Memorandum

Date: December 11, 2009

To: Bishop Area

Attention: Captain T. W. Lepper

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

File No.: 005.9968.17571.010

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) on September 29, 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 563 items (a). The statistically-valid sample at a 95 percent confidence level ± 5 percent error rate provided a total stratified sample size of 58 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	234	41.56%	23.27	24
Telecommunications	217	38.54%	21.58	22
Fleet	25	4.44%	2.49	3
Weapons	87	15.45%	8.65	9
Total	563			58

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 53 of the 58 items were located. Two items listed on the Area's telecommunications property list were unavailable for inspection. The Command considers both items missing and a memorandum dated September 21, 2009, documenting the lost items is attached. Three items have been transferred, and are reflected on the appropriate Credit Memo –

Equipment, CHP 266; Radio Extender Adjustment Record, CHP 331; and Fleet / Equipment report, CHP 57. Furthermore, three of the 53 items require corrections. Property items F3063 and R65388 need replacement decals due to missing and obliterated numbers. Patrol vehicle 1289014 is assigned to the Area's fleet; however, the vehicle currently displays a physical license plate of 1283703. 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, 14 of the 14 items reconciled. The property inspection results of equipment located at the command to the OPI inventory list are summarized on the bottom portion of each respective Attachment.

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 11, 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
Inland Division
Telecommunications Section
Fleet Services Section
Office of Inspections, Audits Unit

Attachment A

ATTACHMENT A

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
BRIDGEPORT AREA
SEPTEMBER 28, 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
1	UNIVERSAL POWER SUPPLY	F3063			X			NEEDS NEW DECAL
2	FIXED RECEIVER - MOTOROLA	R20901	X					COMMAND UNABLE TO LOCATE, MEMORANDUM DATED 9/21/09, ATTACHED
3	ANSWERING MACHINE - PHONE MATE	R39559	X					COMMAND UNABLE TO LOCATE, MEMORANDUM DATED 9/21/09, ATTACHED
4	HAND HELD RADIO	R65388			X			NEEDS NEW DECAL
5	HAND HELD RADIO	R69078				X		TRANSFERRED TO TELECOMMUNICATIONS UNIT CHP 331 ATTACHED
6	SCANNER	R80889				X		TRANSFERRED TO TELECOMMUNICATIONS UNIT CHP 266 ATTACHED **NO RECEIPT SIGNATURE ON FORM**
7	ENFORCEMENT VEHICLE	1204875				X		TRANSFERRED TO INLAND DIVISION CHP 57 ATTACHED
8	ENFORCEMENT VEHICLE	1289014			X			PHYSICAL LICENSE PLATE ASSIGNED IS 1283703 FLEET RECORD UPDATE NEEDED

Attachment B

ATTACHMENT B

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
BISHOP AREA

Property inspection list to equipment

	ASSET #	DESCRIPTION	MANUFACTURER NAME	SERIAL #	Y	N	A	T	C	OTHER
1	101705	RADIOLOGICAL SURVEY METER P042284 E95-9	VICTOREEN	468	X					
2	121893	PRINTER	HEWLETT PACKARD	MX06R1T0TM	X					
3	124193	COMPUTER	COMPAQ	X139FHGZA958	X					
4	124773	CAMERA	POLAROID		X					
5	130566	ROUTER	CISCO	JMX0725L12B	X					
6	131187	RADAR VEHICLE MOUNTED	STALKER		X					
7	135207	Uniterruptable Power Sour	APC	AS0416124516	X					
8	138904	COPIER	SHARP	56002023	X					
9	142476	DIGITAL CAMERA	OLYMPUS		X					
10	142478	DIGITAL CAMERA	OLYMPUS		X					
11	143438	COMPUTER	HEWLETT PACKARD	2UB54603HQ	X					
12	144911	CANOPIES / ROLLER BAG, 10'	E-Z		X					
13	146010	LAPTOP	GATEWAY	0037069418	X					
14	146012	LAPTOP	GATEWAY	0037069388	X					
15	147007	LAPTOP	GATEWAY	0037069423	X					
16	147011	LAPTOP	GATEWAY	0037069476	X					
17	147019	LAPTOP	GATEWAY	0037069478	X					
18	148348	LAPTOP	GATEWAY	0037263856	X					
19	148481	PRINTER	HEWLETT PACKARD	TH6C4D25P5	X					
20	154474	COMPUTER	HEWLETT PACKARD	MXL7330F91	X					
21	157267	LAPTOP	GATEWAY	0040538613	X					
22	84275	TELEVISION RECIEVER MONITOR		72571554	X					
23	97089	DICTATING MACHINE P0825H5009	DICTAPHONE	2253112246	X					
24	XRR0071	ALCOHOL SCREENING DEVICE/CASE P037047	INTOXIMTR	17915	X					

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

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
BISHOP AREA

Equipment to inventory list

	ASSET #	DESCRIPTION	MANUFACTURER NAME	SERIAL #	Y	N	A	T	C	OTHER
1	142457	RADAR VEHICLE	STALKER	043752	X					
2	112242	RADAR VEHICLE MOUNTED	STALKER	041721	X					
3	152984	CAMERA	CANON	4726210661	X					
4	99966	BUILDING UTILITY METAL PO E95-42 40097	CUROCO		X					

LEGEND
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Attachment C

ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
BISHOP AREA

Property inspection list to equipment

	ASSET #	DESCRIPTION	VEHICLE / MISC.	VEHICLE / MISC.	MANUFACTURER NAME	SERIAL #	Y	N	A	T	C	OTHER
1	F2584	Generator			L990037702	ONAN	x					
2	F3063	UPS			06-7M71298-01	MITSUBISHI	x				X	NEEDS NEW DECAL
3	R20821	Fixed Receiver - rack type				MOTOROLA	x					
4	R20901	Fixed Receiver - rack type	Death Vly			MOTOROLA		x				MISSING SEE MEMORANDUM DATED 9/21/09
5	R39559	Answering Machine	was-825			PHONE MATE		x				MISSING SEE MEMORANDUM DATED 9/21/09
6	R41696	Mobile Radio	1249953		9540658	G E	x					
7	R57739	Control Head - Mobile	1249949			GE	x					
8	R58059	Mobile Radio	1270636		9934992	GE	x					
9	R59493	Printer			3DSCCA01914	PANASONIC	x					
10	R63579	Hand-Held Radio	16631		402AWY1439	MOTOROLA	x					
11	R65388	Hand-Held Radio	15522		402AWY7028	MOTOROLA	x				X	NEEDS NEW DECAL
12	R69078	Hand-Held Radio	18826	AREI-08	402AXE8026	MOTOROLA				X		TRANSFERRED SEE CHP 331
13	R73556	Fixed Receiver - rack type			1585240	GE	x					
14	R74772	Scanner			75001834	UNIDEN	x					
15	R77273	Control Head - Mobile	1104115			GE	x					
16	R79739	Scanner			95000859	UNIDEN	x					
17	R80889	Scanner			95000716	UNIDEN				X		TRANSFERRED SEE CHP 266
18	R85209	Monitor			SZ03208313	AVTEC	x					
19	R93846	SERVER			USE539N6HO	VOICE PRINT	x					
20	R93848	Recorder -Dispatch			640018	TASCAM	x					
21	R97296	SERVER			USE512A582	HEWLETT PACKARD	x					
22	R97298	PRINTER			MY45C2B0CC	HEWLETT PACKARD	x					

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
BISHOP AREA

Equipment to inventory list

	ASSET #	DESCRIPTION	VEHICLE / MISC.	VEHICLE / MISC.	MANUFACTURER NAME	SERIAL #	Y	N	A	T	C	OTHER
1	F3062	UPS			05-7M71098EG0001-03	MITSUBISHI	X					
2	R42278	Mobile Radio	1239838		9541497	G E	X					
3	R54031	Scanner	1104115	C2206F	45006807	UNIDEN	X					
4	R85775	Citizen Band Radio	1104115	C2206F	6023979	UNIDEN	X					

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

Attachment D

ATTACHMENT D

CALIFORNIA HIGHWAY PATROL
2009 FLEET RECORD INSPECTION REPORT
BISHOP AREA

Property inspection list to equipment

	EQUIPMENT #	LICENSE #	DESCRIPTION	YEAR	MANUFACTURER	MODEL	Y	N	A	T	C	OTHER / COMMENTS
1	1204875	1204875	CANINE	2005	FORD	CROWN VICTORIA				X		SEE CHP 57
2	1249953	1249953	PCF	2007	FORD	CROWN VICTORIA	X					
3	1289014	1289014	ENFORCEMENT SEDAN	2009	FORD	CROWN VICTORIA					X	DISPLAYING WRONG LICENSE PLATE

Equipment to inventory list

	EQUIPMENT #	LICENSE #	DESCRIPTION	YEAR	MANUFACTURER	MODEL	Y	N	A	T	C	OTHER / COMMENTS
1	1104115	1104115	ALL TERRAIN 4X4	2001	FORD	EXPEDITION	X					
2	1239838	1239838	ENFORCEMENT SEDAN	2006	FORD	CROWN VICTORIA	X					
3	1240092	1240092	ENFORCEMENT SEDAN	2006	FORD	CROWN VICTORIA	X					

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

Attachment E

ATTACHMENT E

CALIFORNIA HIGHWAY PATROL
2009 WEAPONS RECORD INSPECTION REPORT
BISHOP AREA

Property inspection list to equipment

	Weapon Type	Serial Number	Control Number	Employee I.D.	Last Name	First Name	Y	N	A	T	C	Other / Comments
1	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	X					
2	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	X					
3	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	X					
4	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	X					
5	[redacted]	[redacted]					X					
6	[redacted]	[redacted]					X					
7	[redacted]	[redacted]					X					
8	[redacted]	[redacted]					X					
9	[redacted]	[redacted]					X					

Equipment to inventory list

	Weapon Type	Serial Number	Control Number	Employee I.D.	Last Name	First Name	Y	N	A	T	C	Other / Comments
1	[redacted]	[redacted]					X					
2	[redacted]	[redacted]					X					
3	[redacted]	[redacted]					X					

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

- CHP 266
- CHP 331
- CHP 51
- PAR: CHP 57

State of California | Business, Transportation and Housing Agency

Memorandum

Date: September 21, 2009

To: Inland Division

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Bishop Area

File No.: 825.12384.12384

Subject: RECONCILIATION OF MISSING TELECOMMUNICATIONS EQUIPMENT – THIRD QUARTER REPORT 2009

Bishop Area has completed a comprehensive search for all telecommunications equipment that was previously listed as missing and subsequently deleted from our inventory. Unfortunately, we were unable to locate any of the missing items. The lost equipment has been entered into the California Law Enforcement Telecommunications System (CLETS), Automated Property System (APS) and we will continue our search for the missing equipment. The missing items are as follows:

1. 1997, R20901, Fixed Receiver - rack type, MOTOROLA M01CNB3100AS
2. 1997, R2176, Hand-Held Radio, 773455119 GE P9JMA-SP
3. 1997, R36887, Scanner, 272A50931 REGENCY M100
4. 1998, R35797, Scanner, 272A51891 REGENCY M100
5. 1998, R37000, Scanner, 272A56235 REGENCY M100
6. 1998, R55102, Scanner, 95002507 UNIDEN MR8100
7. 2002, R36462, Scanner, 272A41359 REGENCY M100
8. 1998, R39559, Answering Machine, PHONE MATE
9. 1997, R48261, Battery Charger – Radio, 755452840 G E 352L4C1X
10. 1998, R71138, Battery Charger – Radio, MOTOROLA 2580162R01
11. 1998, R71277, Battery Charger – Radio, MOTOROLA 2580162R01

Should you require any additional information please contact me directly or you may contact Officer Dennis Cleland at (760) 872-5960.

T. W. LEPPER, Captain
Commander

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

CREDIT MEMO - EQUIPMENT

CHP 266 (Rev. 10-07) OPI 076

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

FROM: (COMMAND NAME)	LOCATION CODE	PREPARED BY	DATE
BISHOP	825	STEPHEN MARTINEZ	01/20/2009
TO: (COMMAND NAME)	**LOCATION CODE**	**NUMBER BOXES/PIECES IN THIS SHIPMENT**	
TELECOM WAREHOUSE	047T	1	
SHIPPED VIA		**DRIVER'S SIGNATURE**	
☐ SSU truck ☐ Other *(specify)*:			

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
R80889		1	SCANNER	✓		

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

Destroy Previous Editions

c266_208.pdf

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

RADIO EXTENDER ADJUSTMENT RECORD

CHP 331 (Rev. 4-06) OPI 047

DATE
09/22/2009

TO	FROM (COMMAND)	LOCATION CODE
Telecommunications Section	Bishop	825
DATE PHYSICAL INVENTORY PERFORMED	**PERSON CONDUCTING INVENTORY**	**TELEPHONE NUMBER** ☑ Public ☐ CALNET
05/28/2009	Laura L. Roberts	(760) 872-5960

☐ Report complete all - all items located ☑ Make changes listed below

C = CORRECTION to PRINTOUT *(Check Box in Appropriate Area)* D = DELETION A = ADDITION T = TRANSFER

CHP TAG NUMBER	SERIAL NUMBER	C	EMPLOYEE I. D.	C	D	A	T	TO LOC. CODE
R69459	402AXE8058		11455				✓	820
R69078	402AXE8026		18826				✓	175

COMMANDER'S SIGNATURE

c331_405.pdf

VEHICLE NR: [redacted]

YEAR: 2005
MAKE: FOR
MODEL: CRNVIC
CLASS CODE: CA
DEALER STOCK NR: 6566

LICENSE NR: 1204875
REPLACES VEHICLE: 1126050
VIN: 2FAHP71W45X153059
DATE PLACED IN SERVICE: 11/27/2006
FUEL CARD #: 21647

EQUIPMENT

ITEM:	DESCRIPTION:
A CB RADIO	R-97569
A RADIO - CHP	R-43783
A RADIO CONTROL HEAD	R-82028
A REPEATER	R-45591
A SCANNER	R-80836
ANTENNA - COMPUTER -	
ANTENNA SWITCHING BO	
BASE LOAD ANTENNA	
CABLE - MAIN RADIO	
CABLE - COMPUTER DAT	
CAMERA WIRING	
CB ANTENNA FENDER M	
DECALS	
DECKLID STOP	
DUAL GUN LOCKS	
EXEMPT LICENSE PLATE	
EXTERNAL JUMPER PLUG	
FIRE EXTINGUISHER BR	
FIRST AID KIT	
IGNITION DISABLE	
K9 BARRIER/KENNEL	
K9 DECALS	
K9 SWITCH BOX	
MIRROR MOUNT RED LIG	
PLC AND RELAYS	
PRISONER RESTRAINT E	
PUSH BUMPER	
RADIO/SIREN INTERFAC	
REAR DECK LIGHT	
REMOTE DOOR OPENER W	
REMOTE DOOR STRUT/SO	
REPEATER ANTENNA	
SIREN	
SIREN SNOW SCREEN	
SPOTLIGHT RIGHT CLE	
SPOTLIGHT LEFT RED	
STALKER RADAR WIRING	
TEMPERATURE SENSOR	
TINTED WINDOWS	
VENTED HOOD	
WIG WAG FLASHER	

COMMENTS:
K-9
09-375

ASSIGNED TO LOCATION: ~~825 [illegible]~~
RECEIVED BY: (Signature)
PRINT NAME: LARRY OBRIEN
ID NUMBER: 12085
DATE: 9/29/09

ODOMETER: 96519
TRANSFERED FROM LOCATION: 825
DELIVERED BY: (Signature)
PRINT NAME: Stephen Martin 67
ID NUMBER: A14989
DATE: 9/29/09

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