



MYRTLE BEACH POLICE DEPARTMENT

ADMINISTRATIVE REGULATIONS AND OPERATING PROCEDURES

Subject: *Recovery/Transportation of Large Items of
Evidence and/or Found Property*

Number: 502-A

Effective Date: *January 1, 2001*

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*502 - Recovery/Transportation of Large Items of
Evidence and/or Found Property*

January 1, 2001

Approved By:

PURPOSE

To develop guidelines for the safe recovery and transportation of large items of evidence or found property from the recovery site to the location for storage.

DISCUSSION

Due to the probability of property damages resulting from the transportation of evidence or found property from a recovery site to the Law Enforcement Center for storage in a patrol vehicle that is not equipped to accommodate large or heavy items, this procedure is established to minimize any such damages.

PROCEDURE

1. Patrol officers responsible for the recovery of large, bulky or heavy items of evidence or found property that will, in all likelihood, result in damages to the patrol vehicle or the property will:

- A. Notify the dispatcher requesting transportation or assistance for the evidence/property. The officer should request Cadets first and Animal Control second and Beach Patrol, if necessary.
- B. Complete all necessary evidence/property inventory sheets and UCR.
- C. Once the transport vehicle arrives, the property should be loaded and transported in a manner to protect the property and transport vehicle.

- D. Once delivered to the Law Enforcement Center, the officer is responsible for securing the evidence/property per existing procedures.
 - E. The unit responding to assist the officer will not be required to complete any of the paperwork but may be included in the chain of custody.
 - F. The unit responding to assist the officer will not be required to make arrangements for storage of the evidence/property.
 - G. If the Cadets, Animal Control Unit and/or Beach Patrol Unit are unavailable, the Shift Supervisor will make arrangements for the use of the Detention van.
2. Under no circumstances will bicycles, motorbikes or other large, bulky or heavy items be placed into the passenger compartment or trunk of a patrol vehicle when there is a possibility of damages to either the vehicle or property.