

## **40/16 Identifying and Mitigating Problems**

### **PURPOSE OF ORDER:**

This order outlines the procedure for identifying and resolving issues or problems that may arise during daily operations at Central Property and Evidence.

### **SCOPE OF ORDER:**

This order shall apply to all personnel assigned to Central Property and Evidence.

### **ORDER:**

When personnel observe operating or system problems, they are responsible for mitigating and resolving the problem. If the problem cannot be resolved, personnel will report it to a supervisor as soon as feasible so that the problem can be rectified.

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