

OFFICE OF CHIEF OF POLICE

NOTICE

1.10

February 14, 2019

TO: All Department Employees

FROM: Chief of Police

SUBJECT: HONOR GUARD PARTICIPATION AT DIVISIONAL OR BUREAU LEVEL EVENTS

As the Department's official ceremonial unit, the Honor Guard is responsible for performing a variety of ceremonial duties including but not limited to the following:

- Rendering military-style honors for employees killed in the line of duty, employees who die while on active duty, and honorably retired employees.
- Performing ceremonial duties at appropriate civic, Department, City and federal Events; and,
- Providing ceremonial duties or serving as ceremonial advisors as directed by the Director, Office of Support Services, or the Chief of Police.

Information regarding how to request the Honor Guard for special events is available via the Honor Guard hyperlink on the Department Local Area Network. Due to the increasing demands placed on the Honor Guard cadre, Department entities are strongly encouraged to utilize Cadet or Police Orientation Preparation Program (POPP) color guard units for divisional or bureau level events such as luncheons and formal inspections.

To preserve the reverence associated with specific interment honors, the rifle volley and the flag fold/presentation are generally reserved for funeral services and Department level memorials. To that end, the Honor Guard's participation in divisional or bureau level remembrances, memorials, or dedication ceremonies recognizing the anniversary of an officer's death shall generally be limited to administrative and logistical support only. Employees are strongly encouraged to honor all our fallen officers by attending the Department's annual memorial ceremony held each May during national Police Week.

Any questions regarding this Notice shall be directed to the Office of the Chief of Staff at (213) 486-8740.



MICHEL R. MOORE
Chief of Police

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