

**OFFICE OF SPECIAL OPERATIONS**

**NOTICE**  
18.2

July 26, 2018

**TO:** All Concerned Personnel


**FROM:** Assistant to the Director, Office of Special Operations


**SUBJECT:** RE-STAFFING OF SELECTED AREA PROPERTY ROOMS

Effective Deployment Period 8, the Property Rooms at the Northeast and West Valley Areas will be re-staffed and open Monday through Friday from 0730 hours to 1600 hours.

All current procedures for booking evidence and non-evidence shall remain in effect including what is delineated in the Department Manual, Volume 4, Section 515, related to the location where the booking is to occur.

Questions regarding this Notice should be directed to Police Administrator Sandra M. Russell, Commanding Officer, Property Division, at (213) 356-3710.

  
VITO N. PALAZZOLO, Commander  
Assistant to the Director  
Office of Special Operations

APPROVED:  
  
BOB GREEN, Deputy Chief  
Chief of Staff

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