



**2-49 VEHICLE IDENTIFICATION NUMBER (VIN) INSPECTIONS**

**Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):**

A. Related SOP(s)

- 1-16 Auto Theft Unit (Formerly 5-11)
- 2-48 Towing Services
- 3-20 Overtime, Compensatory Time, and Work Shift Designation (Formerly 1-11)

B. Form(s)

New Mexico Motor Vehicle Division (MVD) Form 10861A

C. Other Resource(s)

NMSA 1978, § 66-3-507 Altered Vehicle Identification Numbers; Contraband

D. Rescinded Special Order(s)

None

**2-49-1 Purpose**

The purpose of this policy is to provide requirements for Vehicle Identification Number (VIN) certified sworn personnel in completing inspections of motor vehicles.

**2-49-2 Policy**

It is the policy of the Albuquerque Police Department (Department) to establish procedures for Department personnel who assist community members with registration of their vehicles with the New Mexico Motor Vehicle Division (MVD). It is also the policy of the Department to provide trained and certified sworn personnel to complete VIN inspections in the identification of vehicles that have been stolen and have been altered from their original state.

**N/A 2-49-3 Definitions**

None

**5 2-49-4 Procedures**

A. Training and Certification

1. Sworn personnel who are VIN certified must be trained and have current issued VIN Investigator Credentials and shall be authorized to complete and sign the Affidavit of Vehicle Identification Number (NM MVD Form 10861A) to register vehicles in New Mexico.



ALBUQUERQUE POLICE DEPARTMENT  
PROCEDURAL ORDERS

SOP 2-49 (Formerly 2-05)

P&P Draft 05/17/2023

**6** B. Sworn personnel who are certified as a VIN investigator shall make inspections and follow the established guidelines provided in training;

1. Any currently certified VIN Investigator with credentials may perform motorcycle and watercraft inspections.

**7** C. Chief's Overtime (COT) Program personnel shall maintain:

1. A list of sworn personnel authorized to inspect vehicles; and
2. All copies of VIN Inspection forms for a minimum of three (3) years. The officer shall also retain a copy of the form for three (3) years.

**7** D. Seized Vehicles

1. When inspecting vehicles seized as authorized under NMSA § 66-3-507, the on-call Auto Theft Unit Detective shall be notified immediately, consistent with SOP Auto Theft Unit, and a copy of the Uniform Incident Report shall be forwarded to the Auto Theft Unit Detective within twenty-four (24) hours.
2. Seized vehicles shall be towed to the auto theft garage.

**N/A** E. Referrals

1. If a motor vehicle is operable, the community member will be advised to take it to the MVD office for inspection.
2. Automobile dealers will be referred to the MVD or may hire an off-duty VIN certified officer to complete the inspection through the Chief's Overtime Program.
3. Requests may be made through the Wrecker Services/Auto Theft Unit for free VIN inspections at (505) 823-4209.
  - a. A free VIN inspection is limited to residents of Bernalillo County only. Non-residents may go through the COT Program.



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- ~~2-48 Towing and Wrecker Services~~ 2-48 Towing Services
- ~~3-20 Overtime, Compensatory Time, and Work Shift Designation (Formerly 1-11)~~ 3-20 Overtime, Compensatory Time, and Work Shift Designation (Formerly 1-11)

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