

*Amends*

*6-0-PEP-201.19*

1. REQUEST FOR <input checked="" type="checkbox"/> LOCAL LOOKOUT <input type="checkbox"/> INTERSTATE TT <input type="checkbox"/> ADMINISTRATIVE TT <input checked="" type="checkbox"/> DETAIL (See Reverse)	2. TYPE <input type="checkbox"/> ORIGINAL <input type="checkbox"/> EXPEDITE <input type="checkbox"/> ADDITIONAL <input type="checkbox"/> CANCEL <input type="checkbox"/> CORRECTION <input type="checkbox"/> REPEAT <input type="checkbox"/> REPLY	3. COMPLAINT NUMBER	6. DATE OF REQUEST December 31, 2003
		4. UNIT NUMBER 727-4363	7. REQUESTING ELEMENT OEAC
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED

*60 20119*

9. TO  
**THE FORCE**

10. NAME OF WANTED PERSON	11. WANTED BY	12. CHARGE
13. COMPLAINANT-S NAME		14. COMPLAINANT-S ADDRESS

15. DESCRIPTION OF WANTED PERSON OR MESSAGE

Due to the continued threat of possible terrorist activity, it is important for units to maintain a current recall roster of all personnel.

Accordingly, all members, sworn and civilian, shall complete a PD Form 73 (Personnel Action Form) indicating their current personal information to include address, telephone number, emergency contact, marital status, specialized training (i.e. STAT, CDU, etc.), no later than January 10, 2004. Members are to submit the updated form to their Commanding Officer/Director, **even if there has not been any change to the member's personal information.** The Commanding Officer/Director shall forward a copy to the Human Services Division in addition to updating the member's personnel file.

Additionally, members will be required to submit an updated PD 73 **every year** by January 10<sup>th</sup>.

This directive will be incorporated into all pertinent General Orders in the near future.

SENDER-BADGE-ORG. ELM.	AUTHORIZED BY-BADGE-ORG ELM.	BUREAU HEAD APPROVAL Charles H. Ramsey Chief of Police
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REMARKS	COMMUNICATIONS DIVISION USE ONLY
	DATE AND TIME
	FILE
	TELETYPE NUMBER TT-12-068-03

Distribution: 1- Communications Division

2- Element File Copy  
PCJF v. DC (FOIA)

AMEND G.O. G.O. 201.19

P.D. 360 Rev. 9/85 METROPOLITAN POLICE DEPARTMENT - Washington, D.C. - REQUEST FOR TELETYPE MESSAGE

1. REQUEST FOR <input type="checkbox"/> LOCAL LOOKOUT	2. TYPE <input type="checkbox"/> ORIGINAL <input type="checkbox"/> EXPEDITE	3. COMPLAINT NUMBER	6. DATE OF REQUEST December 31, 2003
		4. UNIT NUMBER 727-4363	7. REQUESTING ELEMENT OEAC
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED

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