



Kern County Sheriff's Office

Policies and Procedures

TITLE: TI/CRIME LAB SECURE VEHICLE STORAGE		NO: J-2200	
APPROVED: Donny Youngblood, Sheriff-Coroner			
EFFECTIVE: June 3, 1999	REVIEWED: 06/15/2018	REVISED: 00/00/00	UPDATED: 02/26/2008

POLICY

Secure storage areas for vehicles are available at Technical Investigations, and in limited cases, at the Crime Lab. The storage area at Technical Investigations is located on the west side of Building "G" (Technical Investigations) at the Headquarters Facility. These storage areas provide secure storage for vehicles that need to be processed for evidence by Kern County Sheriff's Office Evidence Technicians and/or the Crime Lab.

Officers may place vehicles in the storage lot when it is determined that the vehicle cannot adequately be processed at the scene. The vehicle must be the object of a felony investigation unless approved by a sergeant or above, and the report documenting the seizure of the vehicle must be marked for investigation for assignment to an investigator.

PROCEDURE A. STORING VEHICLES AT TECHNICAL INVESTIGATIONS

Directive A-1:

To prevent the lot from becoming congested, investigating officers shall remove vehicles from the secure storage lot within three (3) days of being processed, or as soon as possible if personnel to properly process the vehicle are unavailable.

When an officer stores a vehicle for evidence processing, the officer will:

- Arrange for the vehicle to be towed to Technical Investigations;
- Obtain the storage lot gate key from Technical Investigations;
- Complete the "Impound Yard Key Log" located in Technical Investigations;
- Place the vehicle in one of the marked parking spaces;
- Place the vehicle keys (if any) in the key holder in Technical Investigations;
- Return the storage yard gate key to Technical Investigations;
- Sign the gate key in on the "Impound Yard Key Log";
- Complete a Vehicle Recovery/Storage report form in addition to any other reports.

- List Technical Investigations as the storage location when the vehicle is entered into C.L.E.T.S.

Investigating officers who are assigned a case involving a vehicle stored for processing shall:

- Determine the need for processing by T.I. and/or the Crime Lab;
- Ensure the appropriate service requests for processing have been completed;
- Monitor the progress of the processing;
- Arrange for the removal of the vehicle from the lot after processing.
- If the vehicle is moved to a tow yard or other commercial storage facility, initiate an amended vehicle location in C.L.E.T.S.

PROCEDURE B: STORING VEHICLES AT THE CRIME LAB

Directive B-1:

For vehicles from major crimes (homicide, rape, etc.) where evidence may be destroyed by storing the vehicle in an outside lot, the Crime Lab has very limited storage inside their facility at 18th and “L” St., Bakersfield. Such vehicles may be stored at the Crime Lab with the authorization of a Sergeant or above and the on-call criminalist.

Officers storing a vehicle at the Crime Lab will:

- Obtain the approval of a Sergeant or above;
- Contact the on-duty Crime Lab criminalist;
 - Through the Crime Lab during normal business hours;
 - Through County Communications (Control 5) after hours;
- Brief the criminalist on the incident;
- Obtain the approval of the criminalist to deliver the vehicle to the Crime Lab;
- Arrange for the vehicle to be towed to the Crime Lab;
- Meet the criminalist at the Crime Lab and follow their instructions for placing the vehicle in secure storage;
- Complete a Crime Lab service request form;

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- Complete a Vehicle Recovery/Storage report form in addition to any other reports;
- List Crime Lab as the storage location when the vehicle is entered into C.L.E.T.S.

The assigned investigator will:

- Determine the need for processing by T.I. and/or the Crime Lab;
- Ensure the appropriate service requests for processing have been completed;
- Monitor the progress of the processing;
- Arrange for the removal of the vehicle from the Crime Lab as soon as the Crime Lab is finished with the vehicle;
- If the vehicle is moved to a tow yard or other commercial storage facility, initiate an amended vehicle location in C.L.E.T.S.

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