## CASE ASSIGNMENT AND REPORTING
### VOLUME 4 - CHAPTER 25
### LETTER “V”

<table>
<thead>
<tr>
<th>Classification</th>
<th>Form Number</th>
<th>Assignment and Action</th>
<th>Additional Information and Statistical Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crime or Incident</td>
<td>File Number</td>
<td>Priority</td>
<td></td>
</tr>
<tr>
<td><strong>4-25/000.00 VANDALISM/MALICIOUS MISCHIEF</strong></td>
<td>SH-R-49</td>
<td>Station/Unit Patrol</td>
<td>Felony - $400 or more amount of injury or destruction. Misdemeanor - Less than $400, Retention (9).</td>
</tr>
<tr>
<td>Adults arrested or known</td>
<td>SH-R-49</td>
<td>Station/Unit Patrol</td>
<td>A</td>
</tr>
<tr>
<td>Adult suspect unknown</td>
<td>SH-R-49</td>
<td>Station/Unit Detective</td>
<td>Prepare SH-CR-609 if no workable information and damage under $1,000.</td>
</tr>
<tr>
<td>Juvenile involved</td>
<td>SH-R-49</td>
<td>Station/Unit Detective</td>
<td>Prepare SH-CR-609 if no workable information and damage under $1,000.</td>
</tr>
<tr>
<td>Occurring within a county park or recreational facility where Parks and Recreation Department is the victim</td>
<td>SH-R-49</td>
<td>Parks Detectives</td>
<td>A or P</td>
</tr>
<tr>
<td>To County parks</td>
<td>SH-R-49</td>
<td>Station/Unit Detective</td>
<td>Mail copy to Auditor-Controller, Audit Division. Prepare SH-CR-609 if no workable information and damage under $1,000.</td>
</tr>
<tr>
<td>To County property</td>
<td>SH-R-49</td>
<td>Station/Unit Detective</td>
<td>Mail copy to Auditor-Controller, Audit Division. Prepare SH-CR-609 if no workable information and damage under $1,000.</td>
</tr>
</tbody>
</table>

A copy of all reports of racially or religiously motivated vandalism/violence cases are to be sent to the Hate Crimes Unit.

Code as applicable:
- Code 261 - Vandalism, Misdemeanor.
- Code 262 - Vandalism, Jail Property.
- Code 263 - Vandalism, Felony.
- Code 264 - Vandalism, Graffiti/Tagging.

Adults arrested or known

**URN 26**

Court Deputy will handle complaint.

Adult suspect unknown

**URN 26**

Prepare SH-CR-609 if no workable information and damage under $1,000.

Juvenile involved

**URN 26**

Prepare SH-CR-609 if no workable information and damage under $1,000.

Occurring within a county park or recreational facility where Parks and Recreation Department is the victim

**URN 26**

Mail copy to Auditor-Controller, Audit Division. Prepare SH-CR-609 if no workable information and damage under $1,000.

If communications equipment maintained by the County is damaged, make immediate telephone notification to the Sheriff’s Communication Center.

If damage to jail by prisoner:
When acts of vandalism or sabotage occur or are attempted on domestic water supply, wells, distribution reservoirs or treatment facilities, the incident shall be immediately reported by phone to the Director, Bureau of Environmental Protection (323) 881-4011, Los Angeles County Department of Health Services. Contact may be made through the County switchboard during non-business hours (213) 974-1234.

Prepare SH-CR-609 if no workable information and damage under $5,000.

When acts of vandalism or sabotage occur or are attempted on domestic water supply, wells, distribution reservoirs or treatment facilities, the incident shall be immediately reported by phone to the Director, Bureau of Environmental Protection (323) 881-4011, Los Angeles County Department of Health Services. Contact may be made through the County switchboard during non-business hours (213) 974-1234.

Prepare SH-CR-609 if no workable information and damage under $1,000.

Prepare SH-CR-609 if no workable information and damage under $1,000.

NOTE: In case of County-owned vehicles, see Property Damage.

In all cases involving DMV Form DS 367, give complete name or names of subject; if out-of-state driver’s license, indicate state of issuance; give date of birth; list circumstances which led to belief the minor was driving with a Blood Alcohol Content (BAC) of .01% or greater; if subject refuses Preliminary Alcohol Screening (PAS) test, quote refusal verbatim; if test taken after refusal, so indicate; detaining Deputy must actually sign the report, otherwise it is invalid. Send completed original DMV form DS 367 and DMV form DS 360A, along with driver’s license if confiscated, to DMV.

Code 262 - Vandalism, Jail Property.


Minors under 21 driving with a BAC of .01% or greater

Minors under 21 driving with a BAC of .01% or greater
occurring within a county park or recreational facility

Moving violations, other
SH-R-49
URN
25
Station/Unit
Patrol
Traffic
SH-R-49 shall be completed when citations are issued for violations of an optional arrest section as enumerated in section 40303 CVC.

A

Moving violations, other occurring within a county park or recreational facility
SH-R-49
URN
25
Parks
Patrol
A

SH-R-49 shall be completed when citations are issued for violations of an optional arrest section as enumerated in section 40303 CVC.

Code 255 - Vehicle Laws, Misdemeanor

Tampering with vehicle
SH-R-49
URN
25
Station/Unit
Detective
Code 255 - Vehicle Laws, Misdemeanor

VEHICLE (SUSPICIOUS) IN FIRE AREA

See "Fires."

4-25/015.00 VICE

Arrest (on-view) by Sheriff's personnel other than members of the Special Investigations Bureau

Felony:

-- Bookmaking
SH-R-49
URN
23
Station/Unit
Detective
Code 233 - Bookmaking

A

Notify Major Crimes Bureau immediately by telephone.

-- Pandering
SH-R-49
URN12
MCB
A

Code 124 - Pandering

-- Pimping
SH-R-49
URN
12
MCB
A

Code 125 - Pimping

-- Touting
SH-R-49
URN
33
Station/Unit
Detective
Code 339 - Felony, Miscellaneous

A
Misdemeanor: Notify Major Crimes Bureau immediately by telephone.

-- ABC Act violation

-- Cockfights, dogfights, etc.; own, possess, keep, or train for fighting

<table>
<thead>
<tr>
<th>Code</th>
<th>Station/Unit</th>
<th>Detective</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SH-R-49</td>
<td>URN 39</td>
<td>A</td>
<td>399</td>
<td>Misdemeanor, Miscellaneous.</td>
</tr>
</tbody>
</table>

-- Fortune telling

-- Gambling

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<thead>
<tr>
<th>Code</th>
<th>Station/Unit</th>
<th>Detective</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SH-R-49</td>
<td>URN 23</td>
<td>A</td>
<td>231</td>
<td>Gambling.</td>
</tr>
</tbody>
</table>

-- Lewd conduct

<table>
<thead>
<tr>
<th>Code</th>
<th>Station/Unit</th>
<th>Detective</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SH-R-49</td>
<td>URN 13</td>
<td>A</td>
<td>133</td>
<td>Lewd or obscene conduct.</td>
</tr>
</tbody>
</table>

-- Lotteries

-- Pinball machines

-- Prostitution

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<tr>
<th>Code</th>
<th>Station/Unit</th>
<th>Detective</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SH-R-49</td>
<td>URN 13</td>
<td>A</td>
<td>136</td>
<td>Prostitution, soliciting, etc.</td>
</tr>
</tbody>
</table>

Information covering:

-- Gambling
-- Lewd conduct
-- Loitering about restrooms
-- Pandering
-- Pimping
-- Prostitution

SH-AD-32A Secretary to prepare original and four copies. After signature by the Unit Commander, distribute as follows: Original and two copies to Major Crimes Bureau; one copy to Chief of the concerned Division; and one copy to Unit Commander's file.

NOTE: Notify Major Crimes Bureau by phone of any carnivals operating in Station/Unit area and confirm by memo.