

GVSAV Quick Reference

**GREEN VALLEY  
SHERIFF'S AUXILIARY VOLUNTEERS**



**Quick Reference Guide  
January 2017**

601 N. La Cañada  
Green Valley AZ 85614

GVSAV Quick Reference

**PIMA COUNTY SHERIFF'S DEPARTMENT**

Community Services Section

FAX 351-4902

Community Resources 351-4615

Ajo SAV 351-8511

Tucson SAV 351-4903

Communications Section

COMM Center (public) 351-4900

Dispatchers (law enforcement only) 351-4911

**FAX 351-6031**

IST Help Desk – Password Reset 351-4777

FAX 351-4774

Terminal Operations 351-4625

FAX 351-4652

Green Valley District Office 351-6711

FAX 351-6737

Green Valley SAV 351-6744

Records Maintenance (public non-emergency) 351-4650

Transcription 351-4540

Supervisors 351-8441

Dictation 351-4545

FAX 351-4665

**GV SAV OFFICE PHONES**

Front Desk 351-6744

10-100 Desk 351-6743

Cell phone for 10-100 561-1746

Commander 351-6716

Dep. Commander 351-6713

Field Operations 351-6718

Dep. FOD 351-6724

Administration 351-6748

Community Services 351-6749

Citizen Care 351-6744

Recruiting 351-6746

Scam Squad 351-6715

Training 351-6745

TeleCare 351-6706

Vehicle Maintenance & ERT 351-6714

GVSAV Quick Reference

**GV SAV OFFICE PHONES cont.**

|                       |                     |
|-----------------------|---------------------|
| President             | 351-6747            |
| Computer Room/Code 9s | 351-6741            |
| FAX                   | 351-6707            |
| Training Room         | 351-6719            |
| Treasurer             | 351-6740            |
| Kitchen               | 351-6708            |
| HAM Office            | 351-6709 & 351-6710 |

**UTILITY COMPANIES – Green Valley**

|                                      |                |
|--------------------------------------|----------------|
| Community Water – Red Hydrants       | 625-8409       |
| After hours                          | 625-9281       |
| FICO – Silver Hydrants               | 879-7474       |
| Green Valley Water – Yellow Hydrants | 625-9112       |
| TEP (Tucson Electric Power)          | 623-7711       |
| Trico Electric                       | 744-2944       |
| Southwest Gas                        | 1-877-860-6020 |
| West Nile Task Force                 | 243-7999       |

**OTHERS**

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|  |                |
|--|----------------|
| Green Valley Hospital 4455 S. I-19 Frontage Road | 393-4700       |
| Justice Court #7                                 | 648-0658       |
| Sahuarita Police Department                      | 344-7000       |
| GVFD & Snake Removal (law enforcement only)      | 629-9200       |
| Serr's Towing                                    | 625-3597       |
| AAA  | 1-800-633-3222 |
| PCDOT Operations (Pot Holes)                     | 724-2639       |
| PCDOT Traffic Engineers – (Traffic Lights)       | 724-2601       |

**GV SAV CELL PHONES**

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|      |          |                |          |
|------|----------|----------------|----------|
| G-10 | 561-1746 | G-17           | 784-1879 |
| G-11 | 237-4922 | G-19           | 988-0901 |
| G-12 | 237-5047 | G-21           | 437-7020 |
| G-13 | 260-0055 | G-22           | 310-4153 |
| G-14 | 260-0325 | G-23           | 268-3188 |
| G-15 | 260-0828 | G-24           | 268-3293 |
| G-16 | 260-1239 | White Elephant | 240-5132 |

## GVSAV Quick Reference

### INTERNATIONAL PHONETIC ALPHABET

|   |         |   |          |   |         |
|---|---------|---|----------|---|---------|
| A | Alpha   | J | Juliet   | S | Sierra  |
| B | Bravo   | K | Kilo     | T | Tango   |
| C | Charlie | L | Lima     | U | Uniform |
| D | Delta   | M | Mike     | V | Victor  |
| E | Echo    | N | November | W | Whiskey |
| F | Foxtrot | O | Oscar    | X | X-ray   |
| G | Golf    | P | Papa     | Y | Yankee  |
| H | Hotel   | Q | Quebec   | Z | Zulu    |
| I | India   | R | Romeo    |   |         |

|     |                 |
|-----|-----------------|
| G11 | AM patrol       |
| G12 | AM patrol       |
| G13 | AM patrol       |
| G21 | AM patrol       |
| G14 | PM patrol       |
| G15 | PM patrol       |
| G16 | PM patrol       |
| G22 | PM patrol       |
| G17 | Extra C9s & S/A |
| G18 | Extra Patrol    |
| G19 | Bike patrol     |

|         |                 |
|---------|-----------------|
| G20     | Bike Patrol     |
| G23     | Extra patrol    |
| G24     | Mall patrol     |
| G25     | Extra C9s & SA  |
| G30     | ERT manager     |
| G31-G37 | ERT             |
| G51-59  | Car transport   |
| G1      | Commander       |
| G2      | Deputy Cmdr.    |
| G3      | Unused          |
| G4      | FOD Director    |
| G5      | FOD Deputy Dir. |

### RADIO DESIGNATORS

|                     |             |
|---------------------|-------------|
| Sheriff             | "Pima 1"    |
| Bureau Chiefs       | "Pima #"    |
| Captains            | "Pima #"    |
| Lieutenants         | "Lincoln #" |
| Patrol Sergeants    | "Sierra #"  |
| Bicycle Officer     | "Bike #"    |
| CID/Supervisor      | "Baker #"   |
| Civil/Court Enforce | "Charlie #" |
| Corrections         | "Juliet #"  |
| DUI Squad/Supv      | "Delta #"   |
| Field Training      | "Fox #"     |
| Fugitive/Supervisor | "Frank #"   |
| Helio-Courier       | "Survey 1"  |

|                          |            |
|--------------------------|------------|
| I.D. (Forensic Unit)     | "India #"  |
| K-9 Units/Supervisor     | "Sam #"    |
| CNA                      | "Metro #"  |
| Motorcycle Enf Unit/Supv | "Motor #"  |
| Railroad Agent           | "R# "      |
| SAV-Ajo                  | "Adam #"   |
| SAV-Green Valley         | "Golf #"   |
| SAV-Tucson               | "Victor #" |
| School Resource Officer  | "SR"       |
| Sahuarita Volunteer      | "Alpha #"  |
| SWAT                     | "SWAT"     |
| Traffic/Supervisor       | "Tango #"  |
| Two (2) Person Unit      | "X-Ray #"  |

## GVSAV Quick Reference

### ABBREVIATION/CODES

#### RACE CODES

1. Hispanic
  2. Native American (Incl. Aleuts & Eskimos)
  3. Black/African-American
  4. Asian/Pacific Islander
  5. Caucasian
- U Unknown

#### GENDER

- F Female  
M Male  
U Unknown

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### INVOLVEMENT TO INCIDENT

#### PERSON

- Driver  
Missing or Found  
Reportee  
Suspect  
Victim  
Witness

#### VEHICLE

- Stolen  
Victim's  
Suspect's  
Driver's  
Passenger's

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### REPORTS – Get the information

- Dispatch time  
Incident Number  
Incident type  
Contact person (reportee/victim/witness)  
*(check driver's license for accurate information)*

- |             |                    |
|-------------|--------------------|
| Full name   | Driver's license # |
| Address     | Height/Weight      |
| Phone       | Eye color          |
| DOB         | Hair color         |
| Race/gender |                    |

#### Details of incident

- |      |       |
|------|-------|
| Who  | Where |
| What | Why   |
| When | How   |

#### TYPES OF REPORTS

1. Initial Incident
2. Patrol supplement

#### PRIORITY

3. Narrative Only
4. All other reports

## GVSAV Quick Reference

Initial Reports are coded  
1,4

Supplemental Reports are  
coded 2,3

### **SUPPLEMENTS**

Use the original incident  
# in your report in the  
**Incident No.** (3 digits) &  
**Incident Number** (9  
digits) fields

Use Trail 1 and Trail 8  
only. Nothing should be  
documented under your  
new incident #.

New Incident Number is  
entered on Trail 1–  
Incident Info. in the  
**Connect Up No.** field

Remember to change  
Dictation type to 2  
and Priority to 3

Put the **ORIGINAL**  
incident number in the  
SUBJECT line when you  
email your report

Clear your new call # on  
the MDC (or radio) using  
49.00 & O (Oscar)

### **OFFENSE CODES**

UCR commonly used by SAV in  
**RED**. For all codes, see 10-100

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#### **01. Criminal Homicide**

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#### **02. Sexual Assault**

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#### **03. Robbery** – *requires force or threat*

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#### **04. Aggravated Assault**

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#### **05. Burglary** – *enclosed space*

- 01 Force, residence
  - 11 Force, non-residence
  - 02 No force, residence
  - 12 No force, non-residence
  - 03 Attempt, residence
  - 13 Attempt, non-residence
- 

#### **06. Larceny**

- 01 Pocket picking
  - 02 Purse snatching
  - 03 Shoplifting
  - 04 From motor vehicle
  - 05 Auto parts/accessories
  - 06 Bicycles
  - 07 From building –  
*house/home*
  - 08 From coin operated  
machine
  - 09 All other – *gas skip*
- 

#### **07. Motor Vehicle Theft**

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#### **08. Arson**

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#### **09. Other Assaults**

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#### **10. Forgery and Counterfeiting**

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#### **11. Frauds** – *Only when money is lost by victim & VRF issued*

- 01 Frauds

## GVSAV Quick Reference

- 02 Bogus checks
- 03 Other – *non-sufficient funds*
- 04 Identity theft
- 05 Telecommunications

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**12. Embezzlement** –  
*something entrusted to your care*

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**13. Stolen Property** – *was theirs, then taken*

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**14. Criminal Damage**

- 01 Malicious mischief - *vandalism, graffiti*
- 02 Intentional vandalism (directed) – *destruction of property*
- 12 Domestic violence – *directed revenge*

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**15. Weapons Violations**

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**16. Commercialized Sex**

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**17. Sex Offenses**

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**18. Controlled Substances**

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**19. Gambling**

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**20. Offenses Against Family**

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**21. Driving under the influence**

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**22. Liquor laws**

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**23. Public Intoxication**

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**24. Disorderly Conduct**

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**25. Vagrancy**

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**26. Other Offenses**

- 04 Other felonies (use for A.W.O.L.)
- 14 Other felonies – domestic violence

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**05 Other misdemeanor** –  
*phone, obscene/harassment*

- 06 Other misdemeanor – domestic violence
- 12 Participating / Assist criminal syndicate
- 25 Trespassing

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**27. Arrest for Other Jurisdiction**

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**28. Juvenile Violation**

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**29. Runaway Juvenile**

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**30. Fatal Motor Traffic Accident**

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**30. Fatal Motor Traffic Accident cont.**

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**31. Personal Injury Motor Vehicle Accident**

Same secondary classification as #30

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**32. Personal Damage Motor Vehicle Accident**

Same secondary classification as #30

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**33. Motor Vehicle Non-Traffic Accident**

- 01 Fatal – *private property*
- 11 Fatal, leaving the scene
- 02 Injury
- 12 Injury, leaving the scene
- 03 Property damage**
- 13 Property damage, leaving the scene – *hit-n-run*

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**34. Other Vehicle Accident**

- 01 Railroad
- 02 Bicycle accident**
- 03 Airplane accident
- 04 Other vehicle accident**

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**35. Violation of Traffic and Motor Vehicle Laws**

## GVSAV Quick Reference

### **03 Other vehicle violations**

- *handcapped parking*
  - 04 Abandoned vehicle
- 

### **40. Death**

### **41. Mental Cases**

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### **42. Sick Cared For**

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### **43. Animal Bites**

### **44. Firearm Accident**

### **45. Accident**

- 01 Residential - injury
  - 03 Public property
  - 04 Injury - other
- 

### **46. Disaster**

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### **47. Public Hazard** – *debris in roadway*

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### **49.00 Supplement (Oscar)** – *to another call*

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### **50. Fire**

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### **51. Lost**

- 01 Person
  - 02 Animal
  - 03 Property
- 

### **52. Found**

- 01 Person
  - 02 Animal
  - 03 Property – *guns, ammo*
- 

### **53. Public Assist**

- 01 Motorist
  - 02 Emergency message
  - 03 Check welfare
  - 04 Other – *private property*
- 

### **54. Civil Matter**

- 01 Court order enforces

02 Preserve the peace

03 Other – *golf ball damage*

### **55. False Alarm**

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### **56. Suspicious Activity** – *telephone/email scam no money lost*

- 01 Vehicle
  - 02 Person
  - 03 Other – *open door*
  - 04 Unable to locate
- 

### **57. Disturbance – No Further Enforcement Action**

### **58. Unfounded**

- 01 No incident
  - 02 No victim or witness
  - 03 No such address
- 

### **59. Misc. Administrative** (Communications use only)

### **60. Assist Other Agency**

- 01 Municipal agency
  - 02 County agency
  - 03 State agency
  - 04 Federal agency
  - 05 Other
- 

### **61. Miscellaneous**

- 01 Officer
  - 02 Public – *broken glass in public/business door/window*
  - 04 Point control
- 

### **62. Court Order**

### **63. Warrant**

### **64. Miscellaneous Records Type** (Records use only)

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### **65. Sex Offender Notification**



## WRITING THE REPORT

Fill in information, as applicable, on the computer.

Trail 1 – Incident Information

Trail 3 – Business name

Trail 4 – All other names (must have DOB)

Trail 7 – Vehicle table (must have VIN)

Trail 8 – Narrative (compose in first person)

## CLEARING THE CALL

(only codes used by SAV)  
Disposition is always **ACT** – (Active)

Observed URC code :  
**XX.XX** (e.g.56.03)

Incidence Clearance code is: A

...Unless you are doing a supplement. Then you can use 'O' to clear you newly assigned call provided your prepare the supplement report.

## Narrative Grammar Guide

1. Write in the first person, e.g., “We (I) interviewed...” or “We (I) examined the broken door and discovered...”

2. Use the active voice, e.g., Ms. Brown discovered the rear kitchen window was broken. NOT: *The rear kitchen window was discovered to be broken by Ms. Brown.*

3. Avoid pronouns as much as possible, e.g., We (I) is OK. “Ms. Brown said...”, NOT “*She said...*”

4. Spell out all abbreviations, e.g., Mr./Ms. are OK. Bank of America NOT *B of A*. – Department of Transportation NOT *DOT*. – Green Valley, NOT *GV*.

5. Do not use contractions. ‘Do not’ instead of ‘don’t’ and ‘Is not’ instead of ‘isn’t’.

6. Do not capitalize the type of call, e.g., ‘*larceny*’ not ‘*Larceny*’

## GVSAV Quick Reference

### Circumstances Codes

BIKE Bicycle  
CCARD Credit card fraud  
CHECK Check fraud  
COMPU Computer fraud  
CONST Construction theft  
DDS Dial Dictation  
System (default in all reports)  
EMBEZ Embezzlement  
GRAF Graffiti  
LARBM Larceny – building  
materials  
LARCO Larceny –  
construction other  
MHST Mental Health  
Support Team

METL Recyclable metal theft  
NSLE No suspects, leads or  
evidence  
PARKL Parking lot  
PROP Property  
RES Residential  
SAV S.A.V. (default in all  
reports)  
SCAMS Fraudulent schemes  
SUSP Suspect info in  
narrative  
SUSPV Suspect vehicle info in  
narrative  
VICIN Victim rights  
information

**TRAIL8– NARRATIVE SECTION  
MUST USE THE FOLLOWING FORMAT  
All abbreviations must be spelled out**

Initial **C**ase **T**yped by **SAV Name #badge** on **mm/dd/yy** at **hhmm** hrs.

(Insert a line)

We were (I was) dispatched at **hhmm** hours on a **type** call.

(Insert a line)

Victim's rights form was issued. (if you issued one)

(Insert a line)

We interviewed **(Mr/Ms)(Last Name) (DOB mm/dd/yy)** at the **Green Valley District Office**.

–OR–

We interviewed **(Mr/Ms)(Last Name) (DOB mm/dd/yy)** by telephone.

–OR –

We interviewed **(Mr./Ms.)(Last Name) (DOB mm/dd/yy)** at **(his/her)** residence. **(Mr./Ms.)(Last Name)** said that **(describe incident)**

Email in PDF format to **Transcriptions**. Put incident **#** in subject line. Use "**Practice Report**" if applicable.

**Typing shortcuts that can used in reports**

*Type: ictb[spacebar] =text displayed:* Initial Case Typed by SAV

*Type: wwda[spacebar] =text displayed:* We were dispatched at

*Type: vrfi[spacebar] =text displayed:* Victim's Rights Form was issued.

*Type: gv[spacebar] =text displayed:* Green Valley

**NOTE:** When doing practice reports the incident # is always "YYMMDD000". Put **PRACTICE REPORT** in the first line in the narrative and the subject line of the email.

NOTES:

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## GVSAV Quick Reference

### **FOUND PROPERTY/EVIDENCE CHECKLIST**

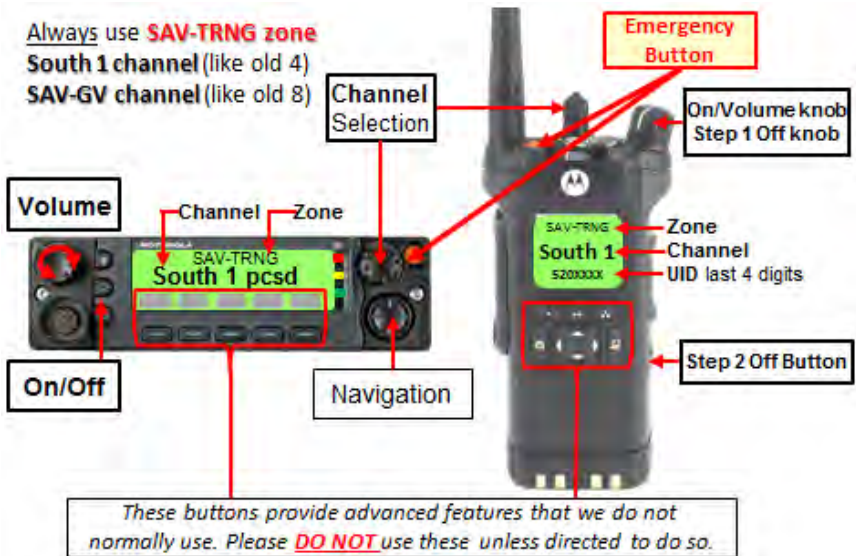
1. Packaging:
  - a. Red evidence tape must be applied to all openings.
  - b. Use black Sharpie pen to write your name, badge#, and date across the tape.
2. The Evidence Control Form and the evidence tag must agree.
  - a. Incident number
  - b. Item # and description
  - c. Date and/or time
  - d. Your name and badge#
  - e. UCR code (5203 for found property) (do not use 4900)
3. **Evidence item numbers are your initials and a number, ex: MH1, MH2, MH3.**
4. Continue the item numbers on the evidence envelope/tag as needed.
5. **Cash, weapons, ammo, and knives must be packaged separately.**
6. Knives and sharp items are boxed/wrapped to make them safe. Guns are MADE SAFE and secured. Holsters, magazines and ammo must be packaged separately.
7. List the owner as **UNKNOWN**, if that is the case
8. Special Instructions section:
  - a. If evidence is to be destroyed, use form 1330.
  - b. Write SAFEKEEPING **only** if owner's name and address are known
9. Money is itemized by denomination and the total listed on the Evidence Control Form and on the evidence package.
10. **TYPE** – check one only: **Evidence, Found Property, Safekeeping (see 8b).**
11. Put the pink copy of the Evidence Control Form in the labeled container. Put the Evidence Control Form (white and blue copy) in locker 001. Do not put it in the same envelope as the evidence. Gold copy is attached to your report for our files.
12. The evidence can also go in locker 001 if it fits.
13. See the example in the Report Manual.

## Radio Instructions

Green Valley SAV uses **SAV-TRNG** ZONE

| Position | Name               | Channel  |
|----------|--------------------|----------|
| 1.       | SAV- AJO           | 1        |
| 2.       | <b>SAV- GV</b>     | <b>2</b> |
| 3.       | SAV-TSN            | 3        |
| 4.       | Ajo PTRL (encrypt) | 4        |
| 5.       | North 1            | 5        |
| 6.       | North 2            | 6        |
| 7.       | East 1             | 7        |
| 8.       | East 2             | 8        |

| Position | Name           | Channel   |
|----------|----------------|-----------|
| 9.       | West 1         | 9         |
| 10.      | West 2         | 10        |
| 11.      | <b>South 1</b> | <b>11</b> |
| 12.      | South 2        | 12        |
| 13.      | TRNG 1         | 13        |
| 14.      | TRNG 2         | 14        |
| 15.      | TRNG 3         | 15        |
| 16.      | TRNG 4         | 16        |



## GVSAV Quick Reference

### TO CHANGE ZONES

1. With radio ON
2. Push **green** [BUTTON] under ZONE



3. Use scroll pad, highlight **SAV-TRNG** then
4. Push **green** [BUTTON] under SEL

5. Turn channel selector knob to position 2 or 11  
*(your display should look like one of theseP*



### TO PROGRAM MS1 & MS2 BUTTONS

1. Select channel you wish to program to two **green** dot button
2. Press two **green** dot [button] under MS1 until radio “beeps”.

1. Select channel you wish to program to three **green** dot button
2. Press three **green** dot [button] under MS1 until radio “beeps”.

## Accidental **EMERGENCY BUTTON** activation

“Code 20 Echo” will be initiated by the dispatcher

Your radio will have an orange band with the word “EMERGENCY” across display



Answer “ Code 4” if all is OK.

**After the dispatcher has acknowledged your trip**, you clear (exit) the emergency mode with a press and hold of the preprogrammed Emergency Button

NOTES

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## GVSAV Quick Reference

### TEN CODES

|       |                                   |                  |                                    |
|-------|-----------------------------------|------------------|------------------------------------|
| 10-0  | Use Caution                       | 10-50            | Traffic collision, unknown injury  |
| 10-1  | Unable to copy                    | 10-51            | Traffic collision, no injury       |
| 10-2  | Receiving well                    | 10-52            | Traffic collision, personal injury |
| 10-3  | Stop transmitting                 | 10-53            | Traffic collision, fatal           |
| 10-4  | Acknowledgement                   | 10-55            | DUI                                |
| 10-5  | Relay                             | 10-56            | Intoxicated person                 |
| 10-6  | Busy                              | 10-57            | Hit and run                        |
| 10-7  | Out of service                    | 10-58            | Point control                      |
| 10-8  | In Service                        | 10-59            | Convoy, escort or passenger        |
| 10-9  | Repeat                            | <del>10-60</del> | <del>Unit in vicinity</del>        |
| 10-10 | Fight in progress                 | 10-64            | Emergency message for delivery     |
| 10-12 | Stand by _____                    | 10-70            | Fire                               |
| 10-13 | Road/weather conditions           | 10-76            | En route                           |
| 10-14 | Prowler                           | 10-78            | Back-up                            |
| 10-16 | Domestic Violence or Disturbance  | 10-80            | Chase in progress                  |
| 10-17 | Complainant                       | 10-81            | Turn on Intoxilizer                |
| 10-18 | ASAP                              | 10-82            | No back-up available               |
| 10-19 | Return to/or from _____           | 10-85            | Equipment failure                  |
| 10-20 | Location                          | 10-88            | Records indicate an arrest warrant |
| 10-21 | Call by telephone                 | 10-89            | Bomb threat                        |
| 10-22 | Disregard                         | 10-90            | Alarm (silent/audible)             |
| 10-23 | Arrived at scene                  | 10-91            | Prisoner transport                 |
| 10-24 | Completed assignment              | 10-94            | Vehicles disturbing                |
| 10-25 | Do you have traffic?              | 10-95            | Prisoner in custody                |
| 10-26 | Detaining subject                 | 10-96            | Mental subject                     |
| 10-27 | Driver's license info             | 10-98            | Jail or prison escape              |
| 10-28 | Vehicle registration info         | 10-100           | Supervisor                         |
| 10-29 | Check for wanted/stolen           |                  |                                    |
| 10-30 | Contrary to Rules/Regs            |                  |                                    |
| 10-31 | Crime in progress                 |                  |                                    |
| 10-32 | Armed with (weapon)               |                  |                                    |
| 10-35 | Limit radio traffic - major crime |                  |                                    |
| 10-37 | Suspicious vehicle                |                  |                                    |
| 10-41 | Beginning tour of duty            |                  |                                    |
| 10-42 | Ending tour of duty               |                  |                                    |
| 10-43 | Information                       |                  |                                    |
| 10-45 | Meet with _____                   |                  |                                    |
| 10-46 | Public assist                     |                  |                                    |



## GVSAV Quick Reference

### SUPPLEMENTAL CODES

|              |  |          |   |
|--------------|--|----------|---|
| Code 1       | At your convenience                              | Code 108 | Pima County Shops -<br>Houghton Road      |
| Code 2       | Urgent, no emergency<br>equipment                | Code 109 | Tucson Mountain<br>District Office        |
| Code 3       | Expedite, using<br>emergency equip.              | Code 110 | Pima County Juvenile<br>Court Center      |
| Code 4       | No further assistance<br>needed                  | Code 111 | Court Enforcement<br>/Civil Section       |
| Code 5       | Stakeout in area                                 | Code 112 | Ina Road Refueling                        |
| Code 6       | Out for investigation                            | Code 113 | Work Release Center                       |
| Code 7       | Out for meal at _____                            | Code 114 | Ajo District Office                       |
| Code 8       | Runaway juvenile                                 | Code 115 | Pima County<br>Corrections Complex        |
| Code 9       | Periodic check                                   | Code 116 | Catalina substation                       |
| Code 10      | Within earshot - radio                           | Code 117 | Foothills District Office                 |
| Code 11      | Homicide   | Code 118 | Richey Yard Refueling                     |
| Code 1103    | Suicide  | Code 119 | Mt. Lemmon deputy's<br>residence          |
| Code 12      | Assault  | Code 120 | San Xavier District                       |
| Code 14      | Rape   | Code 121 | Impound facility                          |
| Code 1401    | Abandoned vehicle                                | Code 122 | Pima Regional Training<br>Center          |
| Code 1410    | Child molesting                                  | Code 123 | Corona de Tucson<br>office                |
| Code 15      | Burglary   | Code 124 | Robles Ranch office                       |
| Code 16      | Vandalism  | Code 125 | Sahuarita Police Dept                     |
| Code 17      | Arson  | Code 126 | Sahuarita Town Hall                       |
| Code 18      | Larceny  | Code 181 | Narcotics                                 |
| Code 1803    | Stolen vehicle                                   | Code 309 | Illegal shooting                          |
| Code 1803B   | Bait vehicle theft                               | Code 693 | Reckless driving                          |
| Code 19      | Armed robbery                                    | Code 900 | Dead body                                 |
| Code 20      | Status/Welfare                                   | Code 901 | Ambulance                                 |
| Code 20 ECHO | Radio emergency<br>activation                    | Code 902 | Hospital follow-up                        |
| Code 21      | DEA  | Code 926 | Wrecker                                   |
| Code 23      | CNA  | Code 950 | Patrol car collision,<br>-unknown injury  |
| Code 35      | Confidential Info                                | Code 951 | Patrol car collision, no<br>-injury       |
| Code 81      | Suspicious person                                | Code 952 | Patrol car collision,<br>-personal injury |
| Code 101     | Opposite sex in unit<br>(mileage & location)     | Code 953 | Patrol car collision,<br>fatal            |
| Code 102     | Opposite sex out of unit<br>(mileage & location) | Code 998 | Officer involved<br>shooting              |
| Code 103     | Sheriff's Admin Bldg                             | Code 999 | Officer needs help<br>URGENTLY            |
| Code 104     | Pima County Shops                                |          |   |
| Code 105     | Communications                                   |          |   |
| Code 106     | Rincon District Office                           |          |   |
| Code 107     | Green Valley District<br>Office                  |          |   |
| Code 107A    | Green Valley SAV<br>Office                       |          |   |

## GVSAV Quick Reference

### **COMMON ACRONYMS (DO NOT use in Narrative of report)**

|            |                                     |      |                                      |
|------------|-------------------------------------|------|--------------------------------------|
| AARP       | American Assoc. of Retired People   | ID   | Identification                       |
| ACIC       | Arizona Criminal Information Center | KTP  | Keep the peace                       |
| ATL        | Attempt to locate                   | LOI  | Location of incident                 |
| ATV        | All-terrain vehicle                 | LSW  | Last seen wearing                    |
| AWDW       | Assault with deadly weapon          | MDC  | Mobile data computer                 |
| BP         | Border Patrol                       | MOP  | Mission Oriented Policing            |
| CAD        | Computer aided dispatch             | NA   | Not applicable                       |
| CID        | Criminal Investigation Division     | NCIC | National Computer Information Center |
| CPR        | Cardio Pulmonary Resuscitation      | NFI  | No further information               |
| DDS        | Digital dictation system            | NIMS | National Incident Management System  |
| DOA        | Dead on arrival                     | nof  | North of                             |
| DOB        | Date of birth                       | OJT  | On the job training                  |
| DOT        | Dept. of Transportation             | OLN  | Operator's license number            |
| DTP        | Disturbing the peace                | OME  | Office of medical examiner           |
| DUI        | Driving under the influence         | PAC  | Pima animal control                  |
| DV         | Domestic violence                   | PCSD | Pima County Sheriff's Department     |
| DWI        | Driving while intoxicated           | PTT  | Push to talk button                  |
| EOD        | Explosive ordinance disposal        | RFD  | Rural Metro Fire Dept.               |
| eof        | East of                             | RFU  | Rescue follow up                     |
| ERT        | Emergency response team             | RO   | Registered owner                     |
| FOD        | Field operations div of SAV         | sof  | South of                             |
| FORCE-PCSD | Computer Information Center         | TTY  | Teletype                             |
| GOA        | Gone on arrival                     | UCR  | Uniform Crime Report number          |
| HAZMAT     | Hazardous material                  | UDA  | Undocumented alien                   |
| HWM        | Health, welfare, morals             | UNK  | Unknown                              |
| ICS        | Incident Command Sys.               | UTL  | Unable to locate                     |
|            |                                     | VIN  | Vehicle identification #             |
|            |                                     | wof  | West of                              |
|            |                                     | WHU  | Wireless hang up                     |
|            |                                     | WNTF | West Nile Task Force                 |

## GVSAV Quick Reference

### Remote Patrols

[EXCERPT FROM SOP – SEPTEMBER 2015]

F. The Remote Patrol will keep COMM and the District Deputies advised of their activities by using the following example radio procedure.

**Patrol: Golf 13 (or other designator)**

COMM: Golf 13

**Patrol: Code 9 at** [GIVE THE AREA YOU ARE ENTERING],

**Negative code 20s**

COMM: (time)

----- (at end of neighborhood patrol) -----

**Patrol: Golf 13**

COMM: Golf 13

**Patrol: 10-8**

COMM: (time)

Repeat the above for each neighborhood. You can use the MDC to indicate you are 10-8 after the last Remote Patrol.

G. If COMM asks for your 10-20:

Sahuarita Highlands is Santa Rita Rd & Broadwater Way

Entrada is Sahuarita Rd & Mann Ave.

Curly Horn is Helmet Peak and Avenida Cinco

Montana Vista is Calle Tres & Montana Vista