

OFFICE OF THE CHIEF OF POLICE

NOTICE
17.1

November 21, 2018

TO: All Department Personnel

FROM: Chief of Police

SUBJECT: DEPARTMENT ISSUED CELLULAR PHONE SHORT MESSAGE SERVICE ENABLED


The Department is continually seeking ways to make the vital work its employees perform as efficient and effective as possible. Part of this effort includes harnessing each of the Department's current technologies to their fullest potential.

To that end, effective immediately, all Department issued cellular phones will have the Short Message Service (SMS), or 'texting', feature enabled. Enabling this feature will provide officers and detectives with another tool to effectively communicate with each other, witnesses and victims of crimes, as well as other members of the public. It will also enhance community engagement by providing all operations personnel with a work telephone number, which will encourage information sharing.

Employees are reminded:

1. Communications used via Department issued devices shall be for Department business only. This includes but is not limited to, communication with other employees, victims, witnesses, and community members.
2. Any communication made using these devices is subject to discovery. This includes emails, SMS (text) messages, and other forms of electronic communication.
3. Current Department FLSA guidelines regarding engaging in work related activity during an employee's non-working hours apply.

For questions regarding this Notice, please contact Information Technology Group, at 213-486-0370.



MICHEL R. MOORE
Chief of Police

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