

**OFFICE OF THE CHIEF OF POLICE**

**NOTICE**

**December 23, 2024**

1.14

**TO:** All Department Personnel

**FROM:** Chief of Police

**SUBJECT:** IMMEDIATE RECOVERY OF UNOCCUPIED STOLEN  
VEHICLES - REVISED

As a reminder, when Department personnel locate an unoccupied stolen vehicle, they shall immediately recover the vehicle by taking the following steps:

- Complete a “Recovered” Vehicle Report, California Highway Patrol (CHP) Form 180;
- Notify the Vehicle Warrant Section, Records and Identification Division; and,
- Adhere to procedures delineated in Department Manual Section 4/221.10, *Releasing Recovered Stolen Vehicles and/or Vessel*.

The loss of transportation can negatively impact an individual’s or family’s ability to respond to work, school, or other obligations. The immediate recovery of an unoccupied stolen vehicle can prevent an unnecessary delay of returning a vehicle to the rightful owner.

**EXCEPTION**

At times, a stolen vehicle may have been involved in the commission of another crime or is a part of an ongoing investigation. Therefore, Department personnel shall review the Stolen Vehicle System (SVS) for the following relevant information:

- Suspect information;
- Advisement to hold the vehicle when impounded; and/or,
- Contact information for the assigned investigator.

If the SVS printout and a review of the relevant information reveals the stolen vehicle is connected to another crime or ongoing investigation, Department personnel shall be guided by the watch commander and advising detective on how to recover the stolen vehicle.

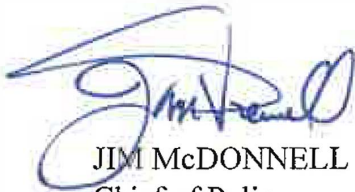
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The expectation is that the Department will make every effort to locate, recover, and return the stolen vehicle to the rightful owner as quickly as possible without jeopardizing ongoing investigations.

If you have any questions regarding this Notice, please contact Traffic Coordination Section, Traffic Group, at (213) 486-0690.

A handwritten signature in blue ink, appearing to read "Jim McDonnell", is written over a light blue rectangular stamp.

JIM McDONNELL  
Chief of Police

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