OFFICE OF THE CHIEF OF POLICE

NOTICE
14.5

November 15, 2012

TO: All Sworn Personnel

FROM: Chief of Police

SUBJECT: 30-DAY HOLD VEHICLE IMPOUND CHECKLIST, FORM 15.23.05 – REVISED

This Notice revises the 30-Day Hold Vehicle Impound Checklist, Form 15.23.05, to clarify the "License suspended or revoked" and "License never been issued" categories when impounding a vehicle for 14602.6(a)(1) V.C., 30-day hold. The License suspended or revoked category is revised to read as "California driving privileges suspended or revoked (includes CDL, out-of state driver's licenses, ID cards, or drivers with only "X" numbers)." The License never been issued category is clarified to include foreign or domestic licenses.

The revised 30-Day Hold Vehicle Impound Checklist is available in LAPD E-Forms on the Department's Local Area Network. A copy of the Form is attached for immediate use and duplication. All other versions of the 30-Day Hold Vehicle Impound Checklist form shall be marked "obsolete" and placed into the divisional recycling bin.

Any questions regarding this Notice may be directed to Captain Carol J. Aborn Khoury, Commanding Officer, Planning and Research Division, at (213) 486-0400.



CHARLIE BECK
Chief of Police

Attachment

DISTRIBUTION "D"

LOS ANGELES POLICE DEPARTMENT
30-DAY HOLD VEHICLE IMPOUND CHECKLIST

DR # _____

Vehicle License No. _____ Date of Impound _____

Name of Driver _____ DOB _____

Use this form **only when** it has been determined that the vehicle is being impounded for **14602.6(a)(1) V.C., 30-day hold.** Officers shall be guided by the Community Caretaking Doctrine and the Department's vehicle impound procedures as delineated in Department Manual Section 4/222.05, for 30-day hold impounds. Check all the appropriate boxes below (at least one box must be checked):

☐ California driving privileges suspended or revoked (includes CDL, out-of-state driver's licenses, ID cards, or drivers with only "X" numbers).

Driver's license (foreign or domestic) **never** been issued **and** one of the following **shall** apply:

- ☐ Has a prior misdemeanor conviction, failure to appear, or warrant for 12500(a)V.C.
- ☐ No insurance
- ☐ At fault in a traffic collison
- ☐ No proof of identification

If the driver's license is suspended or revoked, refer to the DMV History printout and place a 30-day hold only if the authority section falls within the below listed authorities: (Mark the appropriate box and write down the applicable authority section)

☐ 13200 thru 13210 ☐ 13350 thru 13392

Write the authority section: _____

Include any statement made by the driver indicating knowledge of his/her license status

_____

Driver is: R/O of Vehicle ☐ L/O of Vehicle ☐ Present Owner of Vehicle ☐

Daytime Telephone Number for R/O and/or Driver _____

E-mail Address for R/O and/or Driver _____

If the driver is driving **another person's vehicle,** does he/she have the R/O's or L/O's permission to drive the vehicle? ☐ Yes ☐ No If "Yes," for what purpose? _____

_____

If **"Yes,"** who gave permission? _____ Relationship _____

Did the person granting permission ask the driver whether he or she possessed a valid driver's license? ___

Prior to submitting the completed impound report for approval:

1. ☐ **Confiscate** the suspended/revoked license & complete the Verbal Notice by Peace Officer, DMV or Court Employee, DMV Form DL 310;
2. ☐ Verbally **advise violator** of the 30-day hold;
3. ☐ Verbally **advise the Official Police Garage driver** (Name _____) of 30-day hold;
4. ☐ Write **"30-DAY HOLD"** on the top of the Vehicle Report, CHP 180 form, & Notice of Stored/ Impounded Vehicle, Form 15.23.00;
5. ☐ Use the correct impound authority "14602.6(a)(1) V.C." (not 22651 (p) V.C.);
6. ☐ Ensure that the **probable cause** for the traffic stop is included in the narative;
7. ☐ Attach the Stolen Vehicle System/DMV printout;
8. ☐ Attach the driver's **DMV HISTORY PRINTOUT**, EVEN IF "No Record";
9. ☐ Attach a **copy of the citation** issued, or a copy of the arrest report;
10. ☐ Provide OPG with the legal owner information; and,
11. ☐ Mail a copy of the Notice of Stored/Impounded Vehicle to the registered owner and legal owner.

REMARKS/ADDITIONAL INFO:

Officer	Serial No.	Supervisor Approving 30-day hold	Serial No.