Towing Vehicles for CSI Processing
New Location

The Department has a new procedure for towing vehicles for CSI processing:

- The vehicle shall be towed to Auto Return (AR), Bayshore Impound located at 2650 Bayshore Boulevard in Daly City. **Vehicles are no longer towed to the CSI Lot at 450 7ᵗʰ St.**
- Upon arrival, officers and the tow truck will enter the storage yard on the Talbert Street side, cross street of McDonald Ave. in Daly City.
- Once the tow truck pulls up to the gate, a sensor will alert the security personnel on duty, who will open the gate. Security is aware of where CSI vehicles need to go.
- Officers shall escort the tow truck into the yard.
- The tow truck drivers will drop off all vehicles to be processed by CSI in Lot H, Section 20 or, if the lot is full, immediately outside. Every vehicle is logged in as it arrives. AR will document information such as the date & time of arrival at AR and other details from the tow slip. Give a copy of the tow slip to security for delivery to Auto Return.

Tow Holds are to be placed for and authorized by an investigative unit such as Homicide, Burglary or Robbery; do not place a Hold for CSI. CSI does not have the authority to release towed vehicles.

Investigators shall complete a **CSI Vehicle Processing Request** form (SFPD 64C), attached, specifying the request. These forms are to be sent to sfpd.vehicle_forensics@sfgov.org.

Please review the attached video (Towing Vehicles as Evidence on Vimeo) for important reminders about preserving evidence inside of vehicles. For questions, please contact CSI, (415) 553-1506, or Officer Glenn Juco, Official Info.

WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.