

5-01/030.10 - Stolen Vehicle Report

The deputy shall prepare an original of a CHP-180 and shall be responsible for seeing that the report data for SVS is submitted immediately once the report is signed.

The deputy shall indicate on the CHP-180 the estimated value of both stolen and recovered vehicles.

When a stolen vehicle report is taken, the following procedures shall apply:

- Assign an URN to the report;
- Use abbreviated URN for SVS; and
- Enter the required data in SVS.

Reports shall be filled out and signed in #2 pencil or black ink. Duplication for distribution requirements shall be by means of typing or use of a copying machine.

The File Control Number (FCN) indicating entry of the stolen vehicle in SVS, shall be written on the CHP-180 and distribution shall be as follows:

- Image into electronic archive SECDA;
 - Original signed CHP-180;
- To Unit;
 - Sufficient copies of the CHP-180 to meet unit needs.

When the original stolen vehicle report is made by a Sheriff's unit, all subsequent reports on the same case shall be reported under the same original URN and shall be supplemental reports.
