



# Training Bulletin

## SANTA BARBARA POLICE DEPARTMENT



BERNARD MELEKIAN, Interim Chief of Police

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## CHP 180 – Vehicle Report

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### OVERVIEW:

The CHP 180 is furnished to all Peace Officers by the California Highway Patrol. Effective 06/13/2021 the Santa Barbara Police Department will retire the Santa Barbara Police Department Vehicle Seized Towed / Stolen Report (SBPD 180 Form) and implement the mandatory use of the State of California Department of California Highway Patrol Vehicle Report CHP 180 form.

### CHP 180 Form vs SBPD 180 Form Highlights:

- *New:* Multiple Carbonless Copies for Distribution
  - *New:* Tow Company Copy provided to Tow Truck Driver Onscene
- *New:* Reporting Department and Location Code – NCIC Identifier
- *Discontinued:* Vehicle Type Checkboxes
- *Replaced:* GO# replaced with FILE NO.
- *Added:* Reason for Stop
- *Added:* Checkboxes for Stolen / Embezzled / Plates
- *Added:* Stolen Vehicle Statement and RP Signature
  - *Discontinued:* Use of the SBPD Stolen Vehicle Statement Signature Page
- *New:* Vehicle Release Section including Signatures
  - *Discontinued:* Use of the SBPD Signature Page Form for vehicle release

### REQUIREMENTS:

#### Towed and Stored/Impounded Vehicles

Department members requesting towing, storage or impound of a vehicle shall complete the CHP 180 form, including if the vehicle is towed but not removed. A separate CHP 180 form shall be completed for each vehicle towed, i.e. attached trailer. The SBPD Vessel form shall be completed if a boat is towed, stored or impounded. The tow operator shall be provided with the yellow copy of the completed CHP 180 form on scene.

The completed CHP 180 form for a towed/stored or impounded vehicle shall be promptly (as soon as practical) turned-in to the Records Bureau during Records business hours for entry into the CLETS SVS (Stolen Vehicle System) to avoid the erroneous reporting of a false stolen or missing vehicle report when the Registered Owner is not present or made aware of the towed vehicle. During Records closure hours, a copy of the CHP 180 shall be delivered to the Combined Communications Center for email notification to the Records Bureau and the original CHP 180 vehicle report shall be placed on the Records counter for processing during regular business hours. Dispatch shall notify Records via email of any/all department-towed vehicles during Records closure hours.

### **Stolen/Embezzled/Recovered Vehicles and Vehicle Component Parts**

The CHP 180 Vehicle Report Form shall be prepared for all stolen/embezzled vehicles, stolen component parts, or recovered vehicles reported to employees of the Santa Barbara Police Department. The CHP 180 Form for a legitimate report of a stolen vehicle shall be prepared, completed and turned-in to the Records Bureau or Communications Center even if the vehicle is recovered before the CHP 180 Form is finalized unless the stolen report is determined to be unfounded or fraudulent.

The completed and approved report shall promptly be delivered to the Records Bureau for CLETS entry and processing during Records regular business hours and delivered to the Communications Center for CLETS entry by Dispatch during Records closure hours.

### **Completed CHP 180 Vehicle Report Form Distribution and Processing**

The Records Bureau is responsible for reviewing the completed CHP 180 Vehicle Report Form for towed and stored or impounded vehicles for accuracy; promptly entering the vehicle into CLETS SVS; and distribution/processing of the original, copies and electronic copy of the report in Versadex RMS including completion of the notice to owner section of the CHP 180.

Within 48 hours of the storage of any such vehicle, excluding weekends and holidays, it shall be the responsibility of the Records Bureau to determine the names and addresses of any individuals having an interest in the vehicle through the CLETS / DMV computer base. Notice shall be sent to all such individuals by first-class mail.

The completed CHP 180 for stolen and recovered vehicles must be reviewed for accuracy; promptly entered into CLETS SVS for vehicle thefts; or promptly placed in Locate status and a Locate CLETS message sent to the reporting agency, after a hit confirmation has been received from the outside agency reporting the vehicle theft; or cleared from CLETS SVS for a local vehicle recovery.

The Records Bureau is responsible for reviewing for accuracy and performing the SVS CLETS transactions for the completed CHP 180 Vehicle Report Form for stolen/embezzled vehicles,

stolen component parts, or recovered vehicles during Records business hours. Dispatch is the responsible department for reviewing the completed CHP 180 and processing the CLETS SVS transactions when the Records Bureau is closed. The Records Bureau is responsible for the distribution and processing the CHP 180 for stolen/embezzled/recovered vehicles.

No CLETS SVS transactions for a stolen/embezzled or recovered vehicle shall be performed without a completed CHP 180 form. You are required to enter a stolen vehicle record into SVS even if the vehicle is recovered before the entry is made. In such a case, enter the stolen vehicle record and immediately remove it (clear the record).

Refer to the CJIS CLETS Reference Guide [CLEW \(ca.gov\)](#) for instructions on Entry, Modify, Locate, and Clear transactions.

## **Vehicle Release**

The Vehicle Release Section of the CHP 180 Vehicle Report Form shall be utilized to document the release of a stored/impounded or recovered vehicle.

## **References:**

SBPD Department Manual Section 502 – Vehicle Towing and Release

CHP Manual

California Vehicle Code Removal Authorities:

- 22651 – Circumstances Permitting Removal
- 2814.2 – Vehicle Impoundment out of a Sobriety Checkpoint
- 9801(a)0910 – Department of Motor Vehicles Vehicle Seizure for Delinquent Registration
- 10751(b) – Altered/Missing Vehicle Identification Number
- 14602.6(a)(1) – Suspended, Revoked, Unlicensed Driver / 30-Day Hold
- 14602.7(a) – Vehicle Impoundment: Fleeing a Peace Officer/Reckless Driving
- 14602.8 – 5 or 15-Day Impoundment for Second or More Prior DUI Conviction(s)
- 14607.6(a) – Vehicle Forfeiture for Driver License Violations
- 22652(a) – Vehicle Removal from Disabled Person’s Parking Space
- 22654 – Authorization for Moving/Removal of a Vehicle
- 22655(a) – Impounding Vehicle for Investigation
- 22669 – Removal of Abandoned Vehicles

California Vehicle Code 22850 – Vehicle Disposition

California Vehicle Code 22852 – Notice to Owner: Post-Storage Hearing

California Vehicle Code 22853 – Notice to Department of Justice

California Vehicle Code 22850.3 – Vehicle Removal: Release to Owner

CJIS CLETS Reference Guide – Vehicles [CLEW \(ca.gov\)](#)