



**Las Cruces Police Department
GENERAL ORDERS
FIELD OPERATIONS VOLUME 2
GO-227 AUTO THEFT
Revised 5/13/2005**

227 AUTO THEFT

227.01 INVESTIGATIVE PROCEDURE

- A. A patrol officer will be dispatched to prepare the stolen vehicle report if the victim can be contacted within the city limits.
- B. If the auto theft occurred within the city limits and the complainant wishes to report the crime from a location outside the city limits, the patrol supervisor will determine how the patrol officer will contact the complainant (telephone or in-person).

227.02 AFFIDAVIT OF THEFT REPORT

The reporting officer will ask the victim to sign an affidavit of theft form. The officer will submit the form to the Records Unit by the end of his / her current shift.

227.03 RECOVERED STOLEN VEHICLES

When a stolen vehicle is recovered, the Department has the responsibility to notify the owner as soon as possible, so the owner can avoid unnecessary towing and storage fees. After the vehicle has been processed for evidence, it should be released to the owner. The responsibility for making a notification rests with the Criminal Investigator. All attempts to contact the owner should be documented in the report. When an officer recovers a stolen vehicle entered in NCIC, the recovering officer is responsible for having MVRDA send a "locate" on the hit. If the stolen vehicle was reported and recovered by LCPD the recovering officer is responsible for ensuring the vehicle is removed from NCIC before the end of his / her current shift.

227.04 N.C.I.C

When sufficient identifying information is available such as vehicle identification numbers and / or license plate information, all stolen vehicles taken from this jurisdiction should be entered into NCIC as soon as possible after the report has been taken, but in any event before the end of the officer's current shift. Any problems causing delayed entry should be reported immediately to a supervisor.