

SPECIAL OPERATIONS BUREAU

NOTICE  
16.2

March 25, 2010

**TO:** All Concerned Commanding Officers

**FROM:** Commanding Officer, Special Operations Bureau


**SUBJECT:** REQUEST FOR SUBMISSION OF CONTINUITY OF OPERATIONS PLANS FOR REVIEW


Emergency Operations Division (EOD) is responsible for the annual reviewing and approving of all Department Continuity of Operations Plans (COOP). All plans shall be submitted to EOD, Emergency Preparedness Unit, Officer Sean Lewis, Serial No. 34717, electronically, by June 16, 2010.

The COOP project was initiated in September 2008. The last of the ten COOP workshops was completed in January 2010. The purpose of the workshops was to provide Department personnel with relevant materials including step-by-step instructions and assist assigned personnel with completing the required documents, as guided by the COOP plan.

If you have any questions regarding this Notice, please contact Lieutenant Andrew Neiman, Officer in Charge, Emergency Management System, EOD, at (213) 484-6750.

APPROVED:

  
RICHARD A. ROUPOLI, Deputy Chief  
Commanding Officer  
Special Operations Bureau

  
STEPHEN R. JACOBS, Commander  
Chief of Staff  
Office of the Chief of Police

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