

207.00 - IMMOBILIZATION PROCEDURE

207.01 Immobilization of Vehicles

- (1) Upon discovery of a vehicle bearing a license number appearing on the traffic pickup list, officers shall notify the police dispatcher at once and ask for a verification of the pickup.
- (2) Immobilization will be requested only during those hours that the Traffic Violations Bureau is open so that verification of pickups may be obtained.
- (3) Police dispatchers shall also check Auto Theft Records for clearance on any auto theft pickup.
- (4) Dispatchers shall notify the officer requesting the check, the status of the pickup. Upon verification of the traffic pickup and clearance from Auto Theft Records, dispatchers shall send the Parking Management truck to install an immobilization device. Should the vehicle in question be wanted by this department, in addition to a traffic pickup, the officer shall impound the vehicle or make disposition according to the orders of the Vehicle Crimes Section.
- (5) Officers shall await the arrival of the Parking Management truck. Immobilization forms, carried on the service truck, shall be completed and the original shall be attached to the windshield of the vehicle, directly in front of the driver's seat. The copies will be delivered by the driver of the service truck.
- (6) Officers shall impound the vehicle when a vehicle cannot be immobilized for any reason.
- (7) Immobilization devices shall be installed on only those vehicles wanted on traffic pickups.
- (8) Dispatchers shall notify the Parking Management truck to release immobilized vehicles upon notification from the Traffic Violations Bureau or the Clerk of the Court.
- (9) Booted cars are to be towed only on the order of the Traffic Violations Bureau.

207.02 Immobilization of Vehicles on Private Property

- (1) Vehicles can be immobilized on private property by private individuals only in accordance with the provisions and restrictions as set forth in RMC Section 55-177.
- (2) Officers will primarily be concerned in preventing a breach of the peace in settling conflicts over immobilization on private property. However, in the following circumstances appropriate action will be taken:
 - a. In cases of theft an Offense/Incident Report will be made. A description of the suspect's car and license number will be included, if known by complainant.
 - b. In cases of damage or injury to private boots the person will be charged with, Damaging, Defacing or Destruction of Private Property (RMC 38-71).
 1. If a police officer witnesses a person in the act of injuring or destroying a private boot, the officer will either jail or order-in the violator. Order-ins will be preferable unless circumstances warrant jailing.
 2. If a complainant or third party witnesses the act and can identify the violator, and will co-sign the Summons and Complaint and will testify, the officer will order-in the suspect provided that the suspect is still at the scene or still in the area
 3. If the suspect has left the scene or area and the complainant insists on action being taken, officers shall follow the procedures outlined in OMS 104.07.

