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**NEVADA COUNTY  
SHERIFF'S OFFICE**



**GENERAL ORDER**

**51**

**Effective Date**

Effective Date ~~02/15/95~~

5/11/18

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**SUBJECT**

**HOME RETENTION OF VEHICLES**

**POLICY**

The assignment of vehicles to personnel in the Sheriff's Office is at the discretion of the Sheriff, and includes the, Undersheriff, Captains, Lieutenants, and deputies assigned to Investigations, Communications Manager, and Community Custody Coordinator.

**PURPOSE**

To insure immediate availability and response by the personnel responsible for emergencies or other assigned duties within their area of responsibility.

**CODE REFERENCE**

County Administrative Code Chapter II, Section 14

**CASE LAW**

**DEFINITIONS**

**PROCEDURE**

A. Undersheriff, Captains and Lieutenants with assigned unmarked vehicles:

1. Are allowed to use their county assigned vehicles both on and off duty only as is reasonably required within the county. Being available to respond to any event within the county requires the ability to have their unit available both on and off duty. The transporting of civilians while on duty is reasonably permitted. The transporting of civilians while off duty shall comply with County Administrative Code A-II, 14.3.
2. Travel outside the county not directly related to Sheriff's Office business requires the Sheriff's approval.
3. Vehicles will be equipped with emergency response equipment. Departmental radio shall be on to receive calls while vehicle is in use.

- B. All other personnel with assigned vehicles marked or unmarked will:
1. Use their vehicles for law enforcement business only. The vehicle will not be used for any personal business without Division Commander approval.
  2. Travel on county business outside the county should have supervisor approval when practical. Routine travel to the Sacramento region and like areas on county business is permitted without such approval. Any travel beyond this region needs prior approval.
  3. When it is necessary to transport persons of the opposite sex (victims, witnesses, or suspects), dispatch will be notified of their mileage as they start the transport, and their mileage at the termination of the transport. This procedure may be suspended during undercover operations or when radio traffic is inappropriate.
  4. Each vehicle assigned to sworn personnel will be equipped with emergency response equipment. Departmental radio shall be on when vehicle is in use, (except when covert operation dictates otherwise).
- C. 1. All county employees assigned a county vehicle, either on a permanent or temporary basis, shall comply with applicable laws, rules, and regulations of the County of Nevada and applicable Vehicle Code regulations.