

## 98-01 TRAPCORRESPONDENCE - OUTGOING



# TASKFORCE FOR REGIONAL AUTOTHEFT

Unit Order: 98-01

Subject: TRAP CORRESPONDENCE - OUTGOING

Effective Date:	09/01/2008	Last Date Revised:	09/25/2008
Last Date Reviewed:	04/09/2020	Next Review Date:	04/09/2021

### PURPOSE

The purpose of this Unit Order is to outline the authority of signing any correspondence issued by TRAP.

### GUIDELINES

All correspondence, whether administrative or investigative in nature, carries the full weight and authority of the Taskforce for Regional Autotheft Prevention. As such, it must adhere to and be demonstrative of the philosophies of TRAP. Therefore, all correspondence shall be signed **only** by the Project Director of TRAP or, in his absence, his designated representative.

No area lieutenant, supervisor, investigator or professional staff shall sign any outgoing correspondence on behalf of the Project Director, unless specifically directed to do so by the Director.

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MARTIN L. RODRIGUEZ, CAPTAIN

CE FOR REGIONAL AUTOTHEFT PREVENTION (TRAP) UNIT ORDERS : 98-01 TRAPCORRESPC  
- OUTGOING

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PROJECT DIRECTOR

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