

OFFICE OF HUMAN RESOURCES
PERSONNEL GROUP

NOTICE
2.3

December 12, 2003

TO: All Concerned Personnel

FROM: Commanding Officer, Personnel Group

SUBJECT: EMPLOYMENT IN UNIFORM AT MOTION PICTURE FILMING LOCATIONS BY ACTIVE/OFF-DUTY AND RETIRED SWORN EMPLOYEES

The Department has become aware of potential problems with sworn employees, both active and retired, working off-duty and in uniform at motion picture filming locations. These problems involve the active or retired employee's appearance and the utilization of unauthorized lighting on their privately owned motorcycles. Current Department policy allows active and retired police officers to work in uniform at motion picture filming locations provided they have obtained a Motion Picture/Television Filming Work Permit (MPTFWP), LAPD Form 1.47.01, through the Work Permit Coordinator, Personnel Group.

This Notice serves to clarify the duties and responsibilities of police officers, both active/off-duty and retired, who work in uniform at motion picture filming locations.

OFFICER'S APPEARANCE

Currently, when an active or retired police officer desires to work in uniform at a motion picture filming location, they must gain approval to do so by completing a MPTFWP. By signing that form, the concerned officer agrees to abide by all tenants of the application, including the following:

- **Wear the basic Department approved uniform** – The MPTFWP Point No. 1 states, "*Active and retired officers shall comply with the current Los Angeles Police Department basic and motorcycle officers current uniform standards, as stated in the Department Manual, while employed at picture/television filming locations. Under no circumstances will officers be allowed to wear baseball caps or any other headgear unless it is authorized as part of the appropriate field uniform.*" Point No. 6 states, "*The Department grooming standards shall be maintained.*" (ONLY AUTHORIZED baseball hats may be worn!)

UNAUTHORIZED LIGHTING ON MOTORCYCLES

- Blue lights on motorcycles are prohibited – The MPTFWP Point No. 5 states in part, "*All motorcycles shall be in full compliance with the vehicle code*" and "*Under no circumstances*

are active and/or retired officers to have red lights showing in the front or blue lights showing in either the front or rear."


Active and retired police officers that work at motion picture filming locations are reminded that they are required to follow the rules outlined in the MPTFWP. A violation of the aforementioned rules may result in the suspension or revocation of the MPTFWP. To ensure compliance with the procedures, the following steps will be taken:

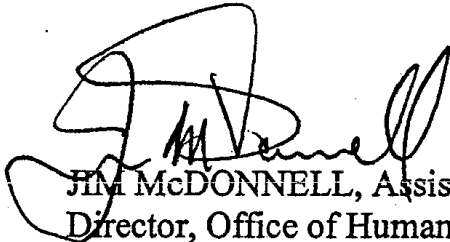
- All applicants, active or retired, desiring to work in uniform at motion picture/filming locations are to apply in person to the Work Permit Coordinator, Personnel Group. When applying, the Work Permit Coordinator will personally advise applicants that they are required to adhere to the rules outlined in the MPTFWP, including Department uniform and grooming standards as well as the prohibition on placing blue lights on their motorcycles. Additionally, the Work Permit Coordinator will conduct an inspection of the applicant's privately owned motorcycle at the time of application.
- The Work Permit Coordinator will conduct periodic compliance inspections of work sites where active or retired officers are working pursuant to filming permits to ensure compliance with the rules outlined in the MPTFWP.

Employees who observe potential violations regarding sworn employees, both active and retired, working off-duty and in uniform at motion picture filming locations shall report the violations to their supervisor. Supervisors and commanding officers shall follow the guidelines delineated in Special Order No. 3 – 2003 entitled, "*Complaints involving retired police officers working at motion picture/television filming locations*" when investigating this type of complaint.

Should you have any questions regarding this Notice, please contact Lieutenant Robert Edgar, Personnel Group, Administrative Section at (213) 485-4097.

APPROVED:


ROBERT B. HANSOHN, Commander
Commanding Officer
Personnel Group


JIM McDONNELL, Assistant Chief
Director, Office of Human Resources

Attachment

Distribution "A"