

OFFICE OF THE CHIEF OF STAFF

NOTICE

1.2

October 23, 2018

TO: All Department Personnel

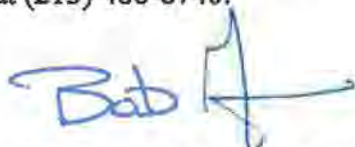
FROM: Chief of Staff

SUBJECT: DEPARTMENT TOURS FOR FOREIGN LAW ENFORCEMENT AGENCIES

It has come to the Department's attention there have been instances where individuals and/or groups from foreign law enforcement agencies have received tours of Department facilities without prior notification to the appropriate chain of command. In these instances, the foreign agency reached out to an individual officer or station to arrange a tour. In order to have a single process for such requests, the following protocol has been established:

- All requests from foreign law enforcement agencies for tours of Department facilities shall be submitted to the Office of the Chief of Staff.
- The request shall be in writing, on the requesting agency's letterhead.
- All requests received by the Office of the Chief of Staff will be forwarded to the Community Relations Section for review and to consult with the State Department.
- Approved requests will be sent to the appropriate officer or station within the Department.

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



BOB GREEN, Deputy Chief
Chief of Staff
Office of the Chief of Police

DISTRIBUTION "D"