P.O. 501 Bureau Administration			
Effective From:	12/01/2025	Effective To:	Current

P.O. 501 – <u>Bureau Administration</u>

1. BUREAU OF INVESTIGATION COMMAND STRUCTURE
    - i) BOI consists of four divisions.
        - a) Criminal Investigations Division
            1) The Region Commanders report directly to the Criminal Investigations Division Major.
            2) The Criminal Investigations Division consists of Detectives, Narcotics, and Fugitive Apprehension Unit in three regions:
                - (i) Region 1
                    - (a) Baton Rouge Field Office
                    - (b) Covington Field Office
                    - (c) New Orleans Field Office
                    - (d) High Intensity Drug Trafficking Area (HIDTA) Group-New Orleans
                - (ii) Region 2
                    - (a) Houma Field Office
                    - (b) Breaux Bridge Field Office
                    - (c) Lake Charles Field Office
                - (iii) Region 3
                    - (a) Alexandria Field Office
                    - (b) Monroe Field Office
                    - (c) Shreveport Field Office
            3) Each Field Office area will be supervised by an Officer in Charge (OIC) who will hold the rank of Lieutenant.
        - b) Gaming Enforcement Division
            1) The Gaming Commanders and Audit Director report directly to the Gaming Division Major.
            2) The Gaming Enforcement Division consists of two sections that are each commanded by an LSP Captain and one section that is led by an Audit Director:
                - (i) Gaming Operations Section
                    - (a) Baton Rouge Field Office
                    - (b) New Orleans Field Office
                    - (c) Breaux Bridge Field Office
                    - (d) Lake Charles Field Office
                    - (e) Bossier City Field Office
                - (ii) Administrative Support and Indian Gaming Section
                    - (a) Executive Officer/Deputy Commander
                    - (b) Corporate Investigations Unit
                    - (c) Video Poker Investigations Unit
                        - (1) Administrative Support Group
                        - (2) Video Poker Truck Stop Investigative Group
                        - (3) Video Poker Technical Support Group
                    - (d) Indian Gaming Unit
                - (iii) Gaming Audit and Casino Technical Support
                    - (a) Compliance Audit Unit
                    - (b) Corporate Securities Audit Unit
                    - (c) Audit Operations Unit
                        - (1) Video Poker Group

(2) Internal Controls/New Games and Equipment Group
(d) Casino Technical Unit

3) Each Field Office will be supervised and managed by an Officer in Charge (OIC) who will hold the rank of LSP Lieutenant.
4) Each field office is composed of troopers, auditors, technical, and clerical support.

c) Special Investigations Division
1) The Special Investigations Division (SID) consists of two specialized sections that are each commanded by an LSP Captain. Both sections are statewide commands that report directly to the Special Investigations Division Major/Command Inspector.
(i) Special Investigations Section
(a) Special Victims Unit
(b) Technical Support Unit
(c) Cyber Crime Unit (CCU)
(d) Insurance Fraud and Auto Theft (IFAT)
(ii) Investigative Support Section
(a) Louisiana State Analytical and Fusion Exchange (LA-SAFE)
(1) The Fusion Center is supervised by a Director who will hold the rank of Lieutenant and two (2) Deputy Directors who will hold the rank of Sergeant.
(b) Louisiana Clearinghouse for Missing and Exploited Children (LACMEC) and Alerts Unit
(1) The Clearinghouse has one field office in Baton Rouge that serves the entire state.
(2) The unit is supervised by the ISS Lieutenant (Executive Officer).
(3) The Clearinghouse and alerts program are managed by a Statewide Program Coordinator who holds the rank of DPS Criminal Investigator 4.
(c) Criminal Intelligence Unit (CIU)
(1) Region 1 – Baton Rouge, New Orleans, Covington
(2) Region 2 – Lafayette, Houma, Lake Charles
(3) Region 3 – Shreveport, Monroe, Alexandria
(4) Each Region will be supervised by an Officer in Charge (OIC) who will hold the rank of Lieutenant.
(d) Drone/Small Unmanned Aircraft System (sUAS) Unit

d) Force Investigation Unit (FIU)
1) FIU consists of specially trained detectives who are located in three (3) Regions that are supervised by a Sergeant. A statewide Officer in Charge (OIC), who holds the rank of Lieutenant, will supervise the Regional Sergeants.
2) FIU Region 1 mirrors the geographical boundaries of Troops A, B, L, and Troop NOLA. FIU Region 2 mirrors the geographical boundaries of Troops C, D, and I. FIU Region 3 mirrors the geographical boundaries of Troops E, F, and G.
3) Each Region will have one (1) FIU detective assigned to each CID Field Office.
4) The FIU Commander shall hold the rank of Captain and report directly to the Criminal Investigations Division Major.

2. CALL-OUT SCHEDULES
i) BOI shall provide 24-hour coverage for crimes and incidents reported to the Department as well as requests for assistance from other agencies. Due to the fact that the BOI does not have investigative personnel working on a 24-hour basis, a call-out schedule shall be maintained and posted on the LSP SharePoint call-out list for each field office.
ii) There shall be a schedule for the three Divisions in each troop area.
iii) Investigative squad personnel shall, on a rotating basis, staff the respective schedules.

iv) If complaints or requests for assistance are received after normal working hours, the receiving troop shall notify the appropriate on-call investigative squad personnel.