Form Gen 48b

CERTIFICATION FOR DESTRUCTION OF RECORDS

I hereby certify that the following determinations have been made for the records listed on the attached Request(s) for Authority to Destroy Obsolete Records:

1. The records are under the management or control of named department head;

2. The Records Retention Schedule minimum time limits have been satisfied;

3. The records listed are no longer required:

   a. For operations of named department or office, or
   b. For the operations of the City, or
   c. To satisfy a City Council policy adopted by resolution, or a City Council request, or
   d. By the City for administrative, historical, research, fiscal, legal, or cultural purposes, or
   e. By the City Clerk for the City Archives; and

4. The destruction of said records will not violate provisions of the State of California Government Code, Division 12 of the Los Angeles Administrative Code, or other applicable laws.

In the event the destruction of a writing is under consideration and a copy thereof has been made by photographic reproduction, the following determinations have also been made:

1. At least two copies exist within the custody of the City, one of which is of Archival quality and is stored in accordance with Sec. 12.4(a)(1)B of the Los Angeles Administrative Code;

2. All conditions set forth in Sec. 12.4 of the Los Angeles Administrative Code and all standards and regulations otherwise adopted or required by law have been satisfied; and

3. The provisions of City Charter Sec. 434, where applicable, have been complied with.

To the best of my knowledge, the above determinations are true:

By _____ Date 2-28-23

Department/Bureau Los Angeles Police Department/Chief of Police

Records Dated from: 1/1/1982 THRU 12/31/2020

1995City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2016

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LOS ANGLES POLICE DEPARTMENT (Department/Bureau) RAMPART (Division) RECORDS (Unit)

Location of Records 1401 W 6TH St.

Records Retention Schedule No. /PDX/02/

[x] Original Records [ ] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
019	DAILY SIGN-OUT SHEETS			5	1/1/2011	12/31/2016		5
004	ARREST LOG BOOK			4	1/1/2000	12/31/2014		4
088	TRANSFER APPLICANT DATA SHEET			5	1/1/2012	12/30/2014		3
026	DETENTION TANK LOG			4	1/1/2014	12/31/14		1

Total: 13

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By Captain J. Roberts #31331 (Division Head) By (Department Head) Date Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending 2020

Request for

AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LAPD/OPERATION SOUTH BUREAU (Department/Bureau) HARBOR (Division) ALL (Unit)

Location of Records HARBOR

Records Retention Schedule No. PD/05

☑ Original Records ☐ Duplicate Records

Item No.	Sch. Item No.	Record Title (Same as on Schedule)	Conf. Rec.	Form No.	Total Reten. Period	Inclusive Dates		Storage Location Nos.	Quantity
						From	To		
1	O143	DOMESTIC VIOLENCE RESTRAINING ORDERS			2YRS	01/01/2020	12/31/2020		2
								TOTAL	2

The above records are submitted for destruction in accordance with Sec. 12.5 of the L.A. Adminstrative Code:

By _____ Division Head By _____ Department Head Date _____ Page _____ of _____ Pages

Retention Codes: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO= COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO= the "To Date" i.e.the date of the record.

1995City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2018

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of Los Angeles Police Department (Department/Bureau) Operations-South Bureau (Division) Admin (Unit)

Location of Records 7600 South Broadway, LA, CA 90003, Room 117 Records Retention Schedule No. PDX21 [x] Original Records [ ] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
031	Vice Files			4	1/1/2009	12/31/2014		1
031	Vice Files			4	1/1/2017	12/31/2017		1
031	Vice Files			4	1/1/2018	12/31/2018		1
199	Secret Service Fund Log Books			4	1/1/1982	12/31/2016		1

4

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By 3/20 Division Head By Department Head Date Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

1995City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2017

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of Los Angeles Police Department (Department/Bureau) Operations-South Bureau (Division) Admin (Unit)

Location of Records 7600 South Broadway, LA, CA 9003, Room 117

Records Retention Schedule No. PDX21

[x] Original Records [ ] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
O042	APPLICANT FOLDERS			5	1/1/2003	12/31/2011	Operations-South Bureau (OSB)	4
O071	COURT ON CALL LIAISON/WORK SHEET			4	1/1/2009	12/31/2011	OSB	1
O019	PROJECT FOLDERS			4	1/1/2006	12/31/2016	OSB	8
O031	VICE FILES			4	1/1/2015	12/31/2015	OSB	1
O162	OVERTIME RECAP			5	1/1/1993	12/31/2006	OSB	6
O163	OVERTIME REPORTS			5	1/1/2004	12/31/2015	OSB	5
O010	DAILY SIGN OUT SHEET			5	1/1/2014	12/31/2017	OSB	4
O222	TRAFFIC DAILY FIELD ACTIVIES REPORT			5	1/1/2016	12/31/2017	OSB	2

Total: 31

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By J. Martin Division Head By Department Head Date Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

1995City Clerk
City of Los Angeles

Year Ending: 1992

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LAPD (Department/Bureau) EPMD (Division) ECS (Unit)

Location of Records EVIDENCE CONTROL SECTION-555 RAMIREZ ST, SPC260 Records Retention Schedule No. ~~0009~~ 74 [x] Original Records [ ] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
9	A-PROPERTY CARD EVIDENCE-LAPD 10.7.2		10.7.2	5	1989	1992	ECS/PIPER TECH	18

Total: 18

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By Betty Cole (Division Head) By _____ (Department Head) Date _____ Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION
TO = the "To Date" i.e. the date of the record.

1995City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2020

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LOS ANGLES POLICE DEPARTMENT (Department/Bureau) RAMPART (Division) RECORDS (Unit)

Location of Records LAPD

Records Retention Schedule No. /PDX/02/

[ ] Original Records [x] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
011	CRIME AND TRAFFIC REPORTS			2	01/01/2020	12/31/20		23

Total: 23

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By 33400 Division Head By Department Head Date Page of Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

1995 City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2017

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LOS ANGLES POLICE DEPARTMENT (Department/Bureau) RAMPART (Division) RECORDS (Unit)

Location of Records 1401 W 6TH St.

Records Retention Schedule No. /PDX/02 [ ] Original Records [X] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
001	ACTIVITY REPORTS			4	1/1/2012	12/31/2014		5
015	FIELD INTERVIEW REPORT			2	1/1/2017	12/31/2017		1

Total: 6

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By Captain J. Roberts #31381 (Division Head) By (Department Head) Date Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending 2020

Request for

AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LAPD/OPERATION SOUTH BUREAU (Department/Bureau) HARBOR (Division) ALL (Unit)

Location of Records HARBOR Records Retention Schedule No. PD/05 ☐ Original Records ☑ Duplicate Records

Item No.	Sch. Item No.	Record Title (Same as on Schedule)	Conf. Rec.	Form No.	Total Reten. Period	Inclusive Dates From	Inclusive Dates To	Storage Location Nos.	Quantity
1	D011	CRIME AND ARREST			2YRS	01/01/2020	12/31/2020		27
								TOTAL	27

The above records are submitted for destruction in accordance with Sec. 12.5 of the L.A. Adminstrative Code:

By _____ Division Head By _____ Department Head Date _____ Page _____ of _____ Pages

Retention Codes: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO= COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION
TO= the "To Date" i.e.the date of the record.

City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Request for

AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of Los Angeles Police Department/West (Department/Bureau) West Los Angeles (Division) Records (Unit)

Location of Records Records 1663 Butler, LA, 90025 Records Retention Schedule No PDX/08 [ ] Original Records [X] Duplicate

Sch Item No	Record Title (Same as on Schedule)	Conf Rec	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
D011	CRIME AND TRAFFIC REPORTS			TO+2	01-01-20	12-31-20		50
D23	2016 -2017 PERMIT FOR OUTSIDE EMPLOYMENT		1-47	TO+1	01-01-16	12-31-17		1

51

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By _____ Division Head By _____ Department Head Date _____ Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Request for

AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of LOS ANGELES POLICE DEPARTMENT/CENTRAL BUREAU/NORTHEAST DIVISION/RECORDS UNIT
(Department/Bureau) (Division) (Unit)

Location of Records NORTHEAST

Records Retention Schedule No. PDX/11 [ ] Original Records [X] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
D011	CRIME AND TRAFFIC REPORTS			TO+2	01/01/2020	12/31/2020		21
							Total	21

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By _____ Division Head By _____ Department Head Date _____ Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.

City Clerk
City of Los Angeles
Form Gen. 48 (Rev 08/2015)

Year Ending: 2020

Request for
AUTHORITY TO DISPOSE OF OBSOLETE RECORDS

Records of OPERATIONS-VALLEY BUREAU (Department/Bureau) MISSION AREA (Division) RECORDS (Unit)

Location of Records 11121 N. Sepulveda Bl

Records Retention Schedule No. PD 45 [ ] Original Records [X] Duplicate Records

Sch Item No	Record Title (Same as on Schedule)	Conf Rec.	Form No.	Total Retention Period (YEARS)	Inclusive Dates		Storage Location Nos.	Quantity
					From	To		
11	CRIME AND TRAFFIC REPORT			TO+2	01/01/2020	12/31/2020		20

Total: 20

The above records are submitted for destruction in accordance with Sec 12.5 of the L.A. Administrative Code:

By 3770 Division Head By Department Head Date Page 1 of 1 Pages

Retention Codes: AU=AUDIT AR=ANUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED TE=TERMINATION

TO = the "To Date" i.e. the date of the record.