ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP 1-16

1-16 AUTO THEFT UNIT

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

2-49 Inspection of Motor Vehicles
2-60 Preliminary and Follow-Up Criminal Investigations
2-86 Investigation of Property Crimes
2-88 Bait Car Program

B. Form(s)

PD X Form Title None

C. Other Resource(s)

City of Albuquerque Wrecker Ordinance ROA 1994, §§ 7-7-1 to 7-7-99 City of Albuquerque Wrecker Ordinance § Rotation Lists

(Placeholder. For example, Collective Bargaining Agreement between the City of Albuquerque and the Albuquerque Police Officers’ Association)

D. Rescinded Special Order(s)

SO X Subject None

1-16-1 Purpose

The purpose of this policy is to outline the guidelines and responsibilities for the Albuquerque Police Department’s Auto Theft Unit in completing auto theft investigations and investigations related to auto thefts, the Bait Car Program; to outline operations for property crime reduction and wrecker services; and to outline the responsibilities for auto theft prevention training for Department personnel and outside agencies as it relates to the aforementioned areas.

1-16-2 Policy

It is the policy of the Albuquerque Police Department to utilize the Auto Theft Unit to detect, identify, investigate, apprehend, and prosecute persons involved in auto thefts.

1-16-3 Definitions (if applicable)

None
The title of defined word or unit.

Describe terminology used.

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1-16-4 Rules and Responsibilities

A. Auto Theft Unit personnel shall:

1. All auto theft cases where follow-up investigation is needed;

2. All "chop shop" investigations;

3. All bait car activations and investigations, consistent with Standard Operating Procedure (SOP) Bait Car Program;

4. Under-cover operations and surveillance;

5. Vehicle Identification Number (VIN) inspections; and

   a. The Auto Theft Unit personnel shall assign New Mexico-issued VINs when applicable.

6. Tow yard inspections and/or investigations.

B. Wrecker Services

1. Auto Theft Unit personnel shall:

   1.a. Enforce the provisions of the City of Albuquerque Wrecker Ordinance that regulates wreckers on rotation lists.

   2.b. Conduct yard inspections of wreckers on the rotation list quarterly as directed by the Auto Theft Sergeant.

   3.c. Maintain a file of the tow yard inspections documenting findings and actions taken.

   d. Check the vehicles that are towed by the participating wrecker companies through the National Crime Information Center (NCIC) database; and
4. The participating wrecker companies maintain a log of towed vehicles for and the wrecker companies that are maintained the seventy-two (72) -

log; and

5.e. Auto Theft Unit Personnel shall recover and remove vehicles from the NCIC database that are reported as being discovered stolen and towed by the rotational wreckers on the rotation list, consistent with SOP Investigation of Property Crimes.

C. Auto Theft Call-Out Procedures

1. Field Services Bureau (FSB) personnel shall conduct a preliminary investigation for auto thefts, including interviews with all involved parties, consistent with SOP Preliminary and Follow-Up Criminal Investigations for sanction classifications and additional duties.

2. FSB personnel shall determine whether a follow-up investigation for an auto theft is needed.

2.a. If it is determined that a follow-up investigation is required, the Field Services FSB officer shall notify their supervisor.

3. The FSB supervisor shall contact the on-call Auto Theft Unit Detective and brief the detective about the incident.

b. The Auto Theft Unit Detective shall determine whether the incident meets the call-out criteria based on:

c. The complexity of the case; and

b. If a warrant is required.

5. If there is a disagreement between the Field Services FSB supervisor and the Auto Theft Unit Detective, the Auto Theft Unit Sergeant shall make the final determination for a call-out.

D. Auto Theft On-Call Status

1. The Auto Theft Unit personnel shall be on-call at all times.

2. The Auto Theft Unit Sergeant shall organize the on-call schedule.

E. Training

1. The Auto Theft Unit personnel shall will
E. a. Conduct Auto Theft-related training for Department personnel, as directed by Department unit supervisors, and outside law enforcement agency personnel as directed by the unit supervisors; and.

b. The Auto Theft Unit personnel shall provide Auto Theft prevention training and events for the community.