

# SAN DIEGO POLICE DEPARTMENT PROCEDURE

**DATE:** January 15, 2016

**NUMBER:** 2.02 - COMMUNICATIONS

**SUBJECT:** COMMUNICATIONS UNIT DESIGNATOR SYSTEM

**RELATED POLICY:** [2.02](#)

**ORIGINATING DIVISION:** COMMUNICATIONS

**NEW PROCEDURE:**

**PROCEDURAL CHANGE:**

**SUPERSEDES:** DP 2.02 - 04/12/13

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## **I. PURPOSE**

This Department procedure establishes guidelines for the development and implementation of the Communications Division unit designator system.

## **II. SCOPE**

This procedure applies to all members of the Department.

## **III. PROCEDURES**

A. Radio unit designators are designed to:

1. Allow area command/geographic identification of units;
2. Identify assignment;
3. Identify investigative units;
4. Identify supervisors;
5. Allow watch identification during shift change; and,
6. Accommodate future growth.

## B. Alpha Codes

### 1. Ranks

C - Captain (for example, 100C, 200C, 300C, etc.).

L - Lieutenant (pattern follows service area identification, not watch - for example, 230L, 510L, 820L).

S - Patrol sergeants will follow this pattern:

1st Watch:	431S1/432S1	441S1/442S1	
2nd Watch:	813S2/814S2	823S2/824S2	833S2/834S2
3rd Watch:	315S3/316S3	325S3/326S3	

If additional sergeants are working in the area, they will be identified as follows:

1st Watch:	237S1	247S1	
2nd Watch:	818S2	828S2	838S2
3rd Watch:	719S3	729S3	

D - Detective

### 2. Unit Designators

NEW

A - Alpha (Overtime officers, will handle all calls for service, this includes 11-10's, not considered 11-86) For example: 524A, 121A

B - One officer extra unit - first and third watch

BK - Bike unit

E - Juvenile Services Team or DUI enforcement unit

F - Special Events Traffic Controller

G - Officer with trainee - first and third watch

NEW

H - Patrol Trainee (Observation Phase) For example: 524H2, 121H1

I - Impound/Abatement unit

J - One officer unit - first and third watch

K - Two officer unit - first and third watch

M - Traffic Motor unit

N - Canine unit

O - Indochinese Service Officer (ISO)

P - Parking Enforcement unit

PT - PERT officer with clinician

Q - Special detail unit

R - Report unit

RS - Retired Senior Volunteer Patrol Traffic unit

RSV - Retired Senior Volunteer Patrol

- T - Traffic unit
- U - Officer with trainee, second watch
- V - One officer extra unit, second watch
- W - Two officer extra unit, second watch
- WK - Walking unit
- X - Two officer extra unit, first and third watch
- Y - One officer unit, second watch
- Z - Two-officer unit, second watch

C. Chief Officers and Department Operations

<u>Unit Designator</u>	<u>Division/Unit</u>
1	Chief of Police
2 - 19	Chief's Executive Committee member
20 - 89	Chief's Services
91 - 98	Special Services
1901L	Criminal Intelligence Lieutenant
1902 - 1940	Criminal Intelligence Unit
2230 - 2245	Equal Employment Office
2270L	Internal Affairs Lieutenant
2271 - 2289	Internal Affairs Unit
2650 - 2651	Public Information
3001 - 3004	Legal Advisors
4000 - 4010	Wellness Unit

D. Patrol Operations

In most cases, each command is allotted a block of 100 consecutive numbers. **Designators ending in "99" or "88" shall never be used. These numbers, misheard, could cause unnecessary emergency responses.**

1. Patrol unit designators - for example, Unit 831J1

- "8" - Mid-City area command
- "3" - Service area
- "1" - Primary officer assigned to beat 831
- "J" - One officer unit
- "1" - First watch

2. Each command will use a number series denoting service area number through the first 40 of their allotted numbers. Northern Division will use the 40 series for their "C" squad. After that, the series are to be used as follows:

- 50s - Juvenile services teams, power squads, "C" squads, or established special details - often available for radio calls

- 60s - Special details
- 70s - Special details, for example 173S, 178J
- 80s - Special details, for example 681S, 883Q
- 90s - Area command narcotic units

3. Retired Senior Volunteer Patrol units will use RSV\_\_\_\_, indicating the beat number, as with patrol. For example:

RSV234, RSVP unit, Northeastern Division, 230 Service Area  
RSV812, RSVP unit, Mid-City Division, 810 Service Area

4. Investigations

Area command investigators will identify using the specific assigned beat.  
For example:

110S: 111D, 112D, 113D, 114D, etc.  
820S: 821D, 822D, 823D, 824D, etc.  
230S: 231D, 232D, 233D, 234D, etc.

5. Community Relations Officers will be identified by the last number in their designator. For example:

101: University City/Clairemont, 110 service area  
602: Uptown, 620 service area

6. Specialty Units

2011 - 2019 Homeless Outreach Team

1A2 (or similar format) - Mobile Field Force (MFF)

CRT51 - will be used by off-duty officers going to court in police equipment. The first number will identify the area station. Each command will have nine unit numbers available.

7. Watch Commander

L1 - L5 Field Lieutenants

E. Special Operations

1. Traffic Division

AIB officers' unit designators will use the first number of the area command they are assigned to work, and the third number of the traffic squad identifier (odd numbers - A Squad, even numbers - B Squad) and shift hours (1 or 2 = 1<sup>st</sup> watch, 3 or 4 = 2<sup>nd</sup> watch, 5 or 6 = 3<sup>rd</sup> watch). For example:

101T1/103T2/105T3 - Northern 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> watch, "A" squad  
 802T1/804T2/806T3 - Mid-City 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> watch, "B" squad

Motor officers will use beat numbers as identifiers; for example, 111M and 712M.

<u>Unit Designator</u>	<u>Division/Unit</u>
3900C	Traffic Captain
3901L	Traffic Motor Lieutenant
3900S	Special Enforcement Sergeant
3901 - 3909Q	Special Enforcement Officers
3910L	Traffic Operations Lieutenant
3910 - 3919S	Accident Investigation Bureau Sergeants
3920S	Beach Team Motor Sergeant
3921 - 3929M	Beach Team Motor Officers
3921 - 3929S	Motor Sergeants
3922T, 3923T	Commercial Vehicle Enforcement Officers
3930S	STOP Sergeant
3931 - 3939T/M	STOP Officers
3940S	DUI Enforcement Sergeant
3941 - 3959E	DUI Enforcement Officers
RS3941 - RS3969	Traffic RSVP
3950S, 3960S	Traffic Investigation Unit Sergeants
3951 - 3969D	Traffic Investigation Unit Detectives
3970S	Vehicle Abatement Sergeant
3971 - 3979I	Vehicle Abatement Officers
3971 - 3979X	Movie Detail Officers
3980S	Photo Red Light Sergeant
3990S	Fleet Safety Sergeant

NEW

<u>Unit Designator</u>	<u>Division/Unit</u>
2020L	Air Support Lieutenant
2020 - 2035	Air Support Unit
2601L	Special Event Operations Lieutenant
2601 - 2603S	Special Event Operations Sergeant
2604 - 2619	Special Event Operations Unit
3201PL	Senior Parking Enforcement Supervisor
3202 - 3209PS	Parking Enforcement Supervisor
3220P - 3298P	Parking Enforcement Officer

2. Operational Support

<u>Unit Designator</u>	<u>Division/Unit</u>
2000C	Operational Support Captain
2001L	Operational Support Lieutenant
2002L	H.O.T. Team Lieutenant
2001S	Operational Support Sergeant
2003 - 2009	Operational Support Administration
2060L	SWAT Lieutenant
2060 - 2098	SWAT/SRT
2540S	Critical Incident Management Sergeant
2541 - 2545	Critical Incident Management Unit
2901L	Canine Lieutenant
2901 - 2970	Canine Unit

F. Centralized Investigations - In most cases, the following numerical reference guide applies:

##00 - Captain  
##01 - Lieutenant  
##10, ##20, ##30, etc. - Sergeant  
##11-##19, ##21-##29, ##31-##39, etc - Officer, Detective, Non-sworn

1. Investigations I

<u>Unit Designator</u>	<u>Division/Unit</u>
1200C	Investigations I Captain
1210L	Sex Crimes Lieutenant
1202 - 1229	Child Abuse Unit
1401L	Vice Lieutenant
1410 - 1429	Vice Operations - Police Permits and Licensing
1430 - 1439	Vice Administration - Code Compliance
1550 - 1569	Sex Crimes Unit
1580 - 1598	290 and Internet Crimes Against Children
1801L	Vice Operations Lieutenant
1820 - 1869	Vice Operations
2701L	Narcotics Task Force Lieutenant
2702 - 2789	Narcotics Task Force
2790 - 2798	Operation Alliance
2801L	Narcotics Lieutenant
2802 - 2878	Narcotics Unit, DART and Drug Court

2. Investigations II

<u>Unit Designator</u>	<u>Division/Unit</u>
1500C	Investigations II Captain
1301 - 2L	Gang Unit Lieutenant
1301 - 1303	FBI – Violent Crimes Task Force (Gangs)
GS10 - GS49	Gang Suppression Team
1330 - 1379	Gang Unit
1390 - 1398	Graffiti Strike Force
1501L	Robbery Lieutenant
1502 - 1540	Robbery Unit
1570 - 1579	DA Liaison Unit
1601 - 2L	Homicide Lieutenant
1603 - 1659	Homicide Unit
1680	Adult Missing Persons
1701L	Economic Crimes Lieutenant
1702 - 1710	Metro Arson Strike Team
1720 - 1729	Identity Theft Unit
1730 - 1739	Regional Fraud Task Force
1740 - 1749	Financial Crimes Unit/CATCH Team
1750 - 1759	Elder Abuse
DA1760 - DA1779	DA Gang Unit
1780 - 1798D	City Attorney Investigators
2041 - 2059	Auto Theft Unit
2990 - 2993	Court Liaison Unit

3. Family Justice Center

<u>Unit Designator</u>	<u>Division/Unit</u>
1201L	Domestic Violence Lieutenant
1230 - 1269	Domestic Violence Unit

4. Crime Laboratory

<u>Unit Designator</u>	<u>Division/Unit</u>
1711 - 1719	Regional Computer Forensic Laboratory

G. Neighborhood Policing

<u>Unit Designator</u>	<u>Division/Unit</u>
1270 - 1275	Juvenile Administration
2100 - 2120	Reserve Unit
2260 - 2269	Research, Analysis, and Planning Unit
2301L	Backgrounds Lieutenant
2302 - 2349	Background Investigations Unit
2350 - 2359	Recruiting

2380 - 2398	Medical Assistance Unit
2400 - 2409	Training and Development/Academy
2410 - 2419	Neighborhood Policing Team
2420 - 2429	New Technology Unit/CRMS
2430 - 2449	In-Service Training/CORE Instructors
2465 - 2479	Range
2480 - 2489	Field Training Office
2490 - 2498	Volunteer Services
2500C	Communications Program Manager
2501 - 2502L	Communications Dispatch Administrators
2503 - 2519	Communications Division
2520 - 2529	Facilities Management and Development

1. Reserve officers' area of responsibility is denoted by the fourth number in their call sign. For example:

2111J: One officer reserve unit working Northern Division 1<sup>st</sup>/3<sup>rd</sup> Watch

2115K: Two officer reserve unit working Central Division 1<sup>st</sup>/3<sup>rd</sup> Watch

2118Z: Two officer reserve unit working Mid-City Division 2<sup>nd</sup> Watch

#### H. Distribution

1. Each commanding officer is responsible for the development and appropriate distribution of detailed lists of unit designator assignments following these guidelines:
  - a. Distribution must include Communications Division and the Watch Commander's Office.
  - b. Unit designator lists should be incorporated in the call-back plans.
2. Significant personnel changes that occur mid-shift may warrant updating and redistributing the call-back plan, at the discretion of the commanding officer.