

SPECIAL OPERATIONS BUREAU

NOTICE
16.2

March 12, 2010

TO: All Concerned Commanding Officers

FROM: Commanding Officer, Special Operations Bureau

SUBJECT: REQUEST FOR STANDING PLANS


Emergency Operations Division (EOD) is requesting one copy of the 2010 Area/Unit Standing Plans. The EOD is responsible for reviewing and approving all Standing Plans for the Department. The Department's ability to coordinate and respond to any emergency incident is incumbent upon its ability to gather and organize critical information into a standardized format that is easily accessible. This requires a significant amount of preplanning and preparedness.


All commanding officers shall ensure their respective Standing Plans are completed, updated and appropriately maintained annually. Also, these Standing Plans need to be converted to an electronic format. Two copies, including an Intradepartmental Correspondence, Form 15.2, shall be electronically forwarded to the corresponding bureau by March 31, 2010. Each bureau shall maintain one electronic copy, and forward the other copy electronically or by compact disc to EOD no later than April 15, 2010. Adhering to the submission deadlines will allow EOD personnel to review and identify any deficiencies in the Standing Plans and make the necessary corrections.

Furthermore, the Plans shall include procedures established in the Department's Emergency Operations Guide and Department Manual addressing emergency control lesson plans, single use plans and Area specific response plans. This will allow the respective Area to respond appropriately and efficiently. The Los Angeles Police Department is required under the National Incident Management System to perform extensive review of all current operational procedures.

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

APPROVED:


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Distribution "B"