

GENERAL OFFICE MEMORANDUM 19-100

TO: ALL DEPUTY DISTRICT ATTORNEYS

FROM:  JOSEPH P. ESPOSITO
Chief Deputy District Attorney

SUBJECT: THREE-DAY COMPREHENSIVE BASIC VIP TRAINING
OCTOBER 16, 17 & 18, 2019

DATE: OCTOBER 3, 2019

The Training Division is pleased to announce a three-day Comprehensive Basic Victim Impact Program (VIP) training course to be held on October 16, 17, and 18, 2019. The course will be held from 8:30 a.m. to 4:30 p.m. (registration begins at 8:00 a.m.) and will take place at:

LADA Training Center – Hall of Records
320 West Temple Street, Room 1140
Los Angeles, CA 90012

Special Directive (SD) 08-02 (Policy and Procedural Changes Resulting from the Harris Report), requires that all deputy district attorneys (DDAs) prosecuting VIP cases complete the first available three-day Basic VIP training course after beginning a VIP assignment in Line Operations. The three-day course will include training in domestic violence, child physical abuse and neglect, adult and child sexual abuse, elder and dependent adult physical abuse and neglect and financial abuse, as well as other VIP category cases. This course also satisfies the training requirement for all branch office head deputies.

DDAs who have completed the one-day VIP Core Training Domestic Violence course are required to complete the three-day VIP course in order to satisfy the Basic VIP course requirement of SD 08-02. DDAs who have completed the required three-day VIP course are also required pursuant to SD 08-02 to attend an Advanced-Level VIP course once every year while assigned to VIP.

DDAs must obtain prior approval from their Head Deputy and VIP DIC to register for the three-day VIP course, complete a Request for Approval of Travel/Training form, and notify Susan Powers in the Training Division by email at spowers@da.lacounty.gov by October 10, 2019. DDAs requesting parking in Lot 12 adjacent to the Hall of Justice must include in the email the year, make, model, color and license plate of their vehicle. Requests for parking must be made more than 48 hours in advance of the training. Approval for parking cannot be guaranteed.

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