Memorandum

Date: December 8, 2009

To: Antelope Valley Area

Attention: Captain G. A. Flavin

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.015989.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) from September 28, 2009 through October 6, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 484 items (a). The statistically-valid sample at a 95 percent confidence level ± 5 percent error rate provided a total stratified sample size of 57 items when rounded up to the next whole number (d).

	Population Size (a)	Percentage of Total (b)	Calculated Sample Size (c)	Predetermined List Sample Size (d)
ICU Decals	193	39.88%	21.93	22
Telecommunications	170	35.12%	19.32	20
Fleet	24	4.96%	2.73	3
Weapons	97	20.04%	11.02	12
Total	484			57

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 55 of the 57 items were located. One item was transferred out of the Area by way of a Credit Memo – Equipment, CHP 266. Another item was returned to the Fleet Operations Section as reflected on a Motor Vehicle Assignment and Transfer, CHP 57. Furthermore, three of the 55 items require a correction be made to the property inventory record.

The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 53 of 56 items reconciled. Three items require corrections be made to the command's property inventory records. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by March 8, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

M. C. A. Santiago

M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Southern Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

ATTACHMENT A

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
ANTELOPE VALLEY AREA
SEPTEMBER 28, 2009 THROUGH OCTOBER 6, 2009

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Camera	125002				X		CHP 266 issued and attached to report.
Hand-Held Radio	R63125			X			Add ID number of assigned officer. 18489.
Scanner	R74616			X			Removed from vehicle. Remove license plate number assigned. 1248582.
Scanner	R74638				X		Scanner returned to Fleet Operations with vehicle. CHP 57 attached.
Control Head - Mobile	R87197			X			Removed from vehicle. Remove license plate number assigned. 1248582.
Mobile Repeater	R44997			X			Add license plate number where installed. 1240046.
Scanner	R58874			X			Add license plate number where installed. 1248582.
Control Head - Mobile	R82076			X			Add license plate number where installed. 1270796.

ATTACHMENT C

ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
ANTELOPE VALLEY AREA - 545

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT						X					
1	R41996	Mobile Radio	1248474		9540990	X					
2	R44172	Mobile Radio	1248582		9542919	X					
3	R45526	Mobile Repeater	1248599		7628904	X					
4	R46408	Mobile Repeater	1239618		7728758	X					
5	R50114	Scanner	1248622		5001032	X					
6	R56414	Citizen Band Radio	1183693	C2732F	55014560	X					
7	R57256	Control Head - Mobile				X					
8	R61822	Hand-Held Radio	12090	MM 08-051	402AWUG020	X					
9	R62111	Hand-Held Radio	10118		402AWUE881	X					
10	R62426	Hand-Held Radio	16549	AREI-08	402AWW5991	X					
11	R63125	Hand-Held Radio	18489		402AWW6034	X				X	Add ID number of assigned officer. 18489.
12	R67597	Hand-Held Radio	13340		402AXA4395	X					
13	R67718	Hand-Held Radio	18082		402AXA4626	X					
14	R70262	Battery Charger - Radio				X					
15	R74616	Scanner			75002032	X				X	Removed from vehicle. Remove license plate number assigned. 1248582.
16	R74638	Scanner	1239623		75001966				X		Scanner returned to motor transport with vehicle.
17	R76024	Announcer - Telephone			4192	X					
18	R79239	Control Head - Mobile	1154377	C2607E		X					
19	R87197	Control Head - Mobile				X				X	Removed from vehicle. Remove license plate number assigned. 1248582.
20	R95263	Control Head - Mobile	1240046			X					

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
ANTELOPE VALLEY AREA - 545

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST											
1	R37723	Base Station - rack type			3091895	X					
2	R40587	Mobile Radio	1270796		9522605	X					
3	R40991	Mobile Radio	1248599		9523500	X					
4	R42028	Mobile Radio	1239618		9540347	X					
5	R44997	Mobile Repeater	1240046		7610780	X				X	Add license plate number where installed. 1240046.
6	R45914	Mobile Repeater	1248622		7741356	X					
7	R47439	Mobile Repeater	1270796		7783518	X					
8	R49855	Public Address Amplifier			7105	X					
9	R55048	Remote Console			216	X					
10	R56074	Scanner	1270796		55002393	X					
11	R58874	Scanner	1248582		55008502	X				X	Add license plate number where installed. 1248582.
12	R70109	Battery Charger - Radio				X					
13	R70110	Battery Charger - Radio				X					
14	R70265	Battery Charger - Radio				X					
15	R71873	Battery Charger - Radio				X					
16	R78414	Control Head - Mobile	1248468			X					
17	R80844	Scanner	1183693	C2732F	95000083	X					
18	R82047	Control Head - Mobile	1248599			X					
19	R82076	Control Head - Mobile	1270796			X				X	Add license plate number where installed. 1270796.
20	R89382	Control Head - Mobile	1248474			X					
21	R89387	Control Head - Mobile	1154370	C2599E		X					

LEGEND
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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
ANTELOPE VALLEY AREA - 545

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
22	R95391	Control Head - Mobile	3QDY892	5LSN294		X					
23	R97687	Control Head - Mobile				X					

LEGEND
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ATTACHMENT D

CALIFORNIA HIGHWAY PATROL
2009 FLEET INSPECTION
ANTELOPE VALLEY AREA - 545

	EQUIPMENT ID	LICENSE NUMBER	MANUFACTURER	MODEL	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	1270755	1270755	Ford	CRNVIC	X					
2	C2732F	1183693	Dodge	DURANGO	X					
3	M9373	E93A63	BMW	R1150RT	X					
EQUIPMENT TO INVENTORY LIST										
1	1239618	1239618	Ford	CRNVIC	X					
2	1248454	1248454	Ford	CRNVIC	X					
3	1248468	1248468	Ford	CRNVIC	X					
4	1248498	1248498	Ford	CRNVIC	X					
5	1248599	1248599	Ford	CRNVIC	X					
6	1270796	1270796	Ford	CRNVIC	X					
7	1288992	1288992	Ford	CRNVIC	X					
8	3QDY892	5LSN294	Ford	CRNVIC	X					

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT E

Department of California Highway Patrol

Complete Area Inventory

545 - Antelope Valley

Attachment E

September 3, 2009

Officer Issued Weapons

[redacted]

[redacted] *Issued to officer*

ID#	Last Name	First Name	Ser#	Control#	Comments
[redacted]					

Department of California Highway Patrol

Attachment E

Complete Area Inventory

545 - Antelope Valley

September 3, 2009

Issued to officer:

ssued to officer

ID#	Last Name	First Name	Ser#	Control#	Comments

Issued to officer:

Officer Issued Weapons Total:

Area Issued Weapons

Department of California Highway Patrol

Attachment E

Complete Area Inventory

545 - Antelope Valley

September 3, 2009

[redacted]

Ser#	Control#	Comments
[redacted]	[redacted]	

[redacted]

(202) Issued to Area/Division

Ser#	Control#	Comments
[redacted]	[redacted]	

Department of California Highway Patrol

Attachment E

Complete Area Inventory

545 - Antelope Valley

September 3, 2009

[redacted]

Issued to Area/Division: [redacted]

[redacted]

Ser#	Control#	Comments
[redacted]	[redacted]	

[redacted]

Ser#	Control#	Comments
[redacted]		

[redacted]

[redacted] *ssued to Area/Division*

Ser#	Control#	Comments
[redacted]		

Issued to Area/Division: [redacted]

[redacted] *ssued to Area/Division*

Ser#	Control#	Comments
[redacted]		

Attachment E

Department of California Highway Patrol

Complete Area Inventory

545 - Antelope Valley

September 3, 2009

Issued to Area/Division: [redacted]

[redacted]

[redacted] *Issued to Area/Division*

Ser#	Control#	Comments
[redacted]		
[redacted]		
[redacted]		

Issued to Area/Division: [redacted]

[redacted] **Issued Weapons Total:** [redacted]

Area Grand Total: [redacted]

TOTAL P.03

B50776

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

CREDIT MEMO - EQUIPMENT

CHP 266 (Rev. 10-07) OPI 076

INSTRUCTIONS TO COMPLETE AND DISTRIBUTE ON REVERSE

☑ Return ☐ Repair ☐ Transfer
☐ Loan, return by:

FROM: (COMMAND NAME)	LOCATION CODE	PREPARED BY	DATE
ANTELOPE VALLEY	545	C. MCMICHAEL #16849	05/20/2008
TO: (COMMAND NAME)	**LOCATION CODE**	**NUMBER BOXES/PIECES IN THIS SHIPMENT**	
SUPPLY SERVICES	076	1	

SHIPPED VIA
☐ SSU truck ☑ Other (specify):

DRIVER'S SIGNATURE
A13792 CTC

EQUIPMENT

MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

CHP NUMBER (Incl. X, AF, SF, R #'s)	SERIAL NUMBER	UNIT	DESCRIPTION	CHECK IF DEFECTIVE	HQ USE ONLY STOCK	HQ USE ONLY SURVEY
119331	48205	1	SONY DIGITAL MAVICA CAMERA	Donated		
133547	CS041942	1	IBALANCE DIGITAL SCALE	✓ Disposed		
75054	2870123217	1	DICTAPHONE	✓ Disposed		
81649	33130885	1	RICOH FF-90 35MM CAMERA	✓ Disposed		
81648	93960364	1	RICOH FF-90 35MM CAMERA	✓ Disposed		
81823	8D066827	1	SHARP QS-2660 CALCULATOR	✓ Disposed		
81821	8D066837	1	SHARP QS-2660 CALCULATOR	✓ Disposed		
91261	13901802	1	SANYO TRC-900C RECORDER	Donated		
106969	37011	1	SANY CAMCORDER	Donated		
124999		1	POLAROID CAMERA	✓ Disposed		
125000		1	POLAROID CAMERA	✓ Disposed		
125001		1	POLAROID CAMERA	✓ Disposed		
125002		1	POLAROID CAMERA	✓ Disposed		
125003		1	POLAROID CAMERA	✓ Disposed		

STATE OF CALIFORNIA HIGHWAY PATROL 106969
STATE OF CALIFORNIA HIGHWAY PATROL 124999
STATE OF CALIFORNIA HIGHWAY PATROL 133547
STATE OF CALIFORNIA HIGHWAY PATROL 75054
81649
81648
81823
STATE OF CALIFORNIA HIGHWAY PATROL 125003
STATE OF CALIFORNIA HIGHWAY PATROL 125001
STATE OF CALIFORNIA HIGHWAY PATROL 125002
81821
STATE OF CALIFORNIA HIGHWAY PATROL 125000
91261
STATE OF CALIFORNIA HIGHWAY PATROL 119331

RECEIVED BY (SIGNATURE) | PRINTED NAME | DATE | AUTHORIZED BY

CHP 57 - MOTOR VEHICLE ASSIGNMENT AND TRANSFER
(PAR:CHP 57)

VEHICLE NR: 1239623

YEAR:	2006	LICENSE NR:	1239623
MAKE:	FOR	REPLACES VEHICLE:	
MODEL:	CRNVIC	VIN:	2FAHP71W36X141025
CLASS CODE:	ES	DATE PLACED IN SERVICE:	10/03/2006
DEALER STOCK NR:	FL8233	FUEL CARD #:	825381

E Q U I P M E N T

ITEM:	DESCRIPTION:
A RADIO - CHP	R-43428
A RADIO CONTROL HEAD	R-93648
A REPEATER	R-46371
A SCANNER	R-74638
ANTENNA - COMPUTER -	
BASE LOAD ANTENNA	
CABLE - MAIN RADIO	
CABLE - COMPUTER DAT	
CONSOLE	
DECALS	
DOCKING STATION	
DUAL GUN LOCKS	
EXEMPT LICENSE PLATE	
EXTERNAL JUMPER PLUG	
FIRST AID KIT	
MAPLIGHT	
PRISONER RESTRAINT E	
PUSH BUMPER	
RADIO/SIREN INTERFAC	
REAR MAPLIGHT	
REPEATER ANTENNA	
ROOF NUMBERS	
SIREN	
SPOTLIGHT LEFT CLEA	
SPOTLIGHT RIGHT CLE	
STALKER RADAR WIRING	
VISION ROOFLIGHT	
WIG WAG FLASHER	

COPY OF SIGNED 57
Area: 545
Date: 8-19-09

COMMENTS:
ADDITIONAL
09-498

ASSIGNED TO LOCATION: ~~545~~ 074

RECEIVED BY: J Marandi
(Signature)

PRINT NAME:

ID NUMBER: A09530

DATE: 8-19-09

ODOMETER: ~~102750~~ 103082

TRANSFERED FROM LOCATION: 545

DELIVERED BY: Lyle R Banks
(Signature)

PRINT NAME: LYLE R BANKS

ID NUMBER: V9856

DATE: 8/19/09

---------- End of Report ----------