00-01 TOW COMPANY EXPECTATION SHEET

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COUNTY OF LOS ANGELES

SHERIFF'S DEPARTMENT

"A Tradition of Service"

OFFICE CORRESPONDENCE

DATE: July 7, 2006

FROM: TODD S. ROGERS, CAPTAIN
CARSON STATION

TO: ALL PERSONNEL
CARSON STATION

SUBJECT: **CARSON STATION MANAGEMENT DIRECTIVE 00-01**

TOW COMPANY EXPECTATION SHEET(REVISED 07-07-06)

Purpose of Directive:

The purpose of this directive is to establish guidelines, and an expectation checklist, to assist tow companies with which we contract for towing services, to ensure they are complying with the provisions of the Vehicle Code and Department Policy, and to ensure that these companies maintain the highest standards in the course of the services they provide for our station and the Department.

Scope of Directive:

This Directive applies to all personnel assigned to Carson Station, and contract tow companies.

Directive:

In addition to the Memorandum of Understanding (MOU) for Vehicle Towing and Storage Services by and between the County of Los Angeles and the owner of a tow company contracting for services with Carson Station, the owner shall sign and comply with the provisions contained in the Los Angeles County Sheriff Department's Tow Service Expectation Sheet.

A new Tow Service Expectation Sheet shall be signed by the tow company owner in conjunction with the Memorandum of Understanding for Vehicle Towing and Storage Services prior to the company providing initial tow services for the station, or at the time the MOU is renewed.

A tow company shall not provide towing services for Carson Station, on a contract basis, unless it has a current Tow Services Expectation Sheet on file with the station. A current Tow Service Expectation Sheet refers to one properly signed by the owner of the tow company and with a signature date not in excess of a three year period of time.

Copies of Tow Company Expectation Sheets Shall be maintained on file by the Station Traffic Supervisor who is The MOU's designated Project's Manager for.