




ARLINGTON COUNTY POLICE DEPARTMENT DIRECTIVE MANUAL

Chapter: 5 Procedures	Effective Date: October 6, 2017	Amends/Supersedes: March 1, 2005	By Authority of the Chief of Police  Charles A. Penn
Accreditation Standard(s): N/A			

523.03 Vehicle Lockouts

I. Policy

Police department employees will assist citizens in gaining access to a locked vehicle (i.e., windows, doors or any other areas) under the following circumstances:

- A medical emergency.
- A child locked inside.
- An animal locked inside.
- An emergency as determined by an officer on-scene.
- Upon authorization by a supervisor.

II. Procedures

- A. Other than in an emergency, calls received by the Emergency Communications Center requesting police assistance with a vehicle lockout should be referred to a commercial business that offers this service.
- B. If there is any uncertainty about the need to send a police officer to a vehicle lockout, an officer should be dispatched.
- C. Upon arrival at the scene an officer shall determine whether the lockout falls within one of the circumstances outlined in this policy and take appropriate action.
- D. Other than in an emergency, proper identification should be required first, prior to an officer making entry into a vehicle in order to ensure that the requesting party has the right to gain entry to the vehicle.