

OFFICE OF SPECIAL OPERATIONS

NOTICE
1.18

April 22, 2021

TO: All Commanding Officers

FROM: Director, Office of Special Operations

SUBJECT: CRITICAL PERSONAL PROTECTIVE EQUIPMENT INVENTORY AND
SUPPLY TRACKING DURING COVID-19- REVISED

As the City and County of Los Angeles begin the process of lifting restrictions in phases, a safe and healthy workplace for employees and visitors is a top priority for the Los Angeles Police Department. During the early stages of the COVID-19 pandemic, Emergency Services Division (ESD), Counter-Terrorism and Special Operations Bureau in conjunction with the Department Operations Center (DOC) established a minimum quantity of Personal Protective Equipment (PPE) to be maintained at each command. Every month, each bureau/Direct Report was required to report the quantity of PPE in their inventory to the DOC and ESD.

Effective immediately, Bureau and Area Commanding Officers shall no longer report their inventories to the DOC and ESD, the procurement and maintenance of these PPE items have been transitioned to Supply Division. However, Commanding Officers shall continue to maintain the minimum required PPE within their commands, conduct internal monthly inventories, and request additional PPE directly from Supply Division as the need arises.

Should you have any questions concerning this matter, please contact Sergeant Roy Yoo, at (213) 486-8440.



HORACE E. FRANK, Assistant Chief
Director, Office of Special Operations

APPROVED:



DANIEL RANDOLPH, Commander
Chief of Staff
Office of the Chief of Police

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