OFFICE OF THE CHIEF OF POLICE

ADMINISTRATIVE ORDER NO. 2 March 16, 2016

SUBJECT: COMMUNITY RELATIONS SECTION — DEACTIVATED;
COMMUNITY POLICING UNIT — DEACTIVATED; AND,
COMMUNITY RELATIONSHIP DIVISION — ACTIVATED

PURPOSE: This Order deactivates Community Relations Section (CRS), formerly assigned to the Office of the Chief of Police, and deactivates the Community Policing Unit (CPU), formerly under the command of the Assistant to the Director, Office of Operations (OO). This Order also activates the Community Relationship Division (CRD), under the command of the Director, Office of Constitutional Policing and Policy.

The CRD seeks to build relationships and trust between the Department and the diverse communities in the City of Los Angeles. To achieve this, the CRD will leverage best practices in community outreach, police-community relations, and cutting-edge digital media technologies. The CRD will ensure outreach efforts are consistent by partnering with Area Community Relations Offices. In addition, seven-day digital media support will be maintained and coordinated with Media Relations Section to ensure consistent messaging, and eliminate redundancy. By combining community outreach specific to each geographical Area, and a commitment to digital and social media, the CRD will build and develop relationships with community stakeholders to foster trust and mutual understanding.

PROCEDURE:

I. COMMUNITY RELATIONS SECTION — DEACTIVATED. The CRS has been deactivated.

II. COMMUNITY POLICING UNIT — DEACTIVATED. The CPU has been deactivated.

III. COMMUNITY RELATIONSHIP DIVISION — ACTIVATED. The CRD has been activated. The CRD functions are attached. Community Relationship Division shall use the correspondence reference number 14.7 and personnel assigned to CRD shall use the radio unit designation 131.

AMENDMENTS: This Order amends various Department Manual sections pertaining to this reorganization. The Organization Chart and the Organization and Functions of the Los Angeles Police Department links on the Department’s Local Area Network will be updated accordingly to reflect the above changes.
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”
COMMUNITY RELATIONSHIP DIVISION.

COMMUNITY RELATIONSHIP DIVISION – ORGANIZATION. Community Relationship Division is comprised of:

- Office of the Commanding Officer;
- Community Relationship Section;
- Community Engagement Unit;
- Crime Prevention & Digital Media Section; and,
- Training/Special Projects Unit.

COMMANDING OFFICER, COMMUNITY RELATIONSHIP DIVISION. The Commanding Officer, Community Relationship Division, under the direction of the Director, Office of Constitutional Policing and Policy, exercises line command over the operations of the Community Relationship Division.

COMMUNITY RELATIONSHIP DIVISION - FUNCTIONS. Community Relationship Division is responsible for:

- Developing and promoting community relations programs designed to foster mutual trust and respect between the Department and the community;
- Identifying and evaluating areas of tension in the community and rumors from within the community and the Department;
- Maintaining liaison with international, national, state, and Citywide organizations;
- Providing, upon request, expertise to assist the Department in alleviating specific police community relations tensions;
- Reviewing and evaluating the Department's community relations training and developing recommendations when needed;
- Assisting geographic Area commanding officers with community relations solutions during unusual incidents;
- Providing, on behalf of the Chief of Police, liaison for visiting dignitaries;
- Representing the Department in a community relations capacity while serving on panels, seminars, workshops, institutes, etc.;
- Conducting community relations classes for recruits at the Academy;
- Implementing and coordinating Department crime prevention information programs;
- Assisting basic car officers with crime prevention information visual aids, and program materials as needed;
- Developing the design and publication of all Department crime prevention brochures;
- Developing and assembling crime prevention displays;
- Conducting crime prevention training programs within the Department;
- Researching and preparing Environmental Impact Reports required of the Department, and analyzing Environmental Impact Reports that may affect the Department;
- Answering requests for information regarding the Department through personal contacts, general correspondence, and the dissemination of information pamphlets;
- Developing relationship-based policing training and curriculum design focus groups to further improve the Department’s overall strategic community outreach efforts;
ORGANIZATIONS AND FUNCTIONS OF THE LOS ANGELES POLICE DEPARTMENT

- Developing, recommending and strengthening policy and programs that enhance police community relations, increase understanding and cooperation, and reducing the fear of crime;
- Providing greater transparency with the community regarding Department engagement efforts in coordination with Media Relations and Community Affairs Group and the lead Public Information Officer;
- Coordinating strategic outreach programs to include the Days of Dialogue, Community Forums, Clergy, and Traffic Bicycle Liaisons;
- Coordinating and implementing Senior Lead Officer training Department-wide;
- Supporting major community outreach efforts such as the Community Safety Partnerships;
- Leveraging social and digital media platforms in order for the Department to effectively engage and inform the public, stakeholders and employees with a consistent and cohesive message;
- Providing basic social media situational awareness reports regarding events that may impact public safety;
- Providing training to Department personnel regarding issues surrounding officer safety concerns and using social media;
- Providing support and guidance for major events and programs such as Summer Night Lights, National Night Out, and the Safe Summer Tip Off; and,
- Assisting with the geographic Area footbeats by providing personnel and additional resources to augment their efforts as needed.