STALLED/UNATTENDED VEHICLE CHECK STICKER

POLICY
To minimize repeated checks of stalled and unattended vehicles, colored stickers shall be used to indicate if and when a vehicle has been checked.

PROCEDURE
I. STICKERS
   A. The temporary adhesive stickers are approximately five inches by six inches.
   B. Three different colored stickers will signify when a vehicle was checked. Red stickers shall be used during the first watch, green stickers during the second watch, and yellow stickers during the third watch.
   C. These stickers should enable officers to assess, at a glance, the need for another check or other appropriate action.

II. PROCEDURES
   A. Stickers shall be completed and affixed when initial checks are made on stalled/unattended vehicles. An explanation about the sticker, emphasizing that it is not a citation, shall be given to any attendee.
   B. Stickers shall be affixed on the lower-left corner of the rear window. When more than one is needed, stickers shall be placed next to each other along the bottom edge of the rear window.
   C. If a rear window is unavailable, stickers should be affixed so that they are readily visible to approaching vehicles.
D. Officers should remove stickers when vehicles are moved. Also, officers who observe stickers on any moving vehicles should remind drivers to remove them.

E. Each element shall obtain stickers for its use from the Publications Unit, Finance Division, by submitting a Request for Printing e-form.

F. Officers shall inform the Communications Division to place vehicles checked on federal aid roadways onto the federal aid log.

SUSAN BALLARD
Chief of Police

Post on bulletin board for one week

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