

CHAPTER 7

CHP 422, VEHICLE CHECK/PARKING WARNING/HIGHWAY DAMAGE REPORT

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CHAPTER 7

CHP

422, VEHICLE CHECK/PARKING WARNING/HIGHWAY DAMAGE REPORT

1. POLICY.

- a. General. A CHP 422, Vehicle Check/Parking Warning/Highway Damage Report, should be completed and attached to all unattended vehicles which appear to be abandoned, unlawfully parked, or disabled within the geographical area of departmental responsibility. Unattended vehicles are governed by the policies and procedures outlined in General Order 100.45, Assistance to Pedestrians and Occupants of Disabled Vehicles, and Inspection of Unoccupied Vehicles.
- b. Vehicles shall be removed when authorized by law.
- c. The CHP 422 may be used as a warning for parking violations.
- d. The CHP 422 may be used as a Highway Damage Report. See Highway Patrol Manual (HPM) 110.5, Crash Investigation Manual.

2. COMPLETION.

- a. Complete the lower portion of the CHP 422 as follows:
 - (1) Strike out the inapplicable word "freeway" or "highway."
 - (2) Complete location, date, time, and officer's name and identification number.
 - (3) Place a check mark in the appropriate box(es). No count may be entered on the CHP 415, Daily Field Record, unless this action is taken. If used as a Highway Damage Report, list the names of the drivers involved in the collision (refer to HPM 110.5).
 - (4) Add additional information under "Warning," as needed.
 - (5) Secure the lower portion of the CHP 422 to a portion of the vehicle that is plainly visible to other officers. Generally, the CHP 422 should not be secured on any painted surface, front windshield, or sideview mirrors. When selecting a place on the vehicle to secure the CHP 422, officers should identify a location that helps minimize the potential safety hazards to themselves, other officers, and any vehicle owner or operator returning to read the document (e.g., away

from the roadway edge). If used as a Highway Damage Report, attach the CHP 422 to the damaged property.

b. Complete the upper portion of the CHP 422 as required by Area Standard Operating Procedures (SOP). Area commanders will establish procedures in their Area SOP for checking the upper portion of the CHP 422.

c. Follow-up. The upper portion should be assigned for follow-up investigation within five days. The follow-up officer should:

(1) Store the vehicle whenever it remains at the same location and authority exists for its removal.

(2) Remove the lower portion of the CHP 422 from the vehicle, when possible, and attach it to the CHP 180, Vehicle Report.

(3) If the vehicle has been removed, place the date, time of follow-up, and pertinent comments on the reverse side of the upper portion of the CHP 422.

(4) Submit the upper portion of the CHP 422 to the shift supervisor for review and final disposition as specified by the commander.