

**03-02 TRAP "CALL OUT" CRITERIA**



**TASKFORCE FOR REGIONAL AUTOTHEFT**

**Unit Order: 03-02**

**Subject: TRAP "CALL OUT" CRITERIA**

<b>Effective Date:</b>	<b>09/08/2003</b>	<b>Last Date Revised:</b>	<b>08/18/2014</b>
<b>Last Date Reviewed:</b>	<b>04/09/2020</b>	<b>Next Review Date:</b>	<b>04/09/2021</b>

**PURPOSE**

This Unit Order is to establish the basic criteria concerning TRAP personnel responding to a request for assistance from any law enforcement agency regarding an auto theft investigation. This order shall be used as a guide for determining if and when TRAP personnel will respond to a request. Each situation is unique and not all circumstances can be addressed within one specific Unit Order. Each situation will need to be evaluated on a "case-by-case" basis before committing any TRAP personnel. Each team supervisor will have the responsibility to evaluate situation and verify all information prior to contacting the area lieutenant.

**GUIDELINES**

TRAP personnel will respond to a request from a law enforcement agency watch commander involving the following types of investigations:

- Any vehicle with altered or missing public Vehicle Identification Number (VIN)
- Any location suspected or confirmed by a law enforcement agency as a "chop shop"
- Any "LoJack" activation or recovery
- Any business or residence where multiple suspected or confirmed stolen vehicles are found
- Any investigation with information leading to a large, sophisticated auto theft ring
- Any suspect in-custody who is willing to provide information leading to the recovery of multiple stolen vehicles or stolen vehicle parts

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- Any situation where “time sensitive” information is obtained and is crucial for the detective to respond and recover stolen property, arrest a suspect or retrieve pertinent evidence regarding a TRAP investigation

## **PROCEDURES**

Once a request is received from a law enforcement agency, the detective shall confirm the following:

1. Nature of the crime
2. Location
3. Number of suspects
4. Number of vehicles involved
5. Determine what action the requesting agency has taken prior to notifying TRAP
6. Notify the team supervisor

## **SUPERVISOR**

Once all the information is gathered and the criteria are reasonably met, the team supervisor and area lieutenant will initiate and coordinate an appropriate response for the request. The Team supervisor will provide an initial estimate of the projected overtime expenditure. The team supervisor will be held accountable for the total number of overtime hours submitted and must be able to justify the expenditure to the area lieutenant and Project Director. Prior to committing any TRAP personnel, the team supervisor will also consider any actions taken by the requesting agency before responding for assistance. Their actions must be carefully and closely evaluated before responding to determine if the investigation has been compromised, or ascertain if the complexity of the investigation cannot be completed without the assistance of TRAP personnel. The overtime spent, as well as the nature of the event requiring the overtime, shall be documented in the Weekly Activity Report.

## **AREA LIEUTENANT**

The area lieutenant will ensure that the response is appropriate for the given criteria and the investigation wasn't compromised prior to our arrival. The area lieutenant shall maintain contact with the team sergeant in order to ensure efficiency and proper use of time management of all resources involved in the response.

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MARTIN L. RODRIGUEZ, CAPTAIN

PROJECT DIRECTOR

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