

**CHAPTER 1**  
**SYSTEM OVERVIEW**  
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## CHAPTER 1

### SYSTEM OVERVIEW

#### 1. MANAGEMENT CONTROL.

- a. California Highway Patrol. Management control of the Vehicle Theft Information System (VTIS) is under the direction of the Commissioner, California Highway Patrol (CHP).
- b. Field Support Section. Field Support Section within the Enforcement Services Division, Sacramento, has been delegated the responsibility for:
  - (1) Coordination between the Department of Justice (DOJ) and the CHP.
  - (2) User agency liaison.
  - (3) System validity and updating.
  - (4) Program administrative support.
  - (5) Overall direction for ongoing processing operations.
  - (6) Evaluation of user agency requests to determine if requests are in consonance with the capabilities of the system.

#### 2. SYSTEM OBJECTIVES.

- a. Information to Aid Management Planning and Control. This objective is established to insure that the VTIS satisfies the need for management information to provide the basis for effective program planning, evaluation, and control.
- b. Meaningful Information to Vehicle Theft Investigators. This objective is established to provide vehicle theft investigators with access to timely and relevant information related to vehicle theft and recovery activities. Vehicle theft investigators can approach the problem of vehicle theft from the standpoint of pattern analysis through the use of VTIS as an additional investigative tool.
- c. Capability for Research and Evaluation. Because vehicle theft is a dynamic problem, VTIS is designed to be flexible and responsive to new information needs that arise. The VTIS database is organized to permit random searches for specialized analysis and reporting on an as-needed basis.

### 3. SYSTEM DESIGN.

- a. Automated System. The VTIS is an automated data processing system designed to accept and process data related to vehicle theft and recoveries from the Stolen Vehicle System (SVS) maintained by DOJ.
- b. Vehicle Theft Information System Output. The VTIS output is in the form of computer printed management and operational level reports available upon request to user agencies. The computer-generated reports produced by VTIS are tabular in nature displaying, in line entry-format, vehicle makes, models, and years, and associated numeric values, subtotals, and totals.
- c. Vehicle Theft Information System Database. The VTIS database file is an image of the SVS database which has been edited for vehicle theft and recovery information. The edited data is tabulated according to content and application of each specific VTIS report.
- d. Weekly Updating. Weekly SVS transactions are applied to the VTIS database statistics encompassing many areas of vehicle theft and recovery activity developed for a variety of time periods. The weekly SVS data is retained for 48 months in the VTIS database to develop future statistics.

### 4. SVS INPUT REQUIREMENTS.

- a. Stolen Vehicle System Data. Since VTIS utilizes the SVS as the database file, each agency contributes to the compilation of its own VTIS reports and the reports of other agencies. To maintain the uniformity and validity of the VTIS reports, it is essential that all agencies furnish accurate and complete information when processing transactions through the California Law Enforcement Telecommunications System for the SVS.
- b. Essential Stolen Vehicle System Information Fields. The following SVS information fields are particularly sensitive to the VTIS reporting program and should be accurately reported, where applicable, in every transaction with the SVS.
  - (1) Originating Agency Identifier: ORI
  - (2) Vehicle Year: VYR
  - (3) Vehicle Make: VMA
  - (4) Vehicle Model: VMO

- (5) Vehicle Body Style: VST
- (6) Date of Transaction: DOT
- (7) Date of Locate: DOL
- (8) Date of Clear: DOC
- (9) Date of Status: DOS
- (10) Originating Agency Case Number: OCA
- (11) Recovery Condition: STA

## 5. SYSTEM REPORTS.

a. Standard Reports. Six of the reports (VTIS 1, 2, 3, 4, 11, and 12) are referred to as standard reports which are designed to portray standard or general aspects of vehicle theft and recovery activities. Although these reports are general in nature, many reporting options (described in Chapter 2) are available which will allow the user agency to construct reports according to the agency needs.

The following is a listing of the standard report titles and VTIS report numbers. The individual reports are detailed in Chapter 3, VTIS Reports.

- (1) VTIS 1 – Theft Activity Report
- (2) VTIS 2 – Recovery Activity Report
- (3) VTIS 3 – Outstanding Vehicle Report
- (4) VTIS 4 – Vehicle Theft Summary Report
- (5) VTIS 11 – County Theft and Recovery Summary
- (6) VTIS 12 – Jurisdiction of Theft vs. County of Recovery

b. Special Report. The VTIS Stat Run is available primarily as an investigative tool and is produced on a one-time basis only. This report allows greater screening and selection capabilities to aid in pinpointing specific problem areas, as well as providing a direct correlation between individual cases of theft and recoveries.

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