

OFFICE OF OPERATIONS

NOTICE
11.2

October 13, 2021

TO: All Office of Operations Personnel

FROM: Director, Office of Operations

SUBJECT: DEPLOYMENT PLANNING SYSTEM DAYS OFF ENTERING AND DAILY WORKSHEET ACTUALIZATION – REVISED

This Notice amends the Office of Operations Notice, *Deployment Planning System Days Off Entering and Daily Worksheet Actualization*, dated July 15, 2013, to include the actualization of Days Off Schedules in the Deployment Planning System (DPS).

Effective immediately, in anticipation of the Department's deployment of available personnel for holidays, weekends, pre-planned and unscheduled events, this Notice will amend the specified time requirements regarding the actualization of the Days Off Schedule in DPS. Henceforth, all Office of Operations (OO) entities must have their Days Off Schedules for the upcoming Deployment Period (DP) actualized in DPS by the third Thursday (Week C) of the current DP at 1200 hours.

This amended timeframe will ensure that the Field Deployment Unit, OO, and the Application Development and Support Division (ADSD), Information Technology Bureau (ITB), can inspect DPS and project future deployment before the beginning of the upcoming DP or during any unusual occurrence.

Bureau Commanding Officers will remain responsible for guaranteeing all entities within their commands adhere to this Notice. If there are any questions, please contact the Evaluation and Administration Section, Office of Operations, at (213) 486-6050.



BEATRICE M. GIRMALA, Assistant Chief
Director, Office of Operations

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OFFICE OF OPERATIONS

NOTICE

1.11

July 15, 2013

TO: All Concerned Personnel

FROM: Director, Office of Operations

SUBJECT: DEPLOYMENT PLANNING SYSTEM DAYS OFF ENTERING AND
DAILY WORKSHEET ACTUALIZATION

The purpose of this Notice is to specifically define the time requirements regarding both the entering of days off and the actualization of daily worksheets in the Deployment Planning System (DPS). Effective immediately, all entities within the Office of Operations not currently utilizing the Automated Days Off System (ADOS) will have their days off for the upcoming Deployment Period (DP) entered into DPS by the last Friday of the current DP at 1500 hours. This hard deadline ensures the Office of Operations has the ability to inspect DPS and project future deployment prior to the beginning of the upcoming DP.

In addition, all entities within the Office of Operations will have their daily worksheets "actualized" in DPS within two hours of their start of watch, or sooner. In the rare instances when employees in a specialized unit have a start of watch prior to that of their supervisor, the actualization of the daily worksheet in DPS will be completed within two hours of the supervisor's start of watch.

All Area, Patrol, Detective Commanding officers, and the Officer-in-Charge of specialized units, shall ensure DPS information is completed as indicated. Bureau Commanding Officers will be responsible for guaranteeing all entities within their command adhere to this Notice.

Should you have any questions, please contact the Evaluation and Administration Section, Office of Operations, at (213) 486-6050.



EARL C. PAYSINGER, Assistant Chief
Director, Office of Operations

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