INTER-OFFICE MEMORANDUM

City of Shreveport

Shreveport Police Department

Uniform Services Division

Phone: (318) 673-7206 **Fax:** (318) 673-7209

DATE: April 11, 2003

TO: Captain S. D. Spalding
Human Resources Bureau Commander

1400 Apr 09

FROM: Stephen E. Franklin
Assistant Chief of Police
Uniform Services Division

SUBJECT: PDC for Corporal Brent Mason #341 (IAB Complaint Y03-0039 occurring between 12/1/02 through 3/4/03)

Area 4/Shift B

Please schedule a PDC for Corporal Brent Mason. Corporal Mason works from 0700 hours until 1500 hours, and his days off are Thursday and Friday.

Your assistance is appreciated.

Steve Franklin

Assistant Chief Stephen E. Franklin
Uniform Services Division

SEF:mm

c: Lt. Mark Rogers

RECEIVED
APR 14 2003
POLICE PERSONNEL

ALLEGED VIOLATION(S):

403.05, IV. C.4
Computers, laptop computers, mobile data computers, electronic mail (email)