City Cler	k/Records Man	agement Division	City of Los Angeles		Page 1 Date:	A	29, 2019
			Departmental Records Disposition So Original Records	cneaule	Date.	August	28, 2018
<b>Records</b>	v	LOS ANGELES POLICE D	EPARTMENT/DEVONSHIRE AREA	OPPTICIED DED SECTION 12 2 C			
/P <u>DX/17</u> Sched. No.	7/ Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories	s / <b>Remarks</b> )	CERTIFIED PER SECTION 12.3 O Retention (Y. Office		ia Re	cord Type H C L
/PDX/17/	otherwise s		of two years, including records not included in the Sch is otherwise required by law, or unless, consistent with				d by
/PDX/17/	O001.	ALCOHOLIC BEVERAGE CO RECORD TYPES:	NTROL PROBLEM LOCATIONS	TO+2 T	<sup>-</sup> O+5	N	N N
/PDX/17/	O002.	ALTERCATION REPORTS RECORD TYPES:		TO+2 T	<sup>-</sup> O+5	N	N N
/PDX/17/	O003.	ARREST DISPOSITION LOG RECORD TYPES:	BOOK (5.10'S)	TO+2 T	<sup>-</sup> O+5	N	N N
/PDX/17/	O004.	ARREST LOG BOOK RECORD TYPES:		CL+2 C	CL+4	N	N N
/PDX/17/	O005.	ARRESTEE LOG BOOK - VIC RECORD TYPES:	E	CL+2 C	CL+4	N	N N
RETEN	ITION CODES	: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD, i	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXF e. the "TO DATE"	PIRATION PE=PERMANENT SU=S <sup>1</sup>	UPERCEDED T	E=TERM	INATION
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT I PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMEN				
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONF	IDENTIAL L=LEGAL				

		Dar	partmental Records Disposition Schedule		D	te: Aug	met 25	8, 2018
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	f.	LOS ANCELES DOLLCE DEDADTME	Original Records					
Records	•	LOS ANGELES POLICE DEPARTME		ED BED SECTION 12		CELESAD	****	
P <u>DX/1'</u>	7/ Sched.		CERIIFIE	ED PER SECTION 12.	3 OF LOS AN	GELES AD	MINIS	
Sched. No.	Item No.	Record Title (Description / Sub Categories / Remarks)		Retention Office	(YEARS) Total			ord Type HCL
	otherwise		ncluding records not included in the Schedule items equired by law, or unless, consistent with state law,					by
/PDX/17/	O006.	BAIL RECEIPT AND/OR NOTICE TO APP FORM: LAPD 6.15 RECORD TYPES:	EAR (LAPD 6.15)	TO+2	TO+5		N M	N N
/PDX/17/	O007.	BAR BOOK RECORD TYPES:		CL+3	CL+10		Nľ	N N
/PDX/17/	O008.	B-WAGON DETOXIFICATION LOG RECORD TYPES:		TO+2	TO+2		Nľ	N N
/PDX/17/	O009.	BOOKING RECOMMENDATION (LAPD FORM: LAPD 12.31 RECORD TYPES:	12.31)	TO+2	TO+5		NN	N N
/PDX/17/	O010.	CHANGE OF WATCH DATA RECORD TYPES:		TO+2	TO+5		NN	N N
/PDX/17/	O011.	CHECK SIGN OUT ROSTER (0036) FORM: 0036 RECORD TYPES:		TO+2	TO+5		N	N N
RETEN	NTION CODE		O=COMPLETION CA=CANCELLED EX=EXPIRATION PE	E=PERMANENT SU	=SUPERCED	DED TE=TE	ERMIN	JATION
	00050	TO=THE DATE OF THE RECORD, i.e. the "TO DAT						
MEDIA	CODES:		P=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTI NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTIC					IAPE

City of Los Angeles

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RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City Clerk/Records Management Division

City Cler	k/Records Ma	nagement Division	City of Los Angeles Departmental Records Dispositi			Pag Dat		igust	28, 20	018
Records	of	LOS ANGELES POLICE DE	Original Records PARTMENT/DEVONSHIRE AREA							
/PDX/17	·			CERTIFIED PER	SECTION 12.	3 OF LOS ANG	GELES AI	DMIN	ISTR	ATIVE CODE
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / J	Remarks)	-	- Retention Office	(YEARS) Total	Media Code			Type CL
	otherwise		two years, including records not included in t otherwise required by law, or unless, consiste						d by	-
/PDX/17/	O012.	CHRONIC OFFENDER FILE RECORD TYPES:			CL+3	CL+4		N	N	N
/PDX/17/	O013.	CORRESPONDENCE AND SUE RECORD TYPES:	BJECT FILES		AR+2	AR+10		N	N	N
/PDX/17/	O014.	COURT BOOK RECORD TYPES:			CL+2	CL+4		N	N	N
/PDX/17/	O015.	CRIMES AGAINST PERSON CO RECORD TYPES: A-ARREST REPORT-LAPD 5.2 B-FOLLOW-UP INVESTIGATION-LAPD C-INVESTIGATOR'S CASE PROGRESS	3.14		TO+2	TO+5		N	N	N
/PDX/17/	O016.	D-PRELIM. INVESTIGATION REPORT-L E-PROPERTY REPORT-LAPD 10.1	APD 3.1	(LAPD 15.47)	TO+2	TO+10		N	N	N

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

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Date: August 28, 2018

Original Records 

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Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Total			d Type C
	otherwise	ds shall be retained for a minimum of two years, including records not included in the e specified by law or a longer period is otherwise required by law, or unless, consistent v resolution of the City Council.				hed b <u>y</u>	y
/PDX/17/	O017.	DAILY CRIME AND ARREST SUMMARY (LAPD 15.6) FORM: LAPD 15.6 RECORD TYPES:	TO+1	TO+5	Ν	I N	Ν
PDX/17/	O018.	DAILY FIELD ACTIVITIES REPORT (LAPD 15.52) FORM: LAPD 15.52 RECORD TYPES:	TO+2	TO+5	Ν	I N	Ν
PDX/17/	O019.	DAILY SIGN OUT SHEET (LAPD 15.19) FORM: LAPD 15.19 RECORD TYPES:	TO+2	TO+5	Ν	I N	Ν
/PDX/17/	O020.	DAILY WORK SHEET (LAPD 15.26) FORM: LAPD 15.26 RECORD TYPES:	TO+2	TO+5	Ν	I N	N
'PDX/17/	O021.	DEPLOYMENT TELETYPE FORMAT (LAPD 15.26) FORM: LAPD 15.26 RECORD TYPES:	TO+2	TO+5	Ν	I N	Ν
/PDX/17/	O022.	DETECTIVE RECAP REPORT RECORD TYPES:	TO+2	TO+5	Ν	I N	Ν

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

•	Original Records LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA					
PDX/17/ Sched. Sched. No. Item No. No.	CERTIFIED PE Record Title (Description / Sub Categories / Remarks)	R SECTION 12.3 Retention Office		Rec	istra cord T H (	Туре
otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule items liste pecified by law or a longer period is otherwise required by law, or unless, consistent with state law, a dif solution of the City Council.				d by	
/PDX/17/ 0023.	DETECTIVE'S ACTIVITIES SUMMARY (LAPD 1.62) FORM: LAPD 1.62 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/ <b>O024</b> .	DETECTIVE'S MONTHLY CRIME CLEARANCE REPORT (LAPD 1.62.) FORM: LAPD 1.62. RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/ 0025.	DETECTIVE'S MONTHLY REPORT OF ARRESTEES PROCESSED (LAPD 1.62.) FORM: LAPD 1.62. RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/ <b>O026</b> .	DETENTION TANK LOG (LAPD 6.19) FORM: LAPD 6.19 RECORD TYPES:	CL+2	CL+4	N	N	N
/PDX/17/ 0027.	DIVISION BAIL LOG (LAPD 6.16) FORM: LAPD 6.16 RECORD TYPES:	CL+2	CL+4	N	N	N
/PDX/17/ 0028.	DUE DILIGENCE INVESTIGATION CHECK LIST - FILE (LAPD 12.24) (REC SERIES HAS VARIED MEDIA FORMAT, IE., PHOTOGRAPHS ) FORM: LAPD 12.24 RECORD TYPES:	CL+3	CL+10	N	N	N

City of Los Angeles

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MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City Clerk/Records Management Division

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Date: August 28, 2018

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ecords PDX/17	•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	<b>CERTIFIED PER SECTION 12</b>	.3 OF LOS ANGELES A	DMIN	VISTR	ATIVI
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		ecord H	
	otherwise s	shall be retained for a minimum of two years, including records not included in the Sched pecified by law or a longer period is otherwise required by law, or unless, consistent with s solution of the City Council. A-ARREST REPORT-LAPD 5.2 B-ENTRY REQUEST - NATL. CRIME INFORMATION CENTER WANTEDLAPD 8.3 C-FOLLOW-UP INVESTIGATION-LAPD 3.14 D-NOTES E-PHOTOGRAPHS F-PRELIMINARY INVESTIGATION-LAPD 3.1 G-PROPERTY REPORT-LAPD 10.1 H-RAP SHEET I-TELETYPES J-CRIMINAL OFFENDER RECORD INFORMATION				ed by	_
/PDX/17/	O029.	ENROUTE DETENTION BOOK RECORD TYPES:	TO+2	TO+5	N	Ν	Ν
/PDX/17/	O030.	EXCESS PERSONAL PROPERTY RECEIPT (LAPD 10.8) FORM: LAPD 10.8 RECORD TYPES:	TO+3	TO+5	N	Ν	N
/PDX/17/	O031.	FIELD RELEASE (ARREST COURT IN AM'S) FILE RECORD TYPES:	TO+2	TO+5	N	Ν	N
/PDX/17/	O032.	FIELD SUPPORT ANALYSIS REPORT RECORD TYPES:	TO+2	TO+5	N	Ν	N
/PDX/17/	O033.	GRIEVANCE FILE	TO+2	TO+5	N	N	Y
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIR TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	ATION PE=PERMANENT SU	J=SUPERCEDED TE=	TERM	INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT E MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT					PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

City Cler	k/Records Mana	gement Division	City of Los Angeles Departmental Records Disposition Schedule Original Records			ge 7 ate: Aug	gust 2	3, 2018
<b>Record</b> s	0	LOS ANGELES POLICE	DEPARTMENT/DEVONSHIRE AREA					
/P <u>DX/17</u> Sched. No.	7/ Sched. Item No.	Record Title ( Description / Sub Categori		PER SECTION 12. Retention Office		Media	Reco	
	All records otherwise sp		of two years, including records not included in the Schedule items li d is otherwise required by law, or unless, consistent with state law, a d					by
/PDX/17/	O034.	HOMICIDE CONTROL LOG RECORD TYPES:		CL+2	CL+10		N	N N
/PDX/17/	O035.	HOMICIDE FILE RECORD TYPES:		TO+2	TO+10		N	N N
/PDX/17/	O036.	INFORMANT FILE RECORD TYPES:		CL+2	CL+10		N	N N
/PDX/17/	O037.		PD 4.3 IT-LAPD 5.10 BOOKING FORM-LAPD 5.1	TO+2	TO+5		N	N N
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD,	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=	PERMANENT SU	=SUPERCED	)ED TE=TI	ERMI	IATION
	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRO M PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAI					TAPE

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Date: August 28, 2018

				_	Origi	nal R	ecords	
FIFS	POLICE	DFPA	<b>PTM</b>	FNT	ΙΟΝΟ	HIDE	AREA	

ecords PDX/17	•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA certifi	ED PER SECTION 12	.3 OF LOS ANGELES A	DMIN	NISTR/	TIVI
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	e (YEARS) Media Total Code		cord H	
	otherwise	s shall be retained for a minimum of two years, including records not included in the Schedule item specified by law or a longer period is otherwise required by law, or unless, consistent with state law, esolution of the City Council. K-SUBPOENA L-TELETYPES M-TRAFFIC ACCIDENT REPORT-LAPD 4.1 N-TRAFFIC ACCIDENT REPORT (SUPPLEMENT)-LAPD 4.5 O-TRAFFIC ACCIDENT REPORT INVESTIGATION-LAPD 4.2 P-TRAFFIC ACCIDENT-STATUS REPORT-LAPD 4.16				ed by	-
/PDX/17/	O038.	Q-VEHICLE INVESTIGATION-LAPD 3.7 INVESTIGATOR'S CASE PROGRESS LOG (LAPD 1.44) FORM: LAPD 1.44 RECORD TYPES:	TO+2	TO+5	Ν	Ν	N
/PDX/17/	O039.	INVESTIGATOR'S REQUIRED FOLLOW-UP REPORT (LAPD 12.21) FORM: LAPD 12.21 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O040.	JAIL INSPECTION RECORD (LAPD 6.17) FORM: LAPD 6.17 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O041.	JAIL TRANSFER RECORD (LAPD 6.11) FORM: LAPD 6.11 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O042.	LOG AND SUMMARY OF OCCUPATIONAL INJURIES/ILLNESSES (CAL OSHA) FORM: CAL OSHA RECORD TYPES:	TO+3	TO+10	N	N	N
RETEN	ITION CODES	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION P TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	E=PERMANENT SU	J=SUPERCEDED TE=	TERN	/INAT	ON
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECT MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTI					Έ
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

City Cler	k/Records Mand	agement Division	City of Los Angeles		Page 9			
			Departmental Records Disposition Original Records	Schedule	Date:	August	28, 2	018
Records	- <b>J</b> -	LOS ANGELES POLICE D	EPARTMENT/DEVONSHIRE AREA					
/P <u>DX/1/</u>	7/ Sched.			CERTIFIED PER SECTION 12.				
Sched. No.	Item No.	<b>Record Title</b> ( Description / Sub Categories	/ Remarks )	Retention Office	(YEARS) Media Total Code			Type CL
	otherwise s		of two years, including records not included in the S is otherwise required by law, or unless, consistent w				ed by	
/PDX/17/	O043.	MOBILIZATION ROSTER RECORD TYPES:		TO+2	TO+5	Ν	N	N
/PDX/17/	O044.	MONIKER FILE RECORD TYPES:		CL+2	CL+10	N	N	Ν
/PDX/17/	O045.	MONTHLY BINGO INVESTIG	ATION RECAP	TO+2	TO+5	N	N	Ν
/PDX/17/	O046.	MONTHLY RECAP OF DAILY FORM: LAPD 15.53 RECORD TYP		TO+2	TO+5	N	Ν	Ν
/PDX/17/	O047.	MUG BOOK (LAPD 15.50) FORM: LAPD 15.50 RECORD TYP	PES:	CL+10	CL+10	N	Ν	Ν
/PDX/17/	O048.	MURDER BOOK - SOLVED RECORD TYPES:		CL+2	CL+32	Ν	N	N
RETEN	NTION CODES	: AU=AUDIT AR=ANNUAL REVIEW ( TO=THE DATE OF THE RECORD, i.	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=E e. the "TO DATE"	EXPIRATION PE=PERMANENT SU	SUPERCEDED TE	E=TERN	ЛІЛАТ	ION
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUME PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMI					PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONF	IDENTIAL L=LEGAL					

		Original I	Records		<i>gust</i> 20,	
ecords	•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE				
<u>DX/17</u>	7/ Sched.		CERTIFIED PER SECTION 12.3			_
Sched. No.	Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code		d Type CL
DX/17/	otherwise	s shall be retained for a minimum of two years, including records not in specified by law or a longer period is otherwise required by law, or unles esolution of the City Council. A-ARREST REPORT-LAPD 5.2 B-CHRONOLOGICAL RECORD-LAPD 3.11.6 C-CRIME SCENE LOG-LAPD 3.11.4 D-DEATH REPORT-LAPD 3.11 E-FOLLOW-UP INVESTIGATION-LAPD 3.14 F-PRELIMINARY INVESTIGATION REPORT-LAPD 3.1 G-PRESS RELEASE-LAPD 3.11.5 H-PROPERTY REPORT-LAPD 10.1 I-WITNESSES - LIST-LAPD 3.11.7 J-VEHICLE INVESTIGATION-LAPD 3.7 OFFICER LOG BOOKS			lished b	y N
DX/17/	O050.	RECORD TYPES: OFFICIAL DIVISIONAL TIME BOOK (LAPD 15.30) FORM: LAPD 15.30 RECORD TYPES:	CL+2	CL+4	N N	N
)X/17/	O051.	OVERTIME RECAP RECORD TYPES:	TO+2	TO+5	N N	Ν
X/17/	O052.	PENDING VICE 15.88 FILE RECORD TYPES:	CL+2	CL+4	N N	Ν
DX/17/	O053.	PERSONNEL COMPLAINT LOG	TO+2	TO+10	N N	Ν
RETEN	TION CODES	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CA TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	VCELLED EX=EXPIRATION PE=PERMANENT SU	SUPERCEDED TE=1	ERMINA	TION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVER				APE

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

### City of Los Angeles Departmental Records Disposition Schedule

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Date: August 28, 2018

City of Los Angeles Departmental Records Disposition Schedule Original Records Page 11

Date: August 28, 2018

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Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) M Total C		lecord H	
6	otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule items li pecified by law or a longer period is otherwise required by law, or unless, consistent with state law, a d solution of the City Council. RECORD TYPES:				hed by	
92X/17/ (	O054.	PERSONNEL FOLDERS - DIVISIONAL (TRANSFER TO PERSONNEL DIVISION OR EMPLOYEE'S NEW DIVISION ) RECORD TYPES: Confidential A-CHANGE OF STATUS-GEN 43 AA-TEST RECORDS B-DUTY CERTIFICATE-PDAS 430 BB-TRAINING PUBLICATION RECEIPT-LAPD 1.42 C-EMPLOYEE EVALUATION REPORT-PDAS 28 CC-TRAINING SCHEDULES D-EMPLOYEE RECORD FORM-LAPD 1.38 DD-PROBATIONARY POLICE OFFICER EVALUATION-LAPD 1.78.1 E-EMPLOYEE REPORT-LAPD 15.7 F-EMPLOYEE REPORT-LAPD 15.7 F-EMPLOYEE REPORT-LAPD 1.34 G-EMPLOYER REPORT-LAPD 1.27 HINDIVIDUAL UNIFORM AND EQUIPMENT ISSUE RECORD-LAPD 1.41.1 J-INTRAPEPARTMENTAL CORRESPONDENCE-LAPD 15.2 L-NON-OCCUPATIONAL SICK OR INJURY REPORT-LAPD 1.30 M-NOTICE OF COMMENDATION-GEN 79 N-NOTICE OF COMMENDATION-GEN 78 O-NOTIFICATION OF COMPLETION OF TRAINING P-OFFICE MEMORANDUM-140 Q-OFFICE REMORANDUM-140 Q-OFFICER EMPLOYEE INVENTORY-LAPD 1.26 R-OPERATOR SECURITY STATEMENT-LAPD 1.58 S-PAYROLL/PERSONNEL CHANGE DOCUMENT-GEN 41 T-PERFORMANCE EVALUATION REPORT-LAPD 1.47 V-PERMIT FOR OUTSIDE EMPLOYMENT-LAPD 1.78 U-PERMIT FOR OUTSIDE EMPLOYMENT-LAPD 1.78 U-PERMIT FOR OUTSIDE EMPLOYMENT-LAPD 1.47 V-PERMIT FOR OUTSIDE EMPLOYMENT-LAPD 1.41 V-PERMIT FOR OUTSIDE EMPLOYMENT-LAPD 1.43 X-PHYSICAL FITNESS EVALUATION-LAPD 1.31 Y-EVALUATION REPORT-LAPD 1.31 Y-EVALUATION REPORT-LAPD 1.36	TE	TE	Ν	Ν	Y
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RETENTI	ION CODES	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=F TO=THE DATE OF THE RECORD, i.e. the "TO DATE" AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRO					

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Date: August 28, 2018

## **Original Records**

DX/17		CERTIFI	ED TER SECTION 12.	3 OF LOS ANGELES A			•
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code			Туре С
	otherwise	's shall be retained for a minimum of two years, including records not included in the Schedule item specified by law or a longer period is otherwise required by law, or unless, consistent with state law, esolution of the City Council.				ed by	
PDX/17/		PERSONNEL ROSTER RECORD TYPES:	TO+2	TO+5	Ν	Ν	Ν
PDX/17/	O056.	PHYSICAL FITNESS QUESTIONNAIRE RECORD TYPES:	TO+2	TO+5	Ν	N	N
PDX/17/	O057.	POLICE SERVICE LOG (LAPD 15.27) FORM: LAPD 15.27 RECORD TYPES:	TO+2	TO+5	N	N	N
PDX/17/	O058.	PRISONER VISITATION AND TEMPORARY SIGN OUT RECORD (LAPD 6.31) FORM: LAPD 6.31 RECORD TYPES:	TO+2	TO+5	N	N	N
PDX/17/	O059.	PROGRESS INTERVIEW RECORD TYPES:	TO+2	TO+5	N	N	N
PDX/17/	O060.	PROJECT FOLDERS RECORD TYPES:	CL+2	CL+4	N	N	N

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

ecords	of:	Original Records					
PDX/17	•		<b>CERTIFIED PER SECTION</b>	N 12.3 OF LOS ANGEI	LES ADMI	INISTI	ATIV
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retent Offic	ion (YEARS) M ce Total Co		ecord H	
	otherwise	ls shall be retained for a minimum of two years, including records not included in the specified by law or a longer period is otherwise required by law, or unless, consisten resolution of the City Council.				red by	,
/PDX/17/	O061.	PROPERTY DISPOSITION REQUEST (LAPD 10.6) FORM: LAPD 10.6 RECORD TYPES:	TO+2	TO+5	N	Ν	Ν
/PDX/17/	O062.	PROPERTY RELEASE AUTHORIZATION (LAPD 6.8) FORM: LAPD 6.8 RECORD TYPES:	TO+3	TO+5	N	Ν	N
/PDX/17/	O063.	PROSTITUTION NOTEBOOK RECORD TYPES:	CL+2	CL+4	N	N	N
/PDX/17/	O064.	RECAP OF DAILY FIELD ACTIVITIES (LAPD 15.53) FORM: LAPD 15.53 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O065.	RECEIPT FOR PROPERTY TAKEN INTO CUSTODY (LAPD 10.10) FORM: LAPD 10.10 RECORD TYPES:	TO+2	TO+5	N	Ν	N
/PDX/17/	O066.	RECEIPT FOR VALUABLES (LAC 55) FORM: LAC 55 RECORD TYPES:	TO+2	TO+5	N	N	Ν
	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX <b>TO=THE DATE OF THE RECORD, i.e. the "TO DATE"</b> AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUM MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUM	MENT EL=ELECTRONIC FILE FM	=FILM MD=MAG DIS	SK MT=M	1AG TA	
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RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City of Los Angeles Departmental Records Disposition Schedule

Date: August 28, 2018

			City of Los Angeles				-			
			Departmental Records Disposition	Schedule		D	ate: Au	igust 2	28, 201	8
_			Original Records							
Records	of:	LOS ANGELES POLICE DEPAR	RTMENT/DEVONSHIRE AREA							
/P <u>DX/1/</u>				CERTIFIED PE	R SECTION 12	.3 OF LOS AN	GELES AI	DMINI	STRAT	IVE
Sched.	Sched.	Record Title			Retention	(YEARS) -	- Media	Rec	ord Ty	vpe
No.	Item No.	(Description / Sub Categories / Rem	arks)		Office	Total	Code	V	H C	' <i>L</i>
	otherwise sp		ears, including records not included in the S wise required by law, or unless, consistent w						l by	
/PDX/17/	O067.	RECEIPTS AND DISBURSEMENTS FORM: LAPD 16.47 RECORD TYPES:	REPORT (LAPD 16.47)		TO+2	TO+5		N	N N	
/PDX/17/	O068.	RECORD OF GAS CHROMATOGRA FORM: LAPD 5.20. RECORD TYPES:	APH INTOXIMETER USAGE (LAPD 5.2	0.)	TO+2	TO+10		N	N N	
/PDX/17/	O069.	RECORD OF MARK IV GAS CHROM FORM: LAPD 5.20. RECORD TYPES:	IATOGRAPH INTOXIMETER USAGE (	(LAPD 5.20.)	TO+2	TO+10		N	N N	
/PDX/17/	O070.	RECORDING TAPE INVENTORY FORM: LAPD 12.40 RECORD TYPES:	(LAPD 12.40)		TO+2	TO+10		N	N N	
/PDX/17/	O071.	REGISTRY OF DR NUMBERS (LA FORM: LAPD 8.34 RECORD TYPES:	PD 8.34)		CL+2	CL+4		N	N N	
/PDX/17/	O072.	RELEASE AGREEMENT, APPEARA	NCE BOND AND BAIL DEPOSIT RECEI	PT (LAPD 6.15	.j TO+2	TO+5		N	N N	
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLO TO=THE DATE OF THE RECORD, i.e. the "1	SED CO=COMPLETION CA=CANCELLED EX=E	XPIRATION PE=PEI	RMANENT SU	J=SUPERCEI	DED TE=T	ERMI	NATIO	N
MEDIA	CODES:		DKS CP=COMPUTER PRINT OUT DO=DOCUMEN 10TO NG=NEGATIVE OD=OVERSIZED DOCUME							
DECO										

City of Los Angeles

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RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City Clerk/Records Management Division

			1.	Date:	A	20 2010
		Departmental Records Disposition Schedu	le	Date.	August	28, 2018
	C	Original Records				
Records	•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA				
P <u>DX/1'</u>		CER	TIFIED PER SECTION 12.3	<b>3 OF LOS ANGELI</b>	ES ADMII	NISTRATIVI
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Med Total Co		ecord Type H C
	otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule pecified by law or a longer period is otherwise required by law, or unless, consistent with state solution of the City Council. FORM: LAPD 6.15. RECORD TYPES:				ed by
/PDX/17/	O073.	SECRET SERVICE FUND LOG BOOK RECORD TYPES:	CL+2	CL+4	N	N N
/PDX/17/	O074.	SECRET SERVICE REPORTS AND CHIT ERRORS (LAPD 15.37) FORM: LAPD 15.37 RECORD TYPES:	TO+2	TO+5	Ν	ΝΝ
/PDX/17/	O075.	SERGEANT'S DAILY REPORT (LAPD 15.48) FORM: LAPD 15.48 RECORD TYPES:	TO+2	TO+5	N	ΝΝ
/PDX/17/	O076.	SIGN OUT SHEET (LAPD 15.42) FORM: LAPD 15.42 RECORD TYPES:	TO+2	TO+5	N	ΝΝ
/PDX/17/	O077.	STATION SUPERVISOR'S DAILY REPORT (WATCH COMMANDER) (LAPD 15.80) FORM: LAPD 15.80 RECORD TYPES:	) TO+2	TO+5	N	ΝΝ
RETEN	ITION CODES	FORM: LAPD 15.80 RECORD TYPES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	DN PE=PERMANENT SU=	-SUPERCEDED	TE=TERM	MINATION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=EI MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=				

City of Los Angeles

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RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City Clerk/Records Management Division

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Date: August 28, 2018

#### **Original Records**

	Sched.		<b>D</b>				
Sched. No.	Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code			Type C
	otherwise	ls shall be retained for a minimum of two years, including records not included in the Schedule items li specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a c esolution of the City Council.				ed by	,
/PDX/17/	O078.	STATISTICAL REPORTS RECORD TYPES:	TO+2	TO+5	Ν	Ν	Ν
/PDX/17/	O079.	SUBPOENA FILES RECORD TYPES: A-CONSOLIDATED SUBPOENA LIST B-COURT LIST C-DECLARATION FOR CONTINUANCE - GENERAL-LAPD 15.51.1 D-DECLARATION FOR CONTINUANCE - VACATION-LAPD 15.51 E-OFFICER SUBPOENA RECORD-LAPD 15.29 F-SUBPOENA G-PRIVATE PERSONS SUBPOENA RECORD-LAPD 15.33	CL+2	CL+4	N	Ν	N
/PDX/17/	O080.	F-SUBPOENA SUMMARY FOLDER (EMPLOYEE) (TRANSFER TO PERSONNEL DIVISION OR EMPLOYEE'S NEW DIVISION) RECORD TYPES: Confidential A-COMPLAINT HISTORY-LAPD 1.6.2 B-OFFICER EMPLOYEE INVENTORY-LAPD 1.26 C-PERSONAL AND WORK HISTORY SUMMARY-LAPD 1.6 D-OFFICER COMMENT CARD	TE	TE	Ν	Ν	Y
/PDX/17/	O081.	TASER LOG RECORD TYPES:	TO+2	TO+5	Ν	Ν	Ν
/PDX/17/	O082.	TELEPHONIC REPORT LOG RECORD TYPES:	TO+2	TO+5	N	Ν	N

MEDIA CODES: AT AUDIO TAPE BPEBLUEPRINT BREBOOKS CPECOMPUTER PRINT OUT DOEDOCUMENT ELEELECTRONIC FILE FMEFILM MDEMAG DISK MTEMAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

			Departmental Records Disposition Schedule		Da	ate: Au	gust 2	8, 2018
			Original Records				~	
Records	of:	LOS ANGELES POLICE DEPAR	0					
PDX/17	v		CERTIFIED PE	R SECTION 12.	3 OF LOS AN	GELES AL	<b>MINI</b>	STRATIVI
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Rema	rks)	Retention Office	(YEARS) Total			ord Type H C I
	otherwise s		ars, including records not included in the Schedule items liste vise required by law, or unless, consistent with state law, a dif					by
/PDX/17/	O083.	TELETYPES RECORD TYPES:		TO+2	TO+5		N	N N
/PDX/17/	O084.	TIME BOOK (LAPD 15.30) FORM: LAPD 15.30 RECORD TYPES:		CL+2	CL+4		N	N N
/PDX/17/	O085.	TIME IN AND OUT SHEET (LAPD ' FORM: LAPD 12.4 RECORD TYPES:	2.4)	TO+2	TO+5		N	N N
/PDX/17/	O086.	TRAFFIC ACCIDENT REPORT BOO RECORD TYPES:	ζ	CL+2	CL+4		N	NN
/PDX/17/	O087.	TRAFFIC ACCIDENT REPORT FILE FORM: LAPD 4.5 RECORD TYPES:	(EMPLOYEES INVOLVED) (LAPD 4.5)	TO+2	TO+5		N	N N
/PDX/17/	O088.	TRANSFER APPLICANT DATA SHE	ET (LAPD 15.88)	TO+2	TO+5		N	N N
RETEN	ITION CODES	: AU=AUDIT AR=ANNUAL REVIEW CL=CLOS TO=THE DATE OF THE RECORD, i.e. the "T	ED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PE	RMANENT SU	=SUPERCED	)ED TE=T	ERMI	VATION
MEDIA	CODES:		KS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONI DTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL D					
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIA	L=LEGAL					

City of Los Angeles

City Clerk/Records Management Division

City Cler	k/Records Ma	nagement Division	City of Los Angeles Departmental Records Disposition Sci Original Records	hedule	Page 18 Date:	August	28, 20	)18
Records	•	LOS ANGELES POLICE D	EPARTMENT/DEVONSHIRE AREA					
/P <u>DX/17</u> Sched. No.	7/ Sched. Item	<b>Record Title</b> ( Description / Sub Categories	(Pamarks)	CERTIFIED PER SECTION 12.3 OF Retention (YI Office		a Re	cord	ATIVE CODE Type C L
1.0.	No.						Н	
	otherwise		of two years, including records not included in the Scho is otherwise required by law, or unless, consistent with				ed by	
/PDX/17/	O089.	TRANSFER OF AUTOMOTIVE RECORD TYPES:	E EQUIPMENT	CL+2 C	:L+4	N	N	N
/PDX/17/	O090.	VEHICLE DAMAGE LOG (L/ FORM: LAPD 15.67 RECORD TYP		CL+2 C	L+4	N	N	N
/PDX/17/	O091.	VICE ARRESTEE LOG BOOK RECORD TYPES:		ТО+2 Т	O+5	N	N	N
/PDX/17/	O092.	VICE ARRESTS/INFORMATIC FORM: LAPD 15.54 RECORD TYP		ТО+2 Т	O+5	N	N	N
/PDX/17/	O093.	VICE CLEARANCE FILE RECORD TYPES:		ТО+2 Т	O+5	N	N	N
/PDX/17/	O094.	VICE COMPLAINT LOG BOO	к	TO+2 T	O+5	N	N	N
RETEN	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW ( TO=THE DATE OF THE RECORD, i.	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPL e. the "TO DATE"	IRATION PE=PERMANENT SU=SU	JPERCEDED TE	E=TERN	INAT	ON
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT					PE
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONF	IDENTIAL L=LEGAL					

otherwis order or /PDX/17/ 0095. /PDX/17/ 0096. /PDX/17/ 0097.	/Records Mar	nagement Division		Page 19							
			Departmental Records Disposition Original Records	Schedule	Date:	August	28, 2018				
	•	LOS ANGELES POLICE D	DEPARTMENT/DEVONSHIRE AREA								
/P <u>DX/17</u>				CERTIFIED PER SECTION 12	2.3 OF LOS ANGEL	ES ADMIN	ISTRATIVE CO				
	Item	Record Title ( Description / Sub Categorie:	s / Remarks )	Retention Office	n (YEARS) Me Total Co		cord Type HCL				
	otherwise		of two years, including records not included in the s is otherwise required by law, or unless, consistent v				d by				
/PDX/17/	O095.	VICE INDEX CARDS (STREE RECORD TYPES:	T)	TO+2	TO+5	N	N N				
/PDX/17/	O096.	VICE/INFORMATION CARDS FORM: LAPD 15.36 RECORD TY		TO+2	TO+5	Ν	N N				
/PDX/17/	O097.	VISITOR ROSTER (LAPD 6 FORM: LAPD 6.61 RECORD TYF		TO+2	TO+10	Ν	N N				
/PDX/17/	O098.	WARRANT ABSTRACT LOG FORM: LAPD 8.12 RECORD TYF		TO+2	TO+5	Ν	N N				
/PDX/17/	O099.	A-BICYCLE INVESTIGATION-LAPD 3 B-DEATH INVESTIGATION-LAPD 3. C-DETECTIVES' ACTIVITIES SUMM	DT ALL ARE LISTED HERE) RECORD TYPES: 3.12 11	CL+2	CL+4	Ν	N N				
RETEN	TION CODES	S: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD. I	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=I	EXPIRATION PE=PERMANENT SI	J=SUPERCEDED	TE=TERM	INATION				
	CODES:	AT=AUDIO TAPE BP=BLUEPRINT	BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUME I PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUM								

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Date: August 28, 2018

**Original Records** 

Records	v	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA						
/P <u>DX/17</u> Sched. No.	7/ Sched. Item No.	CERTIFIED F Record Title ( Description / Sub Categories / Remarks )	PER SECTION 12 Retention Office	e (YEARS)	Media	Recor	d Type	е
/PDX/17/	otherwise	s shall be retained for a minimum of two years, including records not included in the Schedule items list specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a discolution of the City Council. E-DETECTIVE'S MONTHLY REPORT OF ARRESTEES PROCESSED-LAPD 1.62.2 F-FOLLOW-UP INVESTIGATION-LAPD 3.14 G-INJURY INVESTIGATION-LAPD 3.15 H-INVESTIGATOR'S CASE PROGRESS LOG-LAPD 1.44 I-INVESTIGATOR'S REQUIRED FOLLOW-UP RECORD-LAPD 12.21 J-MISSING PERSON INVESTIGATION-LAPD 3.16 K-PRELIMINARY INVESTIGATION REPORT-LAPD 3.1 L-PROPERTY REPORT-LAPD 10.1 M-VEHICLE INVESTIGATION-LAPD 3.7 N-VICTIM'S SUPPLEMENTAL PROPERTY LOSS REPORT-LAPD 3.4 O-WORTHLESS DOCUMENT INVESTIGATION-LAPD 3.6 AREA VICE UNIT ROSTER RECORD TYPES:			is establi		ny N	
/PDX/17/	O101.	ABSENTEE PARKING CITATION (BOOKS) (LAPD 4.49) FORM: LAPD 4.49 RECORD TYPES:	TO+/03	TO+5	I	N N	N	
/PDX/17/	O102.	ACTIVITY REPORTS RECORD TYPES:	TO+2	TO+5	I	N N	N	
/PDX/17/	O103.	ADJUSTED TIME REPORTS RECORD TYPES:	TO+2	TO+5	I	N N	N	

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

ecords	v	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	Th DED SECTION	12.3 OF LOS ANGELI	ES ADMI	NISTE	ATIV
P <u>DX/17</u> Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)		on (YEARS) Me	tia R	ecord	Type C
	otherwise	ls shall be retained for a minimum of two years, including records not included in the Schedule items specified by law or a longer period is otherwise required by law, or unless, consistent with state law, esolution of the City Council.				ed by	
'PDX/17/	O104.	AIRCRAFT ACCIDENT LOG RECORD TYPES:	TO+1	TO+5	N	Ν	Ν
PDX/17/	O105.	AIR SUPPORT DIVISION WATCH COMMANDER'S DAILY REPORT (TEMP 157) FORM: TEMP 157 RECORD TYPES:	TO+2	TO+5	Ν	N	N
PDX/17/	O106.	AIR SUPPORT DIVISION DAILY LOG (LAPD 15.52) FORM: LAPD 15.52 RECORD TYPES:	TO+2	TO+5	Ν	N	N
PDX/17/	O107.	ALIEN ARREST LOG RECORD TYPES:	TO+1	TO+5	Ν	N	N
PDX/17/	O108.	AMBUSH LOG RECORD TYPES:	TO+1	TO+5	Ν	N	N
'PDX/17/	O109.	APPLICANT FOLDERS RECORD TYPES: A-NOTES B-SWORN/CIVILIAN ADVANCEMENT & OPPORTUNITIES NOTICE	TO+2	TO+5	Ν	N	N
RETEN	TION CODE	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	E=PERMANENT \$	SU=SUPERCEDED	TE=TERI	ΜΙΝΑΤ	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTI MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTIC	Ronic file fm= Cal disk vt=vid	FILM MD=MAG DIS DEO TAPE PC=PUN	K MT=M. CH CARI	AG TA DS	٩E
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

City of Los Angeles Departmental Records Disposition Schedule Original Records

Date: August 28, 2018

# City of Los Angeles Departmental Records Disposition Schedule

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Date: August 28, 2018

**Original Records** 

ecords P <u>DX/17</u>	9	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA Certified P	ER SECTION 12	3 OF LOS ANGELES A	DMIN	VISTR	4 <i>TIVI</i>
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		ecord H	
	otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule items list specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a dissolution of the City Council. C-TRANSFER APPLICANT DATA SHEET-LAPD 15.88				ed by	-
/PDX/17/	O110.	APPROVAL FOR TAKING CITY OWNED VEHICLE HOME AFTER HOURS (LAPD 1.45) FORM: LAPD 1.45 RECORD TYPES:	TO+2	TO+10	Ν	Ν	N
/PDX/17/	0111.	ARRESTEE BOOKED AT LAC-USE MEDICAL CENTER (REC SERIES HAS VARIED MEDIA FORMAT, IE., PHOTOS & PRINTS) RECORD TYPES: A-NOTIFICATIONS B-PHOTOS C-PRINTS	TO+1	TO+5	N	Ν	N
/PDX/17/	O112.	ASTRO ACTIVITIES/ARREST RECAP (LAPD 15.76) FORM: LAPD 15.76 RECORD TYPES:	TO+2	TO+5	N	Ν	N
/PDX/17/	O113.	BAIL DEVIATION TELETYPES RECORD TYPES:	TO+1	TO+5	N	N	N
/PDX/17/	O114.	BANK ROBBERY ARREST INDEX CARDS RECORD TYPES:	TO+10	TO+10	N	Ν	N
/PDX/17/	O115.	BLOOD RUN LOG RECORD TYPES:	TO+1	TO+5	N	N	N
RETEN	ITION CODES	: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=P TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	ERMANENT SU	=SUPERCEDED TE=	TERN	ЛINAT	ON
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRON MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL					ЪЕ
RECOR	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

City Cler	k/Records Mar	agement Division	City of Los Angeles Departmental Records Disposition Scheo Original Records	dule	Page Date:		28, 2018	
Records	•	LOS ANGELES POLICE I	DEPARTMENT/DEVONSHIRE AREA	ERTIFIED PER SECTION 12.		TESADMI		
P <u>DX/17</u> Sched. No.	7/ Sched. Item No.	Record Title ( Description / Sub Categorie			(YEARS) M	ledia Re	cord Typ H C	<i>pe</i>
	otherwise		of two years, including records not included in the Schedu is otherwise required by law, or unless, consistent with sta				ed by	
/PDX/17/	O116.	BOMB THREAT LOG RECORD TYPES:		TO+1	TO+5	N	N N	
/PDX/17/	0117.	BOOKING AND DISPO REPO FORM: LAPD 6.01 RECORD TY		TO+2	TO+5	N	N N	
/PDX/17/	O118.	BUDGET & CRIME PREVEN RECORD TYPES:	TION QUARTERLY REPORTS	TO+2	TO+5	N	N N	
/PDX/17/	O119.	CAL-OSHA INJURY LOG RECORD TYPES:		TO+1	TO+5	N	N N	
/PDX/17/	O120.	CASE DISPOSITION SUMM/ RECORD TYPES:	ARIES	CL+2	CL+4	N	N N	
	0121.							
		TO=THE DATE OF THE RECORD,						
	CODES:	MC=MICROFICHE MF=MICROFILI	BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL: M PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT O					
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CON	FIDENTIAL L=LEGAL					

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Date: August 28, 2018

#### Original Records LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA

P <u>DX/17/</u> Sched. Sched.		LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	<b>CERTIFIED PER SECTION 12.</b>	3 OF LOS ANGELES A	DMIN	VISTR	<b>ATIV</b> I
		Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord H	
	otherwise	's shall be retained for a minimum of two years, including records not included in the Sch specified by law or a longer period is otherwise required by law, or unless, consistent with esolution of the City Council.	h state law, a different period	of retention is estab	olishe		_
/PDX/17/		CHIEF'S 24 HOUR OCCURRENCE LOG RECORD TYPES:	TO+2	TO+10	N	Ν	IN
/PDX/17/	0122.	CITATION CANCELLATION REQUEST (LAPD 4.45) FORM: LAPD 4.45 RECORD TYPES:	TO+2	TO+2	Ν	Ν	N
/PDX/17/	O123.	CITY ATTORNEY INVESTIGATIONS DAILY ACTIVITY LOG BOOK RECORD TYPES:	TO+2	TO+5	Ν	Ν	N
/PDX/17/	O124.	CLOSED CIRCUIT TV TEST (HELICOPTER) RECORD TYPES:	TO+2	TO+10	Ν	Ν	N
/PDX/17/	O125.	COMFAC LOG RECORD TYPES:	TO+1	TO+5	N	N	N
/PDX/17/	O126.	COMMANDING OFFICER'S OVERTIME RECORD RECORD TYPES:	TO+2	TO+5	Ν	N	N
RETEN	ITION CODES	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXF TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	PIRATION PE=PERMANENT SU	=SUPERCEDED TE=	TERM	INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMEN					PE
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

ecords	of.	Original Records LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA			0	20, 20	
PDX/17	•		<b>CERTIFIED PER SECTION 12.</b>	B OF LOS ANGELES AI	DMIN	ISTR	ATIVE (
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code			Type CL
	otherwise	ls shall be retained for a minimum of two years, including records not included in the S specified by law or a longer period is otherwise required by law, or unless, consistent v esolution of the City Council.				d by	_
DX/17/	O127.	COMPLAINT APPLICATION (LAPD 5.15) FORM: LAPD 5.15 RECORD TYPES:	TO+2	TO+5	N	Ν	N
'DX/17/	O128.	CONTROL LOG, DOMESTIC RESTRAINING ORDER (LAPD 15.40) FORM: LAPD 15.40 RECORD TYPES:	EX+2		N	N	N
DX/17/	O129.	CORRESPONDENCE CONTROL RECORD (LAPD 1.9) FORM: LAPD 1.9 RECORD TYPES:	TO+4	TO+5	N	N	N
PDX/17/	O130.	COURT ON CALL LIAISON/COURT CLERK WORKSHEET RECORD TYPES:	CL+2	CL+4	N	N	N
PDX/17/	O131.	COURT NOTICE (LAPD 15.57) FORM: LAPD 15.57 RECORD TYPES:	TO+2	TO+5	N	N	N
PDX/17/	0132.	CROSSING GUARD FILES RECORD TYPES:	TE+2	TE+10	N	N	N
RETEN	TION CODE	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX= TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	EXPIRATION PE=PERMANENT SU	SUPERCEDED TE=1	ERM	INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUME MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUM					PE

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City of Los Angeles Departmental Records Disposition Schedule

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Date: August 28, 2018

City Cler	k/Records Ma	nagement Division	City of Los Angeles		Page	Page 26				
			Departmental Records Disposition Schedu Original Records	ule	Date	Augus	t 28, 2	018		
Records	of:	LOS ANGELES POLICE D	DEPARTMENT/DEVONSHIRE AREA							
/P <u>DX/17</u>	7/		CEL	RTIFIED PER SECTION 12	3 OF LOS ANGE	ELES ADMI	NISTR	ATIVE CODE		
Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories	s / Remarks )	Retention Office	(YEARS) M Total (			Type CL		
	otherwise		of two years, including records not included in the Schedule is otherwise required by law, or unless, consistent with state				ed by	-		
/PDX/17/	O133.	CRIME/ARREST INDEX FILE RECORD TYPES:		CL+3	CL+4	Ν	N	Ν		
/PDX/17/	O134.	DEADLY WEAPON INJURY L RECORD TYPES:	.OG	TO+1	TO+10	Ν	N	Ν		
/PDX/17/	O135.	DEATH/SERIOUS INJURY DE RECORD TYPES:	EPARTMENT EMPLOYEE	TO+1	TO+10	N	N	Ν		
/PDX/17/	O136.	DEPLOYMENT GUIDE (LAF FORM: LAPD 1.90 RECORD TYP	,	AR+2	AR+4	N	N	Ν		
/PDX/17/	O137.	DETECTIVE OPERATIONS M RECORD TYPES:	IANUAL	AR+2	AR+4	N	N	Ν		
/PDX/17/	O138.	DHD COURT DISPOSITION 1	TELETYPE FORM	CL+2	CL+4	N	N	N		
RETEN	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD, I	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATI .e. the "TO DATE"	ON PE=PERMANENT SU	I=SUPERCEDEI	D TE=TER	MINAT	ION		
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=E					PE.		
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONF		· · · · ·						

City Cleri	lerk/Records Management Division	City of Los Angeles		Page 27			
			Departmental Records Disposition Original Records	Schedule	Date:	August 2	8, 2018
<b>Record</b> s	of:	LOS ANGELES POLICE DE	EPARTMENT/DEVONSHIRE AREA				
P <u>DX/17</u>				<b>CERTIFIED PER SECTION 12.</b>	3 OF LOS ANGELES	ADMINI	STRATIVE CO.
Sched. No.	Sched. Item No.	<i><b>Record Title</b></i> ( <i>Description / Sub Categories /</i>	(Remarks)	Retention Office	(YEARS) Medi Total Code		ord Type HCL
	otherwise		f two years, including records not included in the S s otherwise required by law, or unless, consistent w				by
/PDX/17/	O139.	DISTRIBUTION TRANSMITTAL FORM: LAPD 4.44 RECORD TYPE		TO+2	TO+5	N	N N
/PDX/17/	O140.	DISTRICT ATTORMEY LIAISO	N FILING FORM	TO+4	TO+10	N	N N
/PDX/17/	O141.	DISTRICT ATTORNEY WARRA RECORD TYPES:	ANT RECEIPT LOG	TO+3	TO+5	N	N N
/PDX/17/	0142.	DIVISION JAIL BOOKING ROS FORM: LAPD 6.13 RECORD TYPE		TO+2	TO+5	N	N N
/PDX/17/	O143.	DOMESTIC VIOLENCE RESTR RECORD TYPES:	RAINING ORDERS	EX+2		N	N N
	TION CODES	TO=THE DATE OF THE RECORD, i.e.	L=CLOSED CO=COMPLETION CA=CANCELLED EX=E . the "TO DATE" K=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMEI				

AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MEDIA CODES: MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL City of Los Angeles Departmental Records Disposition Schedule

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Date: August 28, 2018

# Original Records

Records P <u>DX/17</u>	•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	CERTIFIED PER SECTION 12.	3 OF LOS ANGELES A	DMIN	NISTR	ATIV
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )		(YEARS) Media Total Code	Re	cord H	Туре
	otherwise s	shall be retained for a minimum of two years, including records not included in the S pecified by law or a longer period is otherwise required by law, or unless, consistent w solution of the City Council.				ed by	_
/PDX/17/	O144.	DRIVING UNDER THE INFLUENCE DRUG EVALUATION RECORD TYPES:	TO+2	TO+10	Ν	Ν	Ν
/PDX/17/	O145.	DRUG EVALUATION FILE RECORD TYPES:	TO+2	TO+10	N	Ν	N
/PDX/17/	O146.	DRUG RECOGNITION FILE (LAPD 5.3) FORM: LAPD 5.3 RECORD TYPES:	TO+2	TO+5	N	Ν	N
/PDX/17/	O147.	EMERGENCY TRAVEL LOG BOOK RECORD TYPES:	TO+1	TO+5	N	Ν	N
/PDX/17/	O148.	EMPLOYEES TIMEKEEPING (FEDERAL FUNDING) RECORD TYPES:	CL+2	CL+4	N	N	N
/PDX/17/	O149.	EQUIPMENT INVENTORY REPORT RECORD TYPES:	TO+2	TO+5	N	Ν	N
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=E TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	XPIRATION PE=PERMANENT SU	=SUPERCEDED TE=	TERM	/INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUME MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUME					PE
RECOR	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

P <u>DX/17/</u> Sched. No.	/ Sched. Item No.	CERTIFIED P Record Title (Description / Sub Categories / Remarks)	ER SECTION 12.3 Retention Office		Media R	ecora	TATIVE
	otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule items lis pecified by law or a longer period is otherwise required by law, or unless, consistent with state law, a dissolution of the City Council.				ed by	,
/PDX/17/	O150.	EQUIPMENT ISSUE CONTROL CARD (LAPD 15.65) FORM: LAPD 15.65 RECORD TYPES:	TO+2	TO+5	Ν	Ν	N
/PDX/17/	O151.	ESCAPE REPORT (LAPD 6.6) FORM: LAPD 6.6 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O152.	EXPENDITURE OF SECRET SERVICE FUND INDEX RECORD TYPES:	TO+3	TO+5	N	N	N
(PDX/17/	O153.	FELONY CASE PACKAGES (SUBTITLES A-O ARE NOW INDIVIDUAL REC SERIES EXCEPT MURDER BK UNSOLVED) RECORD TYPES: A-ABUSED CHILD B-BANK ROBBERY C-CRIME AGAINST PERSON D-CRIME AGAINST PROPERTY E-DOMESTIC VIOLENCE F-FELONY WARRANT - BUNCO FORGERY G-HIJACK H-MURDER BOOK - SOLVED I-MURDER BOOK - UNSOLVED J-DETECTIVES CASE ENVELOPE K-NARCOTICS L-RAPE M-ROBBERY	CL+2	CL+62	Ν	Ν	Ν
RETENT	FION CODES	: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=P <b>TO=THE DATE OF THE RECORD, i.e. the "TO DATE"</b> AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRON					

City of Los Angeles

City Clerk/Records Management Division

# City of Los Angeles Departmental Records Disposition Schedule

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Date: August 28, 2018

ecords	of:	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA							
P <u>DX/17</u>	7/		CERTIFIED PER SECT	TON 12.3	3 OF LOS AN	GELES AI	DMIN.	ISTR	ATIVI
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )		ention ffice	(YEARS) - Total	- Media Code			Type C
	otherwise sp	shall be retained for a minimum of two years, including records not included in the Scher pecified by law or a longer period is otherwise required by law, or unless, consistent with solution of the City Council. N-SEXUALLY EXPLOITED CHILD O-WORK/CONTROL FOLDERS (INCLUDING SUBSECTIONS A-CE)						d by	_
/PDX/17/	O154.	FELONY WARRANT PACKAGES (REC SERIES HAS VARIED MEDIA FORMAT, IE., PICTURES ) RECORD TYPES: A-PRELIMINARY INVESTIGATION REPORT-LAPD 3.1 B-DUE DILIGENCE INVESTIGATION CHECK LIST-LAPD 12.24 C-FOLLOW UP REPORT-LAPD 3.14 D-PICTURES E-PROPERTY REPORT-LAPD 10.1 F-SUSPECT WANTED NOTICE-LAPD 8.50 G-TELETYPES H-WARRANT I-WARRANT NOTICE - SUSPECT DESCRIPTION-LAPD 8.48 F-SUSPECT WANTED NOTICE-LAPD 8.50	AR		AR+10		Ν	Ν	Ν
/PDX/17/	O155.	FIELD COMMAND POST CADRE MASTER FILE RECORD TYPES:	AR+	+2	AR+4		N	N	N
/PDX/17/	O156.	FIELD COMMAND POST HANDBOOK AND ASSOCIATED LESSON PLANS RECORD TYPES:	TO+	+3	TO+10		N	N	N
/PDX/17/	0157.	FIELD COMMAND POST CALL OUT LIST RECORD TYPES:	TO+	+2	TO+5		N	N	N
/PDX/17/	O158.	FIELD SUPPORT ANALYSIS REPORT RECORD TYPES:	TO+	+2	TO+5		N	N	N
RETEN	NTION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIR TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	RATION PE=PERMANE	NT SU	SUPERCE	DED TE=T	ERM	INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT B MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT							PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL							

City Cler	k/Records Ma	nagement Division	City of Los Angeles			nge 31 ate: Aug	nat 20	2019
			Departmental Records Disposit Original Records	non Schedule	D	ate. Aug	ust 28,	2018
Records	•	LOS ANGELES POLICE I	DEPARTMENT/DEVONSHIRE AREA	<b>CERTIFIED PER SECTION</b>	12 3 OF LOS AN	IGELES ADA	AINIS	RATIVE CODE
/P <u>DX/17</u> Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categorie	es / <b>Remark</b> s )		on (YEARS) -	- Media	Reco	rd Type CL
	otherwise		of two years, including records not included in I is otherwise required by law, or unless, consist				shed l	y
/PDX/17/	O159.	FLEET GAS RECEIPT FILE RECORD TYPES:		TO+2	TO+5	1	N N	Ν
/PDX/17/	O160.	GRANTS FILES RECORD TYPES:		CL+2	CL+4	1	N N	Ν
/PDX/17/	O161.	GUN DESTRUCTION FILE RECORD TYPES:		TO+2	TO+5	1	N N	Ν
/PDX/17/	O162.	HAZARDOUS MATERIAL RE RECORD TYPES:	ESEARCH PAPERS	AR+2	AR+4	1	N N	Ν
/PDX/17/	O163.	HOMICIDE AUDIT DAILY WO	DRKBOOK	TO+5	TO+10	1	N N	Ν
/PDX/17/	O164.	HOSPITAL DETAIL DAILY A	CTIVITY LOG BOOK	TO+3	TO+5	1	NN	N
RETEN	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD,	CL=CLOSED CO=COMPLETION CA=CANCELLED i.e. the "TO DATE"	EX=EXPIRATION PE=PERMANENT	SU=SUPERCEI	DED TE=TE	RMIN	ATION
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT DO=DOC M PH=PHOTO NG=NEGATIVE OD=OVERSIZED DO					APE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CON	FIDENTIAL L=LEGAL					

City Clerk	x/Records Man	agement Division	City of Los Angeles		P	age 32			
			Departmental Records Disposition Schedule Original Records		D	ate: Au	gust	28, 20	)18
<b>Records</b>	of:	LOS ANGELES POLICE DE	SPARTMENT/DEVONSHIRE AREA						
/P <u>DX/17</u>	/		CERTIFIED PE	R SECTION 12	.3 OF LOS AN	NGELES AI	<b>DMIN</b>	ISTR/	ATIVE CODI
Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories /	Remarks )	Retention Office	(YEARS) - Total	- Media Code			Type CL
	otherwise s		two years, including records not included in the Schedule items liste otherwise required by law, or unless, consistent with state law, a dif					d by	-
/PDX/17/	O165.	INCOMING COLLECT CALLS L RECORD TYPES:	.OG	TO+1	TO+5		N	N	Ν
/PDX/17/	O166.	INQUIRY/DISSEMINATION LOOR RECORD TYPES:	G	TO+2	TO+5		N	N	N
/PDX/17/	O167.	INVESTIGATIVE HYPNOSIS Q RECORD TYPES:	UESTIONNAIRES	TO+10	TO+20		N	N	N
/PDX/17/	O168.	INVESTIGATIVE HYPNOSIS RI RECORD TYPES:	EPORT	TO+20	TO+20		N	N	N
/PDX/17/	O169.	JUVENILE ARREST PACKAGE (REC SERIES HAS VARIED MEDIA FO A-ARREST REPORT-LAPD 5.2 B-CRIMINAL OFFENDER RECORD INF C-DISPOSITION OF ARREST/COURT / D-FOLLOW UP INVESTIGATION-LAPD	RMAT, IE., PHOTOGRAPHS) RECORD TYPES: FORMATION ACTION-LAPD 5.9	TO+2	TO+5		N	N	N
RETEN	TION CODES	: AU=AUDIT AR=ANNUAL REVIEW CL TO=THE DATE OF THE RECORD. i.e.	=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PE	RMANENT SU	I=SUPERCE	DED TE=T	ERM	INAT	ION
	CODES: RD TYPE:	AT=AUDIO TAPE BP=BLUEPRINT B	K=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONI PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL E						PE

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Date: August 28, 2018

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P <u>DX/1</u> 2			CERTIFIED PER SECTION 12.				
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code		cord H	
	otherwise	ds shall be retained for a minimum of two years, including records not included is e specified by law or a longer period is otherwise required by law, or unless, consi resolution of the City Council. E-JUVENILE ARREST REPORT (CONT'D)-LAPD 5.2.6 F-PHOTO DISPLAY FOLDER-LAPD 15.50 G-PRELIMINARY INVESTIGATION-LAPD 3.1 H-PROPERTY REPORT-LAPD 10.1				ed by	
/PDX/17/	O170.	F-PHOTO DISPLAY FOLDER-LAPD 15.50 JUVENILE COURT AFFIDAVIT (LAPD 9.4) FORM: LAPD 9.4 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O171.	JUVENILE DETENTION LOG RECORD TYPES:	TO+1	TO+5	Ν	N	N
'PDX/17/	O172.	JUVENILE DETENTION TELETYPES RECORD TYPES:	TO+1	TO+5	N	N	N
PDX/17/	O173.	JUVENILE PROCEDURES MANUAL RECORD TYPES:	AR+2	AR+4	N	N	N
/PDX/17/	O174.	K-CAR DEATH LOG BOOK RECORD TYPES:	TO+1	TO+10	N	N	N

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

Records of: PDX/17/		LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA Certified per section 12.3 of los angeles administra?					
ched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	e (YEARS) Media Total Code		ecord H	
	otherwise	ls shall be retained for a minimum of two years, including records not included in the S specified by law or a longer period is otherwise required by law, or unless, consistent w esolution of the City Council.				ed by	
DX/17/	0175.	LIBRARY CARD FILE RECORD TYPES:	CL+2	CL+4	Ν	Ν	Ν
)X/17/	O176.	LINE UP BOOK (ROBBERY SPECIALS) RECORD TYPES:	TO+3	TO+28	N	N	N
DX/17/	0177.	LINE UP PACKAGE (REC SERIES HAS VARIED MEDIA FORMAT, IE., PHOTOS ) RECORD TYPES: A-COURT ORDERS B-LINE UP REQUEST C-LINE UP WAIVER D-LOS ANGELES COUNTY SHERIFF'S OFFICE LINE UP FORM E-LOS ANGELES COUNTY SHERIFF'S OFFICE WITNESS CARDS F-PHOTOS G-WRITTEN OBJECTIONS BY ATTORNEYS	TO+3	TO+28	Ν	Ν	Ν
)X/17/	O178.	F-PHOTOS LOCKER LOG RECORD TYPES:	CL+2	CL+4	N	N	Ν
)X/17/	0179.	MASTER BANK ROBBERY INDEX RECORD TYPES:	TO+7	TO+17	N	N	Ν

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City of Los Angeles Departmental Records Disposition Schedule Original Records

Date: August 28, 2018

City Cler	rk/Records Man	agement Division	City of Los Angeles	hadula	Pag Dat	ge 35 re: Augu	at 28 /	2018
)	fr		Departmental Records Disposition Sci Original Records EPARTMENT/DEVONSHIRE AREA	neuute	Du	c. Augu	51 20, 1	.010
Records	•	LUS ANGELES PULICE D	EPARIMENI/DEVONSHIKE AREA	CERTIFIED PER SECTION	12.3 OF LOS ANG	ELES ADM	INIST	RATIVE CO
P <u>DX/1</u> Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories	/ Remarks )		on (YEARS)	Media k	Record	- l Type CL
	otherwise :		of two years, including records not included in the Scho is otherwise required by law, or unless, consistent with				hed by	,
/PDX/17/	O180.	MILITARY ARRESTS LOG RECORD TYPES:		TO+1	TO+10	Ν	N	Ν
/PDX/17/	O181.	MISDEMEANOR CALENDAR RECORD TYPES:	COURT WORKSHEET	CL+2	CL+10	Ν	N	Ν
'PDX/17/	O182.	MISDEMEANOR WARRANT F RECORD TYPES: A-HANDWRITING EXEMPLAR-LAPD B-WARRANT NOTICE - SUSPECT DI C-WORTHLESS DOCUMENT	5.7	CL+1	CL+21	Ν	N	N
PDX/17/	O183.	D-WORTHLESS DOCUMENT INVES MOBILE CANTEEN FUND RE RECORD TYPES:		TO+2	TO+5	Ν	N	Ν
/PDX/17/	O184.	MODUS OPERANDI BOOK - I RECORD TYPES:	ROBBERY SPECIALS	TO+3	TO+23	Ν	N	N
/PDX/17/	O185.	MODUS OPERANDI FILES (R RECORD TYPES:	APE SECTION)	TO+3	TO+23	N	N	N
RETE	NTION CODES	S: AU=AUDIT AR=ANNUAL REVIEW ( TO=THE DATE OF THE RECORD, i.	CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXP e. the "TO DATE"	IRATION PE=PERMANENT S	U=SUPERCED	ED TE=TEF	RMINA	ΓΙΟΝ
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT	BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT					\PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONF	IDENTIAL L=LEGAL					

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

Records of: 1 /PDX/17/		LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA Certified per section 12.3 of los angeles administration						
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord Typ H C		
	otherwise sp	shall be retained for a minimum of two years, including records not included in the Sch pecified by law or a longer period is otherwise required by law, or unless, consistent with olution of the City Council. A-PRELIMINARY INVESTIGATION REPORT-LAPD 3.1 B-MEDICAL REPORTS				d by		
/PDX/17/	O186.	MOTOR SCHOOL LIST RECORD TYPES:	TO+2	TO+5	N	N N		
/PDX/17/	O187.	MULTI REPORT - WORTHLESS DOCUMENTS (LAPD 3.6.2) FORM: LAPD 3.6.2 RECORD TYPES:	TO+20	TO+20	N	N N		
/PDX/17/	O188.	MUNICIPAL COURT INFORMATION CARD (TEMP 41) FORM: TEMP 41 RECORD TYPES:	CL+2	CL+4	N	N N		
/PDX/17/	O189.	NARCOTIC CONTAGION CONTACT REPORT (LAPD 12.17) FORM: LAPD 12.17 RECORD TYPES:	TO+3	TO+5	N	N N		
/PDX/17/	O190.	NARCOTIC DETAIL ARREST & SEIZURE SUMMARY (LAPD 15.78) FORM: LAPD 15.78 RECORD TYPES:	TO+3	TO+5	N	N N		
	O191.							
RETEN	TION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXE TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	PIRATION PE=PERMANENT SU	SUPERCEDED TE=	TERM	INATION		
MEDIA CODES:		AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMEN						
RECORD TYPE:		V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL						

City of Los Angeles Departmental Records Disposition Schedule Original Records

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LOS ANGELES POLICE	<b>DEPARTMENT/DEVONSHIRE AREA</b>

•	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA CERTIFIED PER SECTION 12.3 OF LOS ANGELES ADMINISTRATIV							
Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code					
otherwise s	specified by law or a longer period is otherwise required by law, or unless, consistent with state is esolution of the City Council.	law, a different period	of retention is estal	olisho	-			
	NARCOTIC EXPENDITURE - SECRET SERVICE FUNDS (LAPD 15.37) FORM: LAPD 15.37 RECORD TYPES:	10+2	10+5	N	Ν	N		
O192.	NARCOTICS BUY NOTE (LAPD 12.53) FORM: LAPD 12.53 RECORD TYPES:	TO+3	TO+5	N	N	N		
O193.	NOTICE OF STORED/IMPOUNDED VEHICLE (LAPD 15.23) FORM: LAPD 15.23 RECORD TYPES:	TO+2	TO+5	N	N	N		
O194.	OFFICER INVOLVED SHOOTING FILES (REC SER HAS VARIED MEDIA FORMAT, IE., PHOTOT, SKETCHES ) RECORD TYPES: A-ANALYZED EVIDENCE REPORT-LAPD 12.20 AA-TRAFFIC CITATION COPIES B-CORONER'S REPORTS BB-VICTIM INFORMATION C-CORRESPONDENCE CC-WITNESS INFORMATION D-CRIME SCENE LOG-LAPD 3.11.4 DD-WITNESS LIST-LAPD 3.11.7 E-DAILY DEPLOYMENT-TEMP 108 F-DAILY DEPLOYMENT-TEMP 108 F-DAILY DEPLOYMENT-TEMP 108 F-DAILY FIELD ACTIVITIES REPORT-LAPD 15.52 G-DEATH REPORT-LAPD 3.11 H-EMERGENCY MESSAGE TICKET-LAPD 7.15 I-TELETYPES J-FIREARMS/EXPLOSIVE ANALYZED EVIDENCE-TEMP 253 K-FOLLOW UP INVESTIGAION-LAPD 3.14 L-INVESTIGATOR'S FINAL REPORT-LAPD 5.10	CL+5	CL+30	Ν	Ν	N		
TION CODES	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATIO TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	DN PE=PERMANENT SU	=SUPERCEDED TE=	TERM	/INATI	ON		
	<ul> <li><i>Sched.</i> <i>Item</i> <i>No.</i></li> <li><i>All record</i> <i>otherwise</i> <i>order or re</i></li> <li>O192.</li> <li>O193.</li> <li>O194.</li> </ul>	CER Sched. Item (Description / Sub Categories / Remarks ) No. All records shall be retained for a minimum of two years, including records not included in the Schedule otherwise specified by law or a longer period is otherwise required by law, or unless, consistent with state order or resolution of the City Council. NARCOTIC EXPENDITURE - SECRET SERVICE FUNDS (LAPD 15.37) FORM: LAPD 15.37 RECORD TYPES: 0192. NARCOTICS BUY NOTE (LAPD 12.53) FORM: LAPD 12.53 RECORD TYPES: 0193. NOTICE OF STORED/IMPOUNDED VEHICLE (LAPD 15.23) FORM: LAPD 15.23 RECORD TYPES: 0194. OFFICER INVOLVED SHOOTING FILES (REC SER HAS VARIED MEDIA FORMAT, IE., PHOTOT, SKETCHES) RECORD TYPES: AATAATYZE DEVIDENCE REPORT_LAPD 12.20 AATAAFIC CITATION COPIES BE-VICTIM INFORMATION C-CORRES REPORTS BE-VICTIM INFORMATION C-CORRES NETORIATION D-GRIME SIGNATION D-GRIME SIGNATION D-GRIME SIGNATION D-GRIME SCENE LOG-LAPD 3.114 DUMUTINESS INFORMATION C-CORRESPONDENCE CC-WITNESS INFORMATION D-GRIME SCENE LOG-LAPD 3.114 DUMUTINESS LIST-LAPD 3.117 E-DAILY FIED ACTIVITIES REPORT_LAPD 15.52 G-DEATH REPORT_LAPD 3.114 HEMERGENCY MESSAGE TICKET-LAPD 7.15 HTELETYPES J-FIREARMSKEPLO3/14 ADAI/14 HEMERGENCY MESSAGE TICKET-LAPD 5.10 TION CODES: AU-AUDIT AR-ANNUAL REVIEW CL-CLOSED CO-COMPLETION CA-CANCELLED EX-EXPIRATION	Org       CERTIFIED PER SECTION 12.         Sched. Item       Record Title (Description / Sub Categories / Remarks )       Retention Office         All records shall be retained for a minimum of two years, including records not included in the Schedule items listed below unle otherwise specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a different period order or resolution of the City Connect.         NARCOTIC EXPENDITURE - SECRET SERVICE FUNDS (LAPD 15.37)       TO+2         FORM: LAPD 15.37       RECORD TYPES:         O192.       NARCOTICS BUY NOTE (LAPD 12.53) FORM: LAPD 15.23       TO+3         O193.       NOTICE OF STORED/IMPOUNDED VEHICLE (LAPD 15.23) FORM: LAPD 15.23       TO+3         O194.       OFFICER INVOLVED SHOOTING FILES (REC SER HAS VARIED MEDIA FORMAT, IE., PHOTOT, SKETCHES) RECORD TYPES: A-MALYZED FUDENCE REPORT-LAPD 12.20 A-TRAFFIC CITATION COPIES BE-ORDNERS REPORTS BB-VICTIM INFORMATION C-CORRESPONDENCE CC-WITISES INFORMATION D-CORNER SCHOLOGLAPD 3.11.4 DD-WITISES UST-LAPD 3.11.7 EDAILY DELVMENT FERPORT-LAPD 15.52 GDEATH REPORT-LAPD 3.11 HEMERCENCY MESSAGE TICKET-LAPD 15.52 GDEATH REPORT-LAPD 3.11 HEMERCENCY MESSAGE TICKET-LAPD 15.50 JFREAMSIEXPLOSIVE ANALYZED EVIENCE-TEMP 253 K-FOLCOW INVESTIGATION STALAPOPT-LAPD 3.10 L-NWESTIGATORS FINAL REPORT-LAPD 3.10	Sched. Item       Record Title	Sched. Item         Record Title (Description / Sub Categories / Remarks)	Sched. Item       Record Title       Retention (YEARS) Media       Record         No.       (Description / Sub Categories / Remarks.)       Retention (YEARS) Media       Record         Office       Total       Code       V       H         All records shall be retained for a minimum of two years, including records not included in the Schedule items listed below unless a shorter period is otherwise required by law, or unless, consistent with state law, a different period of retention is established by order or resolution of the City Council.       NARCOTIC EXPENDITURE - SECRET SERVICE FUNDS (LAPD 15.37)       TO+2       TO+5       N       N         O192.       NARCOTICS BUY NOTE       (LAPD 12.53)       TO+3       TO+5       N       N         O192.       NARCOTICS BUY NOTE       (LAPD 12.53)       TO+3       TO+5       N       N         O193.       NOTICE OF STORED/IMPOUNDED VEHICLE       (LAPD 15.23)       TO+2       TO+5       N       N         O194.       OFFICER INVOLVED SHOOTING FILES       CL+5       CL+5       N       N       N         AMEVATES EXPENDENCE       EVENT NOTE       RECORD TYPES:       AMEVATES EXPENDENCE       CL+5       CL+5       N       N         O194.       OFFICER INVOLVED SHOOTING FILES       RECORD TYPES:       CL+5       CL+5       N       N		

**RECORD TYPE:** V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

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Date: August 28, 2018

**Original Records** 

P <u>DX/1'</u>			<b>CERTIFIED PER SECTION 12.3</b>			~	
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code		cord I H	
	All records	s shall be retained for a minimum of two years, including records not included in the Sch	edule items listed below unles	s a shorter period i	s		_
		specified by law or a longer period is otherwise required by law, or unless, consistent with				d by	
	order or re	esolution of the City Council.					
		M-INVESTIGATOR'S NOTES N-LATENT FINGERPRINT REPORT-LAPD 5.16 O-LOS ANGELES FIRE DEPARTMENT EMERGENCY AID REPORT-LAPD F660 P-OUTSIDE AGENCIES DOCUMENTS Q-PHOTOS/SKETCHES/DIAGRAM R-PRELIMINARY INVESTIGATION REPORT-LAPD 3.1 S-PRESS RELEASE/NEWSPAPER CLIPPINGS T-PROGRESS REPORT U-PROPERTY REPORT-LAPD 10.1 V-RECEIPT FOR PROPERTY TAKEN INTO CUSTODY-LAPD 10.10 W-REQUEST FOR FINGERPRINT COMPARISON-LAPD 12.34 X-SEARCH WARRANTS					
/PDX/17/	O195.	Y-SUSPECT INFORMATION OFFICER'S TRAFFIC ACCIDENT HISTORY PACKAGES RECORD TYPES: A-ACCIDENT HISTORY-LAPD 4.12 B-EMPLOYEE'S REPORT-LAPD 15.7 C-INTRADEPARTMENTAL CORRESPONDENCE-LAPD 15.2 D-PERSONNEL AND FLEET SAFETY REPORT-LAPD 1.13 E-TRAFFIC ACCIDENT REPORT-LAPD 4.1	TE	TE+10	Ν	N	N
/PDX/17/	O196.	OFFICER'S INDIVIDUAL OVERTIME REPORT RECORD TYPES:	TE	TE+4	Ν	N	N
/PDX/17/	O197.	ORDERS, NOTICES, TRAINING BULLETINS RECORD TYPES:	TO+2	TO+5	Ν	N	N
/PDX/17/	O198.	OUTSIDE AGENCY CONDUCTING INVESTIGATION ARREST OR RECORD TYPES:	TO+1	TO+10	Ν	N	N
RETEN	ITION CODES	3: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXP TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	IRATION PE=PERMANENT SU	SUPERCEDED TE=	TERM	IINATIO	NC
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT					Έ
RECO	RD TYPE	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

City Cler	City Clerk/Records Management Division		City of Los A	ngeles		Р	age 39			
			Departmental Records Da Original Re	—		D	ate: Au	igust	28, 20	)18
Records	of:	LOS ANGELES POLICE L	DEPARTMENT/DEVONSHIRE							
/P <u>DX/1</u> 2	7/			CERTIFIED P	ER SECTION 12.	3 OF LOS Al	NGELES AI	DMIN	ISTR	ATIVE CODI
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categorie	s / <b>Remark</b> s )		Retention Office	(YEARS) - Total	- Media Code			Type CL
	otherwise		of two years, including records not inclu is otherwise required by law, or unless,						ed by	-
/PDX/17/	O199.	OVERTIME REPORTS (LA FORM: LAPD 2.24 RECORD TYP			TO+3	TO+5		N	N	N
/PDX/17/	O200.	PAGER SERVICE NUMBER RECORD TYPES:	LOG		TO+1	TO+5		N	N	N
/PDX/17/	O201.	PAGER TEST LOG RECORD TYPES:			TO+1	TO+5		N	N	N
/PDX/17/	O202.	PARADE PERMIT INVESTIG RECORD TYPES:	ATION FOLDERS		TO+2	TO+5		N	N	N
/PDX/17/	O203.	PERSONAL SERVICE CITAT FORM: LAPD 4.50 RECORD TYP			TO+/03	TO+5		N	N	N
/PDX/17/	O204.	PERSONAL SERVICE CITAT	IONS (BOOKS) CONTINUATION (	LAPD 4.50.)	CL+/03	CL+4		N	N	N
RETEN	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD, i	CL=CLOSED CO=COMPLETION CA=CANC .e. the "TO DATE"	ELLED EX=EXPIRATION PE=PE	ERMANENT SU	SUPERCE	DED TE=T	ERM	IINAT	ION
MEDIA	CODES:		BK=BOOKS CP=COMPUTER PRINT OUT E I PH=PHOTO NG=NEGATIVE OD=OVERSI							PE
RECOR	RD TYPE:	V=VITAL H=HISTORICAL C=CON	FIDENTIAL L=LEGAL							

Records	of:	Depart	mental Records Disposition Schedule Original Records VDEVONSHIRE AREA		D	ate: Au	gust 2	28, 20	18	
/PDX/17	•			R SECTION 12.	3 OF LOS AI	ANGELES ADMINISTRATIVE C				
Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories / Remarks )		Retention Office	(YEARS) - Total	Media Code		ord I H	Type C L	
	otherwise	s shall be retained for a minimum of two years, incluses specified by law or a longer period is otherwise requi esolution of the City Council. FORM: LAPD 4.50. RECORD TYPES:						d by	-	
/PDX/17/	O205.	POLICE BULLETIN REQUEST/CANCELLATIC FORM: LAPD 15.32 RECORD TYPES:	DN (LAPD 15.32)	TO+2	TO+5		N	N	N	
/PDX/17/	O206.	POST OFFICE FILES RECORD TYPES:		TO+1	TO+10		N	N	N	
/PDX/17/	O207.	PROBATION OFFICER'S BOOK RECORD TYPES:		TO+2	TO+5		N	N	N	
/PDX/17/	O208.	PROBLEM PARK NOTEBOOK RECORD TYPES:		TO+2	TO+5		N	N	N	
/PDX/17/	O209.	PROJECT CARD FILE RECORD TYPES:		CL+2	CL+4		N	N	N	

City of Los Angeles

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RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City Clerk/Records Management Division

City of Los Angeles Departmental Records Disposition Schedule Page 41

Date: August 28, 2018

## **Original Records**

	Sched.	4					-
Sched. No.	Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code			Туре С
	otherwise	's shall be retained for a minimum of two years, including records not included in the Schedu specified by law or a longer period is otherwise required by law, or unless, consistent with sta esolution of the City Council.				ed by	
/PDX/17/	O210.	PROPERTY DISPOSITION REQUEST SUMMARY (LAPD 10.6.) FORM: LAPD 10.6. RECORD TYPES:	TO+1	TO+5	Ν	Ν	Ν
/PDX/17/	O211.	PURSUIT LOG RECORD TYPES:	TO+1	TO+5	N	N	N
/PDX/17/	O212.	RADIOLOGICAL INSPECTION SCHEDULE RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O213.	RADIOLOGICAL MONITORS LIST RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O214.	RECEIPT FOR VALUABLES (LAC 55) FORM: LAC 55 RECORD TYPES:	TO+2	TO+5	N	N	N
/PDX/17/	O215.	RECORD OF ARRESTS (LAPD 12.12) FORM: LAPD 12.12 RECORD TYPES:	CL+2	CL+4	N	N	N

		Departmental Records Disposition Schedule		Date: A	ugust	28, 20	)18	
Records	of	Original Records LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA						
/P <u>DX/1</u> /	0	CERTIFIED PER SECTION 12.3 OF LOS ANGELES ADMINISTRATIVE C						
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord H	Type C L	
	otherwise s	shall be retained for a minimum of two years, including records not included in the Schedule items list pecified by law or a longer period is otherwise required by law, or unless, consistent with state law, a dij solution of the City Council.				ed by		
/PDX/17/	O216.	RECORD OF TRAFFIC CITATION BOOKS (LAPD 4.15) FORM: LAPD 4.15 RECORD TYPES:	CL+2	CL+4	Ν	N	N	
/PDX/17/	O218.	REQUEST FOR MENTAL EXAMINATION (LAPD 5.4) FORM: LAPD 5.4 RECORD TYPES:	TO+2	TO+5	Ν	N	N	
/PDX/17/	O219.	REQUEST FOR SERVICE (LAPD 15.13) FORM: LAPD 15.13 RECORD TYPES:	CL+/03	CL+4	Ν	N	N	
/PDX/17/	O220.	ROLL CALL TRAINING FILES RECORD TYPES:	TO+2	TO+5	Ν	N	N	
/PDX/17/	O221.	SAFETY SURVEY CHECKLIST FILE RECORD TYPES:	CL+2	CL+4	Ν	N	N	
/PDX/17/	0222.	SEARCH WARRANTS RECORD TYPES:	TO+10	TO+10	Ν	N	N	
RETEN	ITION CODES	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PE TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	RMANENT SU	SUPERCEDED TE=	TERM	IINAT	ON	
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRON MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL I					PE	
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL						

City of Los Angeles

City Clerk/Records Management Division

City Clerk/Records Management Division		gement Division	City of Los Angeles Departmental Records Disposition Schedule Original Records			Page 43 Date: August 28, 2018				
<b>Record</b> s	of:	LOS ANGELES POLICE DEPA	RTMENT/DEVONSHIRE AREA							
/P <u>DX/17</u>			CERTI	FIED PER SECTION	N 12.3 OF LOS A	NGELES AD	MINIST	RATIVE COD		
Sched. No.	Sched. Item No.	<i>Record Title</i> ( <i>Description / Sub Categories / Ren</i>	narks)	Retent Offic	ion (YEARS) ce Total			rd Type CL		
	otherwise sp		years, including records not included in the Schedule ite erwise required by law, or unless, consistent with state la				shed l	'Y		
/PDX/17/	O223.	SEMI-ANNUAL EQUIPMENT REPORT FORM: LAPD 15.61 RECORD TYPES:	DRT (LAPD 15.61)	TO+2	TO+5		N N	Ν		
/PDX/17/	O224.	SHOTS FIRED LOG RECORD TYPES:		TO+1	TO+5		N N	Ν		
/PDX/17/	O225.	SPECIAL INVESTIGATOR'S ASSIC FORM: LAPD 15.60 RECORD TYPES:	GNMENT/CONTROL LOG (LAPD 15.60)	TO+2	TO+5		N N	N		
/PDX/17/	O226.	SPEED ZONE SURVEYS (DT 27 FORM: DT 270 RECORD TYPES:	0)	TO+2	TO+5		N N	N		
/PDX/17/	O227.	STAFF MEETING MINUTES RECORD TYPES:		TO+2	TO+5		N N	Ν		
	O228.									
RETEN	TION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CL TO=THE DATE OF THE RECORD, i.e. the	OSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION "TO DATE"	PE=PERMANENT	SU=SUPERCE	DED TE=TE	RMIN	ATION		
	CODES: RD TYPE:	AT=AUDIO TAPE BP=BLUEPRINT BK=B0	DOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELE PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OF					<sup>-</sup> APE		

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Date: August 28, 2018

# **Original Records**

Records PDX/12	v	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	CERTIFIED PER SECTION 12.	3 OF LOS ANGELES A	DMIN	VISTR	ATIV
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord H	
	otherwise sp	shall be retained for a minimum of two years, including records not included in the Schedu pecified by law or a longer period is otherwise required by law, or unless, consistent with sta volution of the City Council.				ed by	
/PDX/17/		SUPERIOR/MISDEMEANOR TRIAL COURT WORKSHEETS RECORD TYPES:	CL+2	CL+4	Ν	Ν	Ν
/PDX/17/	O229.	SUPERIOR TRIAL INFORMATION CARD (LAPD TEMP) FORM: LAPD TEMP RECORD TYPES:	CL+2	CL+4	N	Ν	N
/PDX/17/	O230.	SYSTEM TO PRIORITIZE ACCIDENT REPORTING (S.P.A.R.) LOGS RECORD TYPES:	TO+2	TO+10	N	Ν	N
/PDX/17/	O231.	TACTICAL MANUAL RECORD TYPES:	AR+2	AR+4	N	Ν	N
/PDX/17/	O232.	TACTICAL MANUAL INVENTORY LIST RECORD TYPES:	TO+3	TO+5	N	Ν	N
/PDX/17/	O233.	TACTICAL MANUAL RESEARCH PAPERS RECORD TYPES:	TO+3	TO+5	N	Ν	N
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRA TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	TION PE=PERMANENT SU	=SUPERCEDED TE=	TERM	/INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT C					PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

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Date: August 28, 2018

Records	of:	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA					
P <u>DX/17</u>	7/		<b>CERTIFIED PER SECTION 12.</b>	3 OF LOS ANGEL	ES ADM	INIST	RATIV
Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Me Total Co			ł Туре С
	otherwise	Is shall be retained for a minimum of two years, including records not included in the Sched specified by law or a longer period is otherwise required by law, or unless, consistent with su esolution of the City Council.				hed by	,
/PDX/17/	0234.	TAPE TRANSCRIPTION LOG - OFFICER INVOLVED SHOOTINGS RECORD TYPES:	TO+5	TO+30	N	I N	Ν
'PDX/17/	O235.	TELEPHONE TOLL CALL LOG (LAPD 7.22) FORM: LAPD 7.22 RECORD TYPES:	TO+2	TO+5	N	I N	Ν
/PDX/17/	O236.	TELETYPE MESSAGE NUMBER LOG (LAPD 7.23) FORM: LAPD 7.23 RECORD TYPES:	TO+2	TO+5	N	I N	N
/PDX/17/	O237.	TIE BAR FILES RECORD TYPES:	TO+2	TO+5	N	I N	Ν
/PDX/17/	O238.	TRAFFIC ACCIDENT REPORT FILE	TO+2	TO+5	N	I N	N

RECORD TYPES: A-HIT AND RUN SUPPLEMENT-LAPD 4.3 **B-TRAFFIC ACCIDENT INFORMATION-LAPD 4.37** C-TRAFFIC ACCIDENT REPORT INVESTIGATION-LAPD 4.2 D-TRAFFIC ACCIDENT STATUS REPORT-LAPD 4.16 E-TRAFFIC ACCIDENT REPORT-LAPD 4.1 TO+2 TO+5 /PDX/17/ 0239. TRAFFIC COURT FILES N N N **RECORD TYPES:** RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

City Cler	k/Records Man	agement Division	City of Los Angeles Departmental Records Disposition Schedule			e 46 e: August	t 28, 2	018
Records	of:	LOS ANGELES POLICE I	Original Records DEPARTMENT/DEVONSHIRE AREA			-		
/PDX/17	•			CERTIFIED PER SECTION	12.3 OF LOS ANG	ELES ADMI	NISTR	ATIVE CODE
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categorie	s / Remarks )	Retenti Office	on (YEARS) e Total			Type CL
	otherwise s		of two years, including records not included in is otherwise required by law, or unless, consist				ed by	_
/PDX/17/	O240.	TRAFFIC DAILY FIELD ACTI FORM: LAPD 15.52 RECORD TY		TO+2	TO+5	Ν	N	N
/PDX/17/	O241.	TRAFFIC DEAD BODY BOOP RECORD TYPES:	κ	TO+3	TO+5	Ν	N	N
/PDX/17/	0242.	TRAFFIC ENFORCEMENT R FORM: LAPD 4.6 RECORD TYPE		TO+2	TO+5	Ν	N	N
/PDX/17/	O243.	TRAFFIC MANUAL RECORD TYPES:		AR+2	AR+4	Ν	N	N
/PDX/17/	O244.	TRAFFIC SAFETY PRESENT RECORD TYPES:	ATIONS	TO+2	TO+5	Ν	N	N
	O245.							_
RETEN	TION CODES	: AU=AUDIT AR=ANNUAL REVIEW TO=THE DATE OF THE RECORD, i	CL=CLOSED CO=COMPLETION CA=CANCELLED .e. the "TO DATE"	EX=EXPIRATION PE=PERMANENT	SU=SUPERCEDE	ED TE=TERI	MINAT	ION
	CODES:	MC=MICROFICHE MF=MICROFILM	BK=BOOKS CP=COMPUTER PRINT OUT DO=DOG M PH=PHOTO NG=NEGATIVE OD=OVERSIZED DC					PE
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONF	IDENTIAL LELEGAL					

#### City of Los Angeles Departmental Records Disposition Schedule ds

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Original	l Record
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P <u>DX/17</u>	7/		<b>CERTIFIED PER SECTION 12.</b>	3 OF LOS ANGELES A	DMIN	VISTR	ATIV
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord H	
	otherwise sp	shall be retained for a minimum of two years, including records not included in t pecified by law or a longer period is otherwise required by law, or unless, consiste volution of the City Council.				ed by	_
/PDX/17/		TRAFFIC STUDIES & SURVEYS RECORD TYPES:	TO+2	TO+5	Ν	Ν	Ν
/PDX/17/	O246.	TRANSFER DOCUMENTATION RECORD TYPES:	TO+3	TO+5	N	Ν	N
/PDX/17/	O247.	TRAVEL LOG RECORD TYPES:	TO+1	TO+5	N	N	N
/PDX/17/	O248.	UNUSUAL OCCURRENCE AFTER ACTION REPORTS RECORD TYPES:	TO+10	TO+10	N	N	N
/PDX/17/	O249.	UNUSUAL OCCURRENCE LOG RECORD TYPES:	TO+1	TO+10	N	N	N
/PDX/17/	O250.	UNUSUAL OCCURRENCE MOBILIZATION PLAN RECORD TYPES:	TO+10	TO+10	N	N	N
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED E TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	X=EXPIRATION PE=PERMANENT SU	=SUPERCEDED TE=	TERM	/INAT	ION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOC MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOC					PE
RECO	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL					

ecords	of:	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA				
P <u>DX/17</u>		Cl	ERTIFIED PER SECTION 12.	3 OF LOS ANGELES A	DMIN	ISTRATI
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Media Total Code		cord Ty <sub>l</sub> H C
	otherwise	Is shall be retained for a minimum of two years, including records not included in the Schedu specified by law or a longer period is otherwise required by law, or unless, consistent with states resolution of the City Council.				rd by
/PDX/17/	O251.	UNUSUAL OCCURRENCE TIME CARDS (LAPD 14.14) FORM: LAPD 14.14 RECORD TYPES:	TO+10	TO+10	Ν	N N
/PDX/17/	O252.	UNUSUAL OCCURRENCE TIME/WAGE REPORTS RECORD TYPES:	TO+10	TO+10	N	N N
/PDX/17/	O253.	USE OF FORCE REPORT (LAPD 1.67.) FORM: LAPD 1.67. RECORD TYPES:	TO+2	TO+10	N	N N
/PDX/17/	O254.	VACATION SCHEDULES (LAPD TEMP) FORM: LAPD TEMP RECORD TYPES:	TO+2	TO+10	N	N N
/PDX/17/	O255.	VEHICLE AND EQUIPMENT ISSUE ASSIGNMENT SHEET (LAPD 15.66) FORM: LAPD 15.66 RECORD TYPES:	TO+2	TO+5	Ν	N N
/PDX/17/	O256.	VEHICLE RESOURCES QUARTERLY REPORT (LAPD 15.69) FORM: LAPD 15.69 RECORD TYPES:	TO+2	TO+5	N	N N
RETEN	TION CODE	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRAT TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	TION PE=PERMANENT SU	SUPERCEDED TE=	TERM	IINATION
MEDIA	CODES:	AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT EL= MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OF				

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

City of Los Angeles Departmental Records Disposition Schedule

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Records of:	LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA	

Sched.	Sched.	Record Title	Retention	ı (YEARS) Med	ia R	ecord	! Тур
No.	Item No.	(Description / Sub Categories / Remarks)	Office	Total Cod		H	
	otherwise .	s shall be retained for a minimum of two years, including records not include specified by law or a longer period is otherwise required by law, or unless, co ssolution of the City Council.				ned by	,
/PDX/17/	O257.	VICE FILES RECORD TYPES: A-VICE UNIT APPLICANT FILE-LAPD 15.88 B-VICE ARRESTS/INFORMATION-LAPD 15.54.2 C-VICE ARRESTEE LOG BOOK D-VICE CLEARANCE FILE E-VICE COMPLAINT LOG BOOK F-VICE INDEX CARDS G-VICE INFORMATION CARDS-LAPD 15.36 H-VICE UNIT ROSTER I-AREA VICE ARREST SUMMARY-LAPD 15.56 E-VICE INDEX CARDS	CL+2	CL+4	Ν	Ν	Ν
'PDX/17/	O258.	F-VICE INDEX CARDS VICTIM LOG (RAPES) RECORD TYPES:	TO+5	TO+10	N	N	Ν
'PDX/17/	O259.	VIDEO TAPE REQUEST LOG RECORD TYPES:	TO+1	TO+5	N	N	Ν
'PDX/17/	O260.	VISITING DIGNITARY EXPENDITURES RECORD TYPES:	TO+3	TO+5	N	N	Ν
/PDX/17/	O261.	VISITING OFFICER ARREST LOG RECORD TYPES:	TO+1	TO+5	N	N	N
/PDX/17/ RETEN							

MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

City Cleri	k/Records Mana	gement Division	City of Los Angeles Departmental Records Disposition S	Schedule	Page 50 Date:	August 28,	2018
Records	of:	LOS ANGELES POLICE DEP	Original Records ARTMENT/DEVONSHIRE AREA				
PDX/17	0			<b>CERTIFIED PER SECTION 12</b>	.3 OF LOS ANGELE	S ADMINIST	RATIVE (
Sched. No.	Sched. Item No.	Record Title ( Description / Sub Categories / Re	emarks)	Retention Office	(YEARS) Mea Total Coa		d Type CL
	otherwise sp		o years, including records not included in the So herwise required by law, or unless, consistent wi				y
/PDX/17/	O262.	VISITOR PASSES ISSUED LOG E RECORD TYPES:	300K - HOSPITAL DETAIL	TO+1	TO+5	N N	N
/PDX/17/	O264.	WATCH ASSIGNMENT AND TIME FORM: LAPD 15.10 RECORD TYPES:	EKEEPING RECORD (LAPD 15.10)	TO+2	TO+5	N N	N
(PDX/17/	O265.	WATCH COMMANDER'S DAILY F FORM: LAPD 126 RECORD TYPES:	REPORT (LAPD 126)	TO+2	TO+5	N N	N
'PDX/17/	O266.	WATCH RECAP OF TRAFFIC AC FORM: TEMP 143 RECORD TYPES:	TIVITIES (TEMP 143)	TO+2	TO+5	N N	N
/PDX/17/	O267.	ABUSED CHILD RECORD TYPES:		CL+5	CL+30	N N	N
	O268.						
RETEN	ITION CODES:	AU=AUDIT AR=ANNUAL REVIEW CL=C TO=THE DATE OF THE RECORD, i.e. the	LOSED CO=COMPLETION CA=CANCELLED EX=E> • <b>"TO DATE"</b>	KPIRATION PE=PERMANENT SU	SUPERCEDED	E=TERMINA	TION
MEDIA	CODES:		BOOKS CP=COMPUTER PRINT OUT DO=DOCUMEN PHOTO NG=NEGATIVE OD=OVERSIZED DOCUME				APE
RECOF	RD TYPE:	V=VITAL H=HISTORICAL C=CONFIDEN	TIAL L=LEGAL				

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Date: August 28, 2018

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P <u>DX/17</u>			CERTIFIED PER SECTION 12.		-		
Sched. No.	Sched. Item No.	<b>Record Title</b> ( Description / Sub Categories / Remarks )	Retention Office	(YEARS) Media Total Code		cord H	
/PDX/17/	otherwise	Is shall be retained for a minimum of two years, including records not included specified by law or a longer period is otherwise required by law, or unless, con esolution of the City Council. BANK ROBBERY					
		RECORD TYPES:	CL+5	CL+30	IN	IN	IN
/PDX/17/	O269.	CRIME AGAINST PERSON RECORD TYPES:	CL+2	CL+4	N	N	N
/PDX/17/	O270.	CRIME AGAINST PROPERTY RECORD TYPES:	CL+1	CL+10	N	Ν	N
/PDX/17/	O271.	DOMESTIC VIOLENCE RECORD TYPES:	CL+5	CL+35	N	Ν	N
/PDX/17/	O272.	HIJACK RECORD TYPES:	CL+5	CL+20	N	N	N
/PDX/17/	O273.	DETECTIVES CASE ENVELOPE RECORD TYPES:	CL+2	CL+4	N	N	N

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ecords	of:	Original Records LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA			Augus	. 20, 1	.010
PDX/17	v		PER SECTION 12.	3 OF LOS ANGELES	S ADMI	NISTI	RATIVE
Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	Retention Office	(YEARS) Medi Total Code			l Type C I
	otherwise	Is shall be retained for a minimum of two years, including records not included in the Schedule items lis specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a d resolution of the City Council.				ed by	,
/PDX/17/	0274.	NARCOTICS RECORD TYPES:	CL+5	CL+30	N	Ν	Ν
PDX/17/	O275.	RAPE RECORD TYPES:	CL+5	CL+35	N	N	N
PDX/17/	O276.	ROBBERY RECORD TYPES:	CL+3	CL+28	N	N	N
PDX/17/	O277.	SEXUALLY EXPLOITED CHILD RECORD TYPES:	CL+5	CL+30	N	Ν	N
/PDX/17/	O278.	EMPLOYEE COMMENT SHEET (1.77/1.77.) (WHEN EMPLOYEE MOVES TO NEW ASSIGNMENT, COMMENT FILES FOLLOW EMPLOYEE) FORM: 1.77/1.7 RECORD TYPES:	TO+2 7.	TO+5	N	Ν	N
/PDX/17/	O279.	INVESTIGATIVE MATERIAL CONTROL LOG (1.81.12) FORM: 1.81.12 RECORD TYPES: Confidential	TO+2	TO+10	N	N	Y
RETEN	ITION CODE	S: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=F TO=THE DATE OF THE RECORD, i.e. the "TO DATE"	ERMANENT SU	SUPERCEDED T	E=TER	MINA	ΓΙΟΝ
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DECO							

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

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# Records of: LOS ANGELES POLICE DEPARTMENT/DEVONSHIRE AREA

## /PDX/17/

#### **CERTIFIED PER SECTION 12.3 OF LOS ANGELES ADMINISTRATIVE CODE**

Sched. Sch	ĸ	ecord Title	Retention (	YEARS) -	- Media	Record	d Type	
No. Ite		Description / Sub Categories / Remarks )	Office	Total	Code	V H	CI	L

All records shall be retained for a minimum of two years, including records not included in the Schedule items listed below unless a shorter period is otherwise specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a different period of retention is established by order or resolution of the City Council.

/PDX/17/	O280.	PERSONNEL COMPLAINT ENVELOPE (1.81.11)	TO+2	TO+10	ΝΝΥ
		FORM: 1.81.11 RECORD TYPES: Confidential			

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. the "TO DATE"

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