ADMINISTRATIVE ORDER NO. 13

SUBJECT: OUTSIDE AGENCY UNIT DESIGNATIONS – REVISED

PURPOSE: Personnel from the California State University, Los Angeles – Department of Public Safety (CSULA-DPS) have transitioned to a new radio system which will allow them to broadcast and communicate with the Los Angeles Police Department’s (Department) Communications Division and Hollenbeck Area personnel. This communication can be critical, particularly when CSULA-DPS requires assistance from the Department in the event of a campus emergency.

This Order revises Department Manual Section 4/110.80, Outside Agency Unit Designations, to add radio unit designations for the CSULA-DPS. This Order also reflects the name change of California State University, Northridge Police to California State University, Northridge – Department of Police Services.

PROCEDURE: The following radio unit designations shall be used by CSULA-DPS when broadcasting on Department radio frequencies:

- The Chief of Police shall be identified as “4 University Commander”;
- The Watch Commander shall be identified as “4 University 90”;
- Supervisors shall be identified as “4 University 10, 20, 30, etc.”;
- Detectives shall be identified as “4 University 21, 22, 23, etc.”; and,
- Radio Cars shall be identified as “4 University 1, 3, 5, etc.”

Attached is the revised Department Manual Section 4/110.80, with the revisions indicated in italics.

AMENDMENT: This Order amends Section 4/110.80 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.

CHARLIE BECK
Chief of Police

Attachment

DISTRIBUTION “D”
110.80 OUTSIDE AGENCY UNIT DESIGNATIONS. Units operated by outside agencies shall be identified as follows:

Federal Bureau of Investigation Units. Numbers in the "400" and "500" series.

University of California, Los Angeles Campus Units. "8UC" and unit numbers in the "50" series.

California State University, Northridge - Department of Police Services (CSUN-DPS) Radio Unit Designations.

- CSUN-DPS Chief of Police shall use "17 University Commander";
- CSUN-DPS Watch Commander shall use "17 University 90";
- CSUN-DPS Supervisors shall use "17 University 10, 20, 30, etc.";
- CSUN-DPS Detectives shall use "17 University 21, 22, 23, etc."; and,
- CSUN-DPS Radio Cars shall use "17 University 1, 3, 5, etc."

California State University, Los Angeles - Department of Public Safety (CSULA-DPS) Radio Unit Designations.

- CSULA-DPS Chief of Police shall use "4 University Commander";
- CSULA-DPS Watch Commander shall use "4 University 90";
- CSULA-DPS Supervisors shall use "4 University 10, 20, 30, etc.";
- CSULA-DPS Detectives shall use "4 University 21, 22, 23, etc."; and,
- CSULA-DPS Radio Cars shall use "4 University 1, 3, 5, etc."

Military Police Units. "Special Agent 51" and "Special Agent 52."

Traffic Signal Repair Units. "TSR" and unit numbers assigned in consecutive order beginning with the number "1."