

ORDINANCE NO. 97600

1  
2 An Ordinance Creating the Civil Defense and Disaster  
3 Board and the Civil Defense and Disaster Corps of The City  
4 of Los Angeles.

5  
6 THE PEOPLE OF THE CITY OF LOS ANGELES

7 DO ORDAIN AS FOLLOWS:

8 Section 1. GENERAL PROVISIONS. It is hereby found and  
9 declared that it is necessary to centralize the direction and  
10 control of the disaster preparations, the duties, responsi-  
11 bilities and activities of all persons, organizations, depart-  
12 ments of the City government, and officers and employees of  
13 the City performing services or rendering aid in the event of  
14 an emergency arising out of a disaster, and to enable the  
15 City to more effectively cooperate with political subdivi-  
16 sions, municipal corporations and other public agencies of  
17 the State of California in preparing to cope with and guard  
18 against conditions which may result in extreme peril to life  
19 and property and the resources of the City as the needs of  
20 the citizens of Los Angeles may demand in the event of a  
21 disaster; and to assist, coordinate and cooperate with the  
22 civil defense and disaster organizations and authorities of  
23 the State of California and the Federal Government in the  
24 successful prosecution of the civil defense.

25 It is further found that it is necessary to declare and  
26 define the duties and responsibilities of various depart-  
27 ments, boards, commissions and officers of The City of  
28 Los Angeles when functioning as part of the civil defense  
29 and disaster forces of The City of Los Angeles, and to pro-  
30 vide the means whereby citizens may cooperate with and  
31 assist in preparing for and coping with an emergency arising  
32 out of a disaster, to the end that the maximum protection

1 of life and property may be afforded to the residents of  
2 The City of Los Angeles.

3 Sec. 2. DEFINITIONS. The term "disaster" as used in  
4 this ordinance shall mean emergencies arising out of acts of  
5 violence affecting the local, state or national welfare;  
6 acts of national enemies, including enemy attack or threat-  
7 ened attack by land, sea, or air; acts or threatened acts of  
8 sabotage; and floods, fires, earthquakes, pestilence,  
9 tornadoes, or other acts of God which threaten to cause  
10 extraordinary loss of life and property, which occurrences,  
11 by reason of their magnitude, are, or are likely to become,  
12 beyond the control of the normal peacetime services,  
13 personnel, equipment and facilities of the regularly con-  
14 stituted branches and departments of the City government.

15 The term "activated" or "activation" as used in this  
16 ordinance shall mean the placing into operation, and the  
17 entering upon active duty, of the civil defense and disaster  
18 organization hereinafter provided for, upon receipt of  
19 official warning of an impending or threatened attack, or  
20 upon the proclamation of the Mayor declaring the existence  
21 of a disaster.

22 The term "Board" shall mean the Civil Defense and  
23 Disaster Board.

24 Sec. 3. DECLARATION OF DISASTER. The Mayor is  
25 hereby empowered to declare the existence of a disaster  
26 when he finds that any of the circumstances described in  
27 Section 2 hereof exist, or at any time a disaster is  
28 declared by the President of the United States or the  
29 Governor of California.

30 Upon receipt of official warning of an impending or  
31 threatened attack, or upon the proclamation of a disaster  
32 the Civil Defense and Disaster Corps shall be immediately

1 activated and all or such portions of its personnel as the  
2 Mayor may direct shall be called into active service. Such  
3 proclamation shall be in writing and shall take effect immedi-  
4 ately upon its issuance. The Mayor shall cause widespread  
5 publicity and notice to be given of such proclamation through  
6 the most feasible and adequate means of disseminating such  
7 notice throughout the City. Immediately upon the restoration  
8 of peace and order the Mayor shall declare the termination  
9 of the existence of an emergency as a result of a disaster.  
10 Such declaration shall be publicized throughout the City.

11 During the period of a disaster the Mayor shall be in  
12 supreme command of the Civil Defense and Disaster Corps. As  
13 such commander he is authorized to promulgate, issue and  
14 enforce rules, regulations and directives which he considers  
15 necessary for the protection of life and property. Such  
16 rules, regulations, orders and directives shall take effect  
17 immediately upon their issuance and copies thereof shall be  
18 filed in the office of the City Clerk.

19 As such commander he may obtain vital supplies and such  
20 other property as is needed for the protection of the life  
21 and property of the people, and bind the City for the fair  
22 value thereof, and, if required immediately, may commandeer  
23 the same for public use; may require emergency service of any  
24 city officer or employee, or any citizen; and may requisition  
25 necessary personnel or material of any city department or  
26 agency.

27 Upon the termination of the existence of a disaster  
28 such rules, regulations, orders or directives shall be of no  
29 further force or effect.

30 Sec. 4. INABILITY OF MAYOR TO ACT. Upon the absence  
31 or inability of the Mayor to act as in this ordinance pro-  
32 vided, his functions and powers shall be performed by the

1 President of the City Council, and in the absence or inability  
2 of both the Mayor and the President of the City Council to  
3 act, then the powers herein provided shall be exercised by  
4 the Chairman of the Board, or, if he is absent or unable to  
5 act, by the Director of Civil Defense.

6 Sec. 5. CIVIL DEFENSE AND DISASTER BOARD. There is  
7 hereby created in the Executive Department of the City a  
8 Civil Defense and Disaster Board consisting of a chairman  
9 and four members, who may be City employees appointed by and  
10 serving at the pleasure of the Mayor.

11 It shall be its duty to advise the Mayor on civil defense  
12 and disaster matters, and, under his direction, to supervise,  
13 control, regulate and manage the affairs of the civil defense  
14 and disaster organization, and to make and enforce all  
15 necessary and desirable rules and regulations therefor.

16 The Board may appoint such committees of the Board, or  
17 such other committees, as it deems advisable for the adminis-  
18 tration of its affairs.

19 Sec. 6. OFFICE OF CIVIL DEFENSE.

20 (A) There is hereby created the Office of Civil Defense,  
21 which shall be a division of the executive department, under  
22 the control and direction of the Director of Civil Defense.  
23 Said Director shall be appointed, and may be removed, by the  
24 Mayor, upon the recommendation of the Board.

25 (B) Subject to the provisions of the Charter and the  
26 rules and regulations of the Board, said Director of Civil  
27 Defense shall have the power and duty:

28 (1) To administer the affairs of the Civil Defense and  
29 Disaster Corps;

30 (2) To recommend the appointment, discharge, suspension,  
31 or transfer of the employees of the Office of Civil Defense,  
32 and to issue instructions to said employees in the line of

1 their duties;

2 (3) To recommend to the Board prior to the beginning of  
3 each fiscal year an annual budget covering the expenditures  
4 of the Office of Civil Defense, conforming so far as practi-  
5 cable to the forms and dates provided in the Charter in  
6 relation to the general City budget;

7 (4) To certify all expenditures of the Office of Civil  
8 Defense to the Chief Accounting Employee of the executive  
9 department;

10 (5) To assist in the development, preparation and  
11 publication of a disaster plan, including plans for the  
12 recruitment and training of personnel, and the procurement of  
13 material and services deemed necessary, and the formulation of  
14 operational orders;

15 (6) To assist in coordinating the authorities, powers,  
16 duties and responsibilities of the various divisions of the  
17 Civil Defense and Disaster Corps;

18 (7) To recommend the furnishing or rendering of aid or  
19 services to other governmental agencies pursuant to any  
20 master mutual-aid agreement approved by the City Council;

21 (8) In the event of a disaster, proclaimed as otherwise  
22 provided in this ordinance, to act as Executive Officer of  
23 the Civil Defense and Disaster Corps;

24 (9) To exercise such further powers and duties as may  
25 be conferred upon him by the Board.

26 Sec. 7. CIVIL DEFENSE AND DISASTER CORPS.

27 (A) There is hereby created a Civil Defense and  
28 Disaster Corps of Los Angeles. Said Corps shall constitute  
29 the operational forces deemed necessary to meet successfully  
30 the dangers of a disaster. It shall be composed of the  
31 various divisions hereinafter designated, the officers in  
32

1 command thereof, the personnel, services and materiel held  
2 or used by said divisions, together with all other personnel  
3 under the direction of the Commander of the Corps, and all  
4 other services, equipment and facilities which may be loaned,  
5 donated, or contributed to the City, or commandeered by the  
6 Commander of the Corps.

7 (B) During the period of a disaster the Commander, with  
8 the advice of the Board, shall exercise full authority,  
9 command, and control over the operations of the various  
10 divisions of the Civil Defense and Disaster Corps in the  
11 accomplishment of the purposes of this ordinance; shall direct  
12 coordination and cooperation between the chiefs of divisions  
13 and resolve questions of authority and responsibility that  
14 may arise between them; organize necessary additional divi-  
15 sions of emergency service and prescribe their duties; may  
16 include in the divisions other necessary volunteer groups;  
17 and may appoint necessary additional staff officers and  
18 assign them duties.

19 (C) The Director of Civil Defense, as Executive Officer,  
20 shall act on behalf of the Commander on all matters within the  
21 purview of this ordinance which the Commander may delegate to  
22 him; coordinate divisions, units or groups, and, under the  
23 direction of the Commander, may arrange with other munici-  
24 palities, state and federal agencies, for cooperation, mutual  
25 aid and protection during a disaster; and perform such other  
26 duties pertaining to the proper functioning of the Civil  
27 Defense and Disaster Corps as the Commander may designate.

28 Sec. 8. DIVISIONS OF EMERGENCY SERVICE.

29 (A) Each of the divisions of emergency service under the  
30 Civil Defense and Disaster Corps shall be under the command of  
31 a Chief of the Division. He shall have, as his assistants, a  
32 chief deputy and second deputy chief, who shall succeed the

1 Chief in that order in the event of the absence or inability  
2 of the Chief of the Division.

3 (B) During the period of preparation the Chief shall  
4 formulate operational plans for the division, subject to  
5 approval by the Board; organize the division into such units  
6 as are deemed necessary for the proper functioning of the  
7 division; appoint, discharge, suspend, or transfer, and train  
8 personnel; recruit, train, and organize volunteer personnel; and  
9 plan and prepare the logistics for the personnel and materiel  
10 of his division.

11 (C) In the event of a disaster the Chief of the division  
12 shall immediately activate his division and carry out such  
13 orders and directions as are received from the Commander.

14 Sec. 9. The disaster functions and duties of the Civil  
15 Defense and Disaster Corps shall be distributed among the  
16 following divisions:

17 (a) POLICE DIVISION. This division shall be under and  
18 subject to the control of the Los Angeles Police Department.  
19 The Chief of this division shall be the Chief of Police. In  
20 addition to the regular powers and duties of his office, he  
21 shall have the power and duty to direct such police and  
22 volunteer personnel as may be necessary to perform his duties  
23 under this ordinance. He shall enforce all laws of the State  
24 and City for the preservation of life and property, and shall  
25 maintain peace and order.

26 (b) FIRE DIVISION. This division shall be under and  
27 subject to the control of the Los Angeles Fire Department.  
28 The Chief of this division shall be the Chief Engineer of the  
29 Fire Department. In addition to the regular powers and duties  
30 of his office, he shall have the power and duty to direct such  
31 Fire Department and volunteer personnel as may be necessary  
32 to perform his duties under this ordinance. He shall have

1 charge of and direct the use and control of all explosives;  
2 the demolition of buildings or structures; the use and  
3 control of all oils, chemicals, and oil or chemical pipe  
4 lines; outside auxiliary fire-fighting equipment; and such  
5 other powers and duties as may be assigned to this division.

6 (c) HEALTH SERVICE DIVISION. This division shall be  
7 under and subject to the control of the Los Angeles Health  
8 Department. The Chief of this division shall be the City  
9 Health Officer. In addition to the regular powers and duties  
10 of his office, he shall have the power and duty to direct  
11 such health department and volunteer personnel as may be  
12 necessary to perform his duties under this ordinance. He shall  
13 have charge of and direct public health and emergency medical  
14 services which shall include special weapons defense as  
15 defined by the Federal Civil Defense Administration.

16 (d) PUBLIC WORKS DIVISION. This division shall be  
17 under and subject to the control of the Los Angeles Depart-  
18 ment of Public Works. The Chief of this division shall be  
19 selected by the Mayor, upon the recommendation of the Board,  
20 from the personnel of the Department of Public Works. The  
21 Chief of the division shall assemble information concerning  
22 available equipment and manpower normally under the control  
23 of governmental agencies and privately-owned corporations;  
24 arrange for the use of such resources in the event of a  
25 disaster; <sup>and</sup> develop plans for the performance of light and  
26 heavy rescue work. During a disaster he shall have charge  
27 of and direct light and heavy rescue activities, and shall  
28 have charge of the maintenance of streets, sewers, storm  
29 drains, bridges, and the removal of wastes and debris.

30 (e) UTILITIES DIVISION. This division shall be  
31 under and subject to the control of the Los Angeles  
32 Department of Water and Power. The Chief of this division



1 shall be the General Manager and Chief Engineer of the said  
2 department. He shall develop plans and arrange for the  
3 necessary cooperation with, and emergency services by, both  
4 municipally-owned and privately-owned public utilities,  
5 except privately-owned transportation and communication  
6 systems.

7 (f) PROPERTY AND PROCUREMENT DIVISION. This division  
8 shall be under and subject to the control of the Los Angeles  
9 Department of Supplies. The Chief of this division shall  
10 be the City Purchasing Agent. He shall be the custodian of  
11 the special equipment and other property which may be  
12 obtained by the City from any source for the special use of  
13 the Civil Defense and Disaster Corps, and shall arrange for  
14 the emergency procurement of such items under disaster con-  
15 ditions.

16 (g) TRANSPORTATION AND COMMUNICATIONS DIVISION. This  
17 division shall be under and subject to the control of the  
18 Department of Public Utilities and Transportation of The  
19 City of Los Angeles. The Chief of this division shall be the  
20 General Manager of the Department of Public Utilities and  
21 Transportation. He shall develop and arrange for necessary  
22 cooperation with, and emergency services by, privately-  
23 owned public transportation facilities and the owners and  
24 operators of privately-owned vehicles. He shall develop  
25 plans and arrange for necessary cooperation with, and  
26 emergency service by, privately-owned public communications  
27 facilities and such other communications facilities as are  
28 available and necessary.

29 (h) PERSONNEL AND RECRUITMENT DIVISION. This division  
30 shall be under, and subject to the control of, the Civil  
31 Service Department of The City of Los Angeles. The Chief  
32 of this division shall be the General Manager of the Civil

1 Service Department. The Chief of the division shall be the  
2 personnel officer of the Civil Defense and Disaster Corps.  
3 He shall maintain records of all personnel of the Civil  
4 Defense and Disaster Corps, including City officers and  
5 employees, volunteers and other personnel. This division  
6 shall be the recruiting center for the Corps, and shall  
7 organize an emergency pool of qualified personnel for  
8 service in any of the divisions in the event of a disaster.  
9 The Chiefs of all the other divisions shall render such  
10 services as are requested by the Chief of this division in  
11 the recruitment of personnel for the various divisions.

12 (i) BLOCK WARDEN DIVISION. This division shall be  
13 under and subject to the control of the Los Angeles Depart-  
14 ment of Recreation and Parks. The Chief of this division  
15 shall be designated by the General Manager of the Department  
16 of Recreation and Parks. He shall provide for the enlist-  
17 ment, training, and supervision of block wardens, whose  
18 duties shall be generally as described in official publica-  
19 tions of the Federal Civil Defense Administration.

20 (j) HOUSING AND SHELTER DIVISION. This division  
21 shall be under and subject to the control of the Housing  
22 Authority of The City of Los Angeles. The Executive  
23 Director of the Housing Authority of The City of Los Angeles  
24 shall be the Chief of this division. He shall develop and  
25 arrange for housing and shelter facilities for, and the movement  
26 thereto, of persons rendered homeless as a result of a  
27 disaster. He shall also develop and arrange for the  
28 services of the American Red Cross or other volunteer or  
29 governmental agencies to furnish food, clothing, shelter,  
30 registration and information service and rehabilitation to  
31 individuals and families affected by disaster.  
32

1           Sec. 10.

2           (A) COOPERATION BY CITY DEPARTMENTS. Every City  
3 board, department and agency shall cooperate in the accom-  
4 plishment of the objectives of this ordinance. While engaged  
5 in emergency services officers and employees of the City  
6 shall be deemed to be engaged in their regular duties.

7           (B) STATUS OF PERSONNEL.

8           1. All persons, other than officers or employees  
9 of the City, rendering services pursuant to the provisions of  
10 this ordinance, shall serve without compensation from the  
11 City. While engaged in such services they shall have the  
12 same immunities as officers and employees of the City per-  
13 forming similar duties.

14           2. Officers and employees of the City rendering  
15 services pursuant to the provisions of this ordinance shall  
16 not receive any additional compensation for such services  
17 beyond their regular salaries.

18           Sec. 11. CITIZEN COMMITTEES. The Mayor shall have the  
19 power to appoint such citizen committees as he deems advis-  
20 able in order to facilitate accomplishing the objectives and  
21 purposes of this ordinance and to foster and encourage  
22 cooperation between the public and the Office of Civil  
23 Defense, the Director of Civil Defense, the Civil Defense  
24 and Disaster Board, and the Civil Defense and Disaster Corps.

25           Sec. 12. PUNISHMENT OF VIOLATIONS. It shall be a mis-  
26 demeanor, punishable by a fine of not to exceed \$500.00, or  
27 by imprisonment for not to exceed six months, or both, for  
28 any person, during a disaster proclaimed pursuant to this  
29 ordinance, to:

30           1. Wilfully obstruct, hinder or delay any member of  
31 the Civil Defense and Disaster Corps in the enforcement of  
32 any lawful rule or regulation issued pursuant to this

1 ordinance, or in the performance of any duty imposed upon  
2 him by virtue of this ordinance;

3 2. Do any act forbidden by any lawful rule or regula-  
4 tion issued pursuant to this ordinance, if such act is of a  
5 nature as to give, or be likely to give, assistance to the  
6 enemy, or imperil the lives or property of other inhabitants  
7 of this City, or to prevent, hinder or delay the defense or  
8 protection thereof;

9 3. Wear, carry or display, without authority, any  
10 means of identification specified by the Civil Defense and  
11 Disaster Corps, ~~Command~~.

12 Sec. 13. This ordinance is hereby declared to be  
13 urgently required for the immediate preservation of the  
14 public peace, health and safety, and shall go into effect  
15 immediately upon its publication.

16 The facts constituting such urgency are as follows:

17 A state of national emergency has been declared by the  
18 President of the United States; our Armed Services are now  
19 engaged in conflict with enemy forces; and it is imperative  
20 that a properly functioning Civil Defense and Disaster  
21 Corps be created at the earliest possible moment.

Sec. 14. .... The City Clerk shall certify to the passage of this ordinance and cause the same to be published in some daily newspaper printed and published in the City of Los Angeles.

I hereby certify that the foregoing ordinance was passed by the Council of the City of Los Angeles, at its meeting of.....

JANUARY 26 1951

*Walter Peterson*  
City Clerk  
by *A. Morris* Deputy City Clerk

Approved this 26th day of January, 1951

*John Brown* Mayor.

File No. 46467 ✓

1-27-51  
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