

# OFFICE OF THE CHIEF OF POLICE

ADMINISTRATIVE ORDER NO. 1

January 6, 2026

**SUBJECT:                   VARIOUS DEPARTMENT MANUAL SECTIONS CONCERNING CATEGORICAL USE OF FORCE 72-HOUR BRIEFING – REVISED.**

**BACKGROUND:**       Traditionally, the process for Categorical Uses of Force (CUOF) required a briefing with the Chief of Police and executive leadership within 72-hours of the incident. However, with the implementation of Body-Worn Video, the Department now has the flexibility to conduct employee interviews thereafter. This change ensures that employees are adequately compensated for their hours worked and receive an eight-hour rest period, in accordance with the Fair Labor Standards Act and the various Memoranda of Understanding. As a result, CUOF briefings are now often held outside the 72-hour window after the incident.

**PURPOSE:**             The purpose of this Order is to rename the 72-Hour Briefing to the Critical Incident Executive Briefing and to revise the associated Department Manual sections relative to critical incidents to remove the 72-hour time constraint for a Critical Incident Executive Briefing.

## **PROCEDURE:**

- I.     EMPLOYEE-INVOLVED TRAFFIC S – ADMINISTRATIVE REVIEW PROCESS – RENAMED AND REVISED.** Department Manual Section 3/207 *Employee-Involved Traffic S – Administrative Review Process*, has been renamed, *Employee-Involved Traffic Crashes – Administrative Review Process*. The manual section is attached with the revisions in italics.
  
- II.    PUBLIC RELEASE OF NAMES OF ANY EMPLOYEES WHO USE DEADLY FORCE RESULTING IN A CATEGORICAL USE OF FORCE INVESTIGATION – REVISED.** Department Manual Section 3/409.30, *Public Release of Names of Any Employees Who Use Deadly Force Resulting In A Categorical Use Of Force Investigation*, has been revised and is attached with the revisions in italics.
  
- III.   DEFINITIONS – REVISED.** Department Manual Section 3/792.05, *Definitions*, has been revised and is attached with the revisions in italics.
  
- IV.   TACTICAL DEBRIEF – REVISED.** Department Manual Section 3/792.15, *Tactical Debrief*, has been revised and is attached with the revisions in italics.

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- V. **GENERAL TRAINING UPDATE – REVISED.** Department Manual Section 3/796.35, *General Training Update*, has been revised and is attached with the revisions in italics.
- VI. **DECERTIFICATION AND RESTORATION PROCEDURES FOR THE RIFLE CADRE – REVISED.** Department Manual Section 4/245.70, *Decertification and Restoration Procedures for the Rifle Cadre*, has been revised and is attached with revisions in italics.
- VII. **MULTI-DISCIPLINARY COLLISION INVESTIGATION TEAM – REVISED.** Department Manual Section 4/412, *Multi-Disciplinary Collision Investigation Team*, has been revised and is attached with revisions in italics.

**AMENDMENT:** This Order amends Sections 3/207, 3/409.30, 3/792.05, 3/792.15, 3/796.35, 4/245.70, and 4/412, of the Department Manual.

**AUDIT RESPONSIBILITY.** The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



JIM McDONNELL  
Chief of Police

Attachments

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**207. EMPLOYEE-INVOLVED TRAFFIC *CRASHES* – ADMINISTRATIVE REVIEW PROCESS.**

**Department Traffic Coordinator’s Responsibilities.** The *Director, Office of Support Services*, is the Department Traffic Coordinator (DTC) and has the final review and adjudication authority of all employee-involved traffic crashes, except those adjudicated by the Executive Fleet Safety Committee (EFSC). The authority for the review and adjudication of minor traffic crashes is exercised through the CO, *Traffic Coordination Division (TCD)*. The DTC will:

- Convene the EFSC for all traffic crashes involving “A” or “K” injuries, consumption of alcohol or drugs or which may result in a criminal filing, or traffic crashes resulting in an employee accruing eight or more points or four preventable traffic crashes within 36 months;
- Adjudicate all traffic crashes involving an employee’s gross negligence or reckless disregard for safety (action creates a high risk of death or serious bodily injury);
- Adjudicate all minor traffic crashes involving differing adjudications by the bureau and Area/division by completing the DTC section of the Fleet Safety Report (FSR). If the points assigned to the traffic crash differ from the employee’s CO’s recommendations, recalculate the accrued point totals and determine if any of the point remediation thresholds have been met and take appropriate action. If the DTC adjudication differs with the bureau recommendation, the DTC must consult with the concerned Office Director prior to making the final adjudication; and,
- Examine the employee’s appeal documentation, make a recommendation, including a rationale, and forward to the Chief of Police for final adjudication.

\*\*\*\*\***The remainder of this Manual section is unchanged**\*\*\*\*\*

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**409.30 PUBLIC RELEASE OF NAMES OF ANY EMPLOYEES WHO USE DEADLY FORCE RESULTING IN A CATEGORICAL USE OF FORCE INVESTIGATION.** It is the policy of the Los Angeles Police Department to publicly release the names of any employees who use deadly force on a member of the public resulting in a Categorical Use of Force (CUOF) investigation, following the *Critical Incident Executive* Briefing of the Chief of Police (COP) regarding a CUOF incident, or at the direction of the COP.

The following procedures shall be followed when releasing the names of any employees who use deadly force on a member of the public resulting in a CUOF investigation:

- The COP will direct Force Investigation Division (*FID*) and/or Robbery Homicide Division (RHD) to assess whether there is a specific reason to believe that the public release of the name of an employee would pose a danger or threat to the safety of that employee. A threat assessment shall be conducted for each employee identified as having applied deadly force resulting in a CUOF investigation.
- When conducting the threat assessment, *FID* and/or RHD shall ask each employee who used deadly force resulting in a CUOF investigation if there are any specific, articulable, and/or particularized facts or circumstances that would prevent the initial public release of *the employee's* name. The results of each threat assessment shall be communicated to the COP. If a *Critical Incident Executive* Briefing is held concerning the CUOF incident, the results of the threat assessment(s) shall be communicated to the COP at that briefing.
- If a *Critical Incident Executive* Briefing is held concerning a CUOF incident, the COP or COP 's designee shall notify the labor organization representing the employee(s) who used deadly force of the date scheduled for the briefing.
- The COP will decide whether to release or withhold the name(s) of any employee who used deadly force. If a *Critical Incident Executive* Briefing is held concerning a CUOF incident, the COP will make that decision at the conclusion of the briefing. Force Investigation Division will notify the Public Information Officer (PIO) and the Commanding Officer (CO) of the employee(s) who used deadly force resulting in the CUOF investigation of the COP'S decision regarding the release of the employee name(s).
- If a *Critical Incident Executive* Briefing is not held following a CUOF incident, *FID* shall be responsible for briefing the COP on the results of the threat assessment for each employee who used deadly force and communicating the COP 's decision to the Department PIO and the CO of the concerned employee(s).
- The CO of an employee who used deadly force on a member of the public resulting in a CUOF investigation, or *their* designee, shall immediately provide notification to that employee regarding the COP's decision to release or withhold that employee's

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name. If notification was provided to an employee verbally, the verbal notification shall be documented by the involved CO via an Intradepartmental Correspondence, Form 15.02.00, and forwarded to FID.

**Note:** If the name of an employee is initially withheld from release, another notification shall be made to the employee if, and when, it is later determined that *their* name shall be released.

- The Department PIO shall be responsible for the public release of the names of employees who used deadly force on a member of the public resulting in a CUOF investigation, once the COP or COP's designee has communicated the decision to release such information.

The procedures set forth apply to the Department's release of employees' names after a *Critical Incident Executive Briefing* or upon the direction of the COP following a CUOF incident. This process does not apply to the Department's release of records and/or information in response to requests made by members of the public pursuant to the California Public Records Act.

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**792.05 DEFINITIONS.**

**Categorical Use of Force:** A Categorical Use of Force (CUOF) is defined as:

- An incident involving the use of deadly force (e.g., discharge of a firearm) by a Department employee;
- All deaths while the arrestee or detainee is in the custodial care of the Department [also known as an In-Custody Death or (ICD)];
- A use of force incident resulting in death;
- A use of force incident resulting in an injury requiring hospitalization, commonly referred to as a law enforcement related injury or (LERI);
- Officer-involved animal shootings;
- Unintentional discharges *of a firearm by a Department employee*;
- A K-9 bite or contact where hospitalization is required;

**Note:** A K-9 contact occurs when a department K-9 strikes or makes forcible contact with a person other than a bite that results in a complained of or visible injury.

- All uses of a carotid *neck* restraint and choke hold; and,

**Note:** A carotid *neck* restraint is defined as a vascular neck restraint or any similar restraint, hold, or other defensive tactic, in which pressure is applied to the sides of a person's neck that involves a substantial risk of restricting blood flow and may render the person unconscious in order to subdue or control the person. A choke hold is defined as any defensive tactic or force option in which direct pressure is applied to a person's trachea or windpipe.

**Note:** The department does not authorize the use of *carotid neck restraint or choke holds*, including modified, full, or locked carotid holds; therefore, any use is unauthorized and shall be investigated as a categorical use of force.

- All intentional head strikes with an impact weapon or device (e.g., baton, flashlight) and all unintentional (inadvertent or accidental) head strikes that results in serious bodily injury, (as defined below), hospitalization or death;

**Note:** Serious bodily injury, as defined in California Penal Code Section 243(f)(4), includes, but is not limited to, the following:

- Loss of consciousness;

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- Concussion;
- Bone fracture;
- Protracted loss or impairment of function of any bodily member or organ;
- A wound requiring extensive suturing; and,
- Serious disfigurement.

**Note:** All other unintentional head strikes shall be investigated as Level I Non-Categorical Use of Force (NCUOF) incidents Substantially Involved: The term “substantially involved” includes the employee(s) applying force or who had a significant tactical or decision making role in the incident.

***Critical Incident Executive Briefing:*** The briefing for the Chief of Police (COP) and other concerned command staff regarding the preliminary information about a CUOF incident.

**\*\*\*\*\*The remainder of this Manual section is unchanged\*\*\*\*\***

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**792.15 TACTICAL DEBRIEF.** A Tactical Debrief shall be conducted for all Categorical Use of Force (CUOF) incidents within 90 calendar days of the conclusion of the BOPC review process.

During the CUOF adjudication process, the Use of Force Review Board (UOFRB), Chief of Police (COP), and the BOPC may identify areas of conduct that should be included during the Tactical Debrief. After the adjudication, Critical Incident Review Division (CIRD) shall compile the list of issues to be covered, provide it to the CUOF Debrief Facilitator, and track the Tactical Debrief Facilitation process.

*Categorical Use of Force Debrief Facilitator Responsibilities.* The CUOF Debrief Facilitator shall conduct the Tactical Debrief with the substantially involved personnel and any other personnel identified by the COP or BOPC and shall be responsible for presenting the fact pattern of the case and leading a facilitated discussion on the training, tactics, force, and leadership issues applicable to the incident. The CUOF Debrief Facilitator will present those tactical practices identified by the adjudication process as “strengths” and “lessons learned” so that future practices, policies, or procedures can be enhanced. The Tactical Debrief shall include training in the areas of tactics, drawing and exhibiting a firearm and use of force.

The CUOF Debrief Facilitator shall summarize the Tactical Debrief analysis on an Intradepartmental Correspondence, Form 15.02.00, and within 21 calendar days forward it to CIRD, Training Division, and Force Investigation Division, who shall collect and analyze the results to further enhance adjudication, training, and critical incident investigations. In some circumstances, the UOFRB, COP, or BOPC may identify additional specific individual training needs for employees not identified during the *Critical Incident Executive Briefing*. In those cases, training shall be provided in addition to the Tactical Debrief. The intent of the additional training is to enhance future performance and is not to be considered punitive.

The CUOF Debrief Facilitator shall ensure that the Tactical Debrief is recorded on the involved employees' TEAMS II Report, using the Learning Management System (LMS) code for the Tactical Debrief.

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796.35 GENERAL TRAINING UPDATE.

**Employee's Training Update - Commanding Officer's Responsibilities.** The Area/division commanding officer (CO) of any employee who is substantially involved in a Categorical Use of Force (CUOF) incident shall:

- Identify those personnel who were substantially involved in the event; and,
- Determine the relevant General Training Update (GTU) subjects applicable to the tactical and training issues identified during the Chief of Police (COP) *Critical Incident Executive* Briefing to include, at a minimum, the following mandatory subjects:
  - Use of Force Policy;
  - Reverence for Human Life;
  - Tactical De-Escalation Techniques;
  - Command and Control;
  - Equipment Required/Maintained; and,
  - Reality-Based Training/Force Option Simulator (FOS) [Only if the employee discharged *their* firearm during an Officer Involved Shooting (OIS) other than an unintentional *d*ischarge].

**Note:** The FOS training shall include scenarios that most closely replicate the conditions present for the officer(s) during the actual incident.

**Note:** In the event there is no COP *Critical Incident Executive* Briefing, confer with the Office of Support Services representative.

\*\*\*\*\***The remainder of this Manual section is unchanged**\*\*\*\*\*

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**245.70 DECERTIFICATION AND RESTORATION PROCEDURES FOR THE RIFLE CADRE.** The process of decertification typically begins by reclassification of the Rifle Certified Officer's (RCO) status to Inactive, notification to the RCO, and referral of the RCO to the Rifle Review Committee (RRC).

**Authority to Change Status.** An RCO's status can be reclassified to Inactive and *they* can be referred to the RRC for Decertification by any of the following:

- Any commanding officer (CO);
- The Use of Force Review Committee/Board;
- Staff assigned to In-Service Training Division Patrol Rifle Tactical Shotgun Unit;
- Rifle Review Committee; or,
- The Chief of Police.

**Exception:** If exigent circumstances exist, such as an RCO's failure to qualify, or an egregious departure from the Rifle Cadre's procedures or Department policy, the RRC or Chief of Police can immediately decertify an RCO to protect other officers, RCOs, or the community. The RRC shall review and maintain a list of all RCOs who have been decertified.

**Decertification Procedures.**

**Decertification Criteria.** An RCO may be *re*classified as Inactive and referred to the RRC for Decertification consideration under the following circumstances:

- The RCO no longer meets the Rifle Cadre minimum requirements;
- The RCO has failed a recertification and a requalification within a calendar year;
- The RCO has an unintentional, non-tactical or unintentional tactical, discharge;
- The RCO has exhibited improper deployment, use, tactics, or maintenance of the rifle;
- During any stage of the Categorical Use of Force investigation process including, but not limited to:
  - *A Critical Incident Executive Briefing*
  - The Use of Force Review Board (UOFRB) following the adjudication of any Categorical Use of Force (CUOF); or,
  - During the Chief's final review of the CUOF investigation.

**Note:** Referrals to the RRC from the UOFRB or a commanding officer are not limited to incidents or actions involving a rifle. Any action that causes the UOFRB or commanding officer to believe an officer can no longer responsibly maintain or deploy a rifle can cause an RCO to be recommended to the RRC for Decertification consideration.

- The RCO unnecessarily jeopardizes the safety of other officers, other RCOs, or the community;

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- The RCO acts in a manner that deviates from Department policy, tactics, or established guidelines; or,
- The RCO displays considerably poor judgement.

**Notifications.** When an RCO's status is being reclassified to Inactive and *they have* been referred to the RRC for a determination, *they* shall be verbally notified by the referring person/entity. Subsequently, the referring person or entity shall notify the RRC and the Commanding Officer, In-Service Training *Section, Training Division*, via an Intradepartmental Correspondence, Form 15.02.00, of the circumstances causing the officer to be placed on the Inactive list. The referring person or entity shall also identify and attach any supporting documents, video, or other material that may help the RRC review the incident. A copy of the Intradepartmental Correspondence shall be provided to the RCO *by the referring person/entity*.

**Failure to Qualify.** An RCO who fails one Patrol Rifle recertification or one Patrol Rifle requalification during *their* assigned period will be placed on the Inactive List. The Inactive RCO must achieve a qualifying score during the next subsequent recertification or requalification cycle in order to be placed back on Active status. An RCO who fails one Patrol Rifle recertification and one Patrol Rifle qualification within a calendar year during *their* assigned period will be placed on the Inactive List and referred to the RRC for decertification.

**Military Service or Injured on Duty Exemptions from Patrol Rifle Qualification.** When an RCO *is* deployed for military service or Injured on Duty (IOD) during the requalification and recertification periods, *they* shall provide military orders or medical documentation to *their* training coordinator and CO, indicating that *they* will be activated for military duty or *are* on IOD status during the requalification and recertification periods, to exempt *them* from *decertification*.

A Department-issued patrol rifle shall be stored at a Department Armory, while a privately purchased patrol rifle may be stored at an RCO's residence during military service or IOD status. Once the RCO has returned from military service or IOD, the RCO shall immediately *notify their* training coordinator and CO, so as to schedule requalification and recertification training, as soon as practicable. Rifle Certified Officers who have not recertified for over one year due to military service or IOU status will be placed on the Inactive List and shall not deploy their rifle in the field until they have been restored to Active status.

**Privately-Purchased Patrol Rifles and Resignation, Retirement, Transfer to Another Law Enforcement Agency, or Departure from the Department.** When *an RCO with a* privately purchased patrol rifle resigns, retires, transfers to another law enforcement agency, or departs from the Department, the privately purchased patrol rifle will be retained by the purchasing individual and is legally the property of the owner. Ownership and transfer of the patrol rifle will be governed by the laws that apply to civilian-owned assault weapons.

**Commanding Officer's Responsibilities.** Commanding Officers shall monitor the roster of Active RCOs and ensure that those not on the Active List do not deploy rifles in the field. Upon

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notification that an RCO has become Inactive or Decertified, the concerned CO shall ensure that the RCO is immediately notified and that the appropriate measures are taken to secure the rifle.

Upon notification that an RCO under his or her command has become Decertified from the Rifle Cadre, a CO shall ensure that any Department-issued patrol rifle and support equipment is returned to the Department Armory within 10 calendar days of the RCO being notified of the Decertified status. A CO shall ensure any privately purchased patrol rifle be stored at the RCO's residence immediately.

If any employee observes an RCO misuse the rifle in a manner that unnecessarily jeopardizes the safety of the community, other officers, or *themselves*; or any action that is insubstantial deviation from Department policy, tactics, or established guidelines; or displays a serious lack of good judgement, the employee shall immediately notify the concerned employee's CO. After a review of the singular incident or pattern of conduct, the employee's CO, if warranted, shall temporarily place the employee on Inactive status and recommend a review by the RRC. The CO shall immediately notify the employee that *they have* been placed on Inactive status. The CO shall notify the RRC and the Commanding Officer, In-Service Training Division, via an Intradepartmental Correspondence, Form 15.02.00, of the circumstances causing the officer to be placed on the Inactive List and also identify or attach any supporting documents, video, or other material that may help the RRC review the incident. The Intradepartmental Correspondence shall include a recommended status determination for the RCO and any recommended restorative action, when warranted. A copy of the Intradepartmental Correspondence shall be provided to the RCO.

**Commanding Officer Recommendation.** Following a CUOF involving an RCO, the CO of the involved RCO shall make a recommendation at the *Critical Incident Executive* Briefing to the Chief of Police whether the RCO should be placed on the Inactive List, pending a full review by the UOFRB and RRC. If it is determined that the officer will be placed on the Inactive List, the concerned CO shall notify the RCO of *their* Inactive status.

\*\*\*\*\*The remainder of this Manual section is unchanged\*\*\*\*\*

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**412. MULTI-DISCIPLINARY COLLISION INVESTIGATION TEAM.** The Multi-Disciplinary Collision Investigation Team (MCIT) is responsible for critical traffic investigations, traffic reconstruction, and teaching collision investigation schools. The MCIT shall also respond to and handle the following incidents:

- Any traffic crash that results in a suspected serious injury or fatal injury and involves a City-owned or a City-mileage vehicle or was influenced by City property or a City employee acting within the scope of their employment and has substantial City liability;

**Note:** Suspected serious injury is defined as a serious, incapacitating injury which normally requires hospitalization, other than for observation, and prevents the victim from walking or driving.

- Any major unusual traffic occurrence, when requested by the concerned traffic division watch commander and approved by the Officer in Charge (OIC), Traffic Coordination Section (TCS), with the concurrence of the Commanding Officer, *Traffic Coordination Division*; or,
- Any request by a commanding officer, with the approval of the *Director, Office of Support Services*.

The traffic division watch commander or on-call traffic division detective of the concerned geographic bureau must contact the OIC, TCS, for approval prior to requesting the MCIT.

**Note:** When TCS is closed, the Department Operations Center (DOC) shall be notified and requested to contact the on-call MCIT supervisor assigned to the TCS. Upon notification of an MCIT incident, DOC shall initiate the MCIT notification process. In the event of an MCIT call-out, the MCIT supervisor shall request that DOC coordinate the response of the aforementioned personnel. The MCIT supervisor may call upon resources from the respective geographic traffic division, as needed, to assist in various aspects of an investigation.

**Multi-Disciplinary Collision Investigation Team.** The MCIT is comprised of the following personnel:

- *Director, Office of Support Services;*
- *Commanding Officer, Traffic Coordination Division;*
- *Lieutenant II, Officer in Charge (OIC), MCIT;*
- *Sergeant II;*

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- (5) Detective II;
- (4) Police Officer III; and,
- Automotive Supervisor or higher rank supervisor designated by the Commanding Officer, Motor Transport Division, as an adjunct member.

The OIC of MCIT, the Commanding Officer of *Traffic Coordination Division*, and the Department Traffic Coordinator will assess each incident to determine the appropriate response of MCIT personnel based on the specific facts of the incident. The *Director, Office of Support Services* may deviate from the criteria and response guidelines listed above as deemed necessary and based on articulable circumstances.

**Multi-Disciplinary Collision Investigation Team Responsibilities.** The MCIT is responsible for the following:

- Completing critical traffic crash investigations;
- Imaging a vehicle's Event Data Recorder and Power Control Module;
- Conducting follow-up investigations;
- Conducting compelled interviews of Department employees when applicable and in accordance with Government Code Section 3300;

**Note:** Prior to conducting the compelled interview, the MCIT interviewer shall ensure that the involved employee(s), when practicable, review the relevant Digital In-Car Video System footage captured during the incident, consistent with Department Manual Section 3/579.13, as well as the relevant Body Worn Video footage, consistent with Department Manual Section 3/579.15.

- Conducting recorded interviews of all involved parties;
- Conducting recorded interviews of all witnesses;
- Conducting vehicle examinations;
- Filing cases with the District or City Attorney's Offices;
- Handling all traffic crash reconstructions;
- Handling arrests and bookings, any follow-up investigation and criminal filing for a critical traffic crash only when it involves a traffic related crime(s) and/or when all connected reports are traffic-related;
- Presenting the facts and evidence of the traffic crash at the Chief of Police *Critical Incident Executive* Briefing; and,
- Teaching Department collision investigation traffic schools.