5-04/180.00 - Disposition of Property and Evidence

Property and evidence shall be disposed of as quickly as feasible. All units shall institute a policy that prevents property/evidence from being held at the unit, Central Property, Scientific Services Bureau, etc., when it is no longer required in conjunction with a court case, a legal retention requirement, or an active investigation. Those items no longer needed shall be immediately returned to the owner (items' status changed to READY TO RETURN TO OWNER in PRELIMS) or disposed of by the Central Property custodian (item's status changed to READY TO DISPOSE in PRELIMS.)

The Central Property custodian shall be responsible for appropriately disposing of property/evidence with a READY TO DISPOSE status.