

To	From
BOARD OF HARBOR COMMISSIONERS	
EXECUTIVE DIRECTOR	
DED - DEVELOPMENT	
DED - FINANCE & ADMINISTRATION	
DED - OPERATIONS	
DED - BUSINESS DEVELOPMENT	
DED - EXTERNAL RELATIONS	
SENIOR DIRECTOR , COMMUNICATIONS	
DIRECTOR, GOVERNMENT AFFAIRS	
ACCOUNTING	
CHIEF FINANCIAL OFFICER	
CITY ATTORNEY	
COMMISSION OFFICE	
COMMUNITY RELATIONS	
CONSTRUCTION	
CONSTRUCTION & MAINTENANCE	
CONTRACTS & PURCHASING	
CORPORATE COMMUNICATIONS	
DEBT & TREASURY	
ECONOMIC DEVELOPMENT	
ENGINEERING	

CITY OF LOS ANGELES
HARBOR DEPARTMENT

OFFICE MEMORANDUM

June 1, 2010

To	From
ENVIRONMENTAL MANAGEMENT	
FINANCIAL MANAGEMENT	
GOODS MOVEMENT	
GRAPHIC SERVICES	
HOMELAND SECURITY	
HUMAN RESOURCES	
INFORMATION TECHNOLOGY	
LEGISLATIVE AFFAIRS	
MANAGEMENT AUDIT	
MARKETING	
MEDIA RELATIONS	
PLANNING & RESEARCH	
PORT PILOTS	
x PORT POLICE	
REAL ESTATE	
RISK MANAGEMENT	
TRADE SERVICES	
WHARFINGERS	

SUBJECT: DAILY TRAINING BULLETIN PROGRAM FOR ALL SWORN PORT POLICE STAFF

Beginning Monday June 14, 2010 the Port Police is initiating an exciting new component of our training program that will enhance our commitment to maintaining the highest standards.

Every work day, each sworn officer will be required to complete approximately 10 to 15 minutes of on-line training using the Lexipol Daily Training Bulletin (DTB) function. The DTBs will be available on the Lexipol webpage using your previously assigned log-on. This project is being co-managed by the Training Division and the Research and Discovery section. You will receive further directions and notifications from them on matters related to the implementation of this program including how many you are required to complete by what dates.

Each DTB is designed to take from three to seven minutes to complete. Lexipol issues one for each calendar day of each month. Therefore in order to complete all training for the month, an officer on a compressed work schedule will be required to complete approximately two DTBs per work day but this may vary slightly depending on content.

Each on-line training program is designed to regularly expose every officer to "high risk, low frequency" policies that officers need to recognize during the performance of their duties. The training is designed to focus on events that have the highest probability of causing serious safety and liability problems.

It is important to note, the goal is not to merely test individuals, rather to provide exposure to our agency's policies through scenario based training and its real world application. DTBs also provide an efficient and timely method of delivering policy updates and addressing current events. These issues can include the latest case decisions, officer safety issues, as well as contemporary issues.


RONALD J. BOYD
Chief of Police

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