



**PARADISE VALLEY POLICE  
GENERAL ORDER**

**Definitions**

Order Number

**83.1**

Date

**01-24-17**

**83.1 Definitions**

**Chain of Custody:** Documentation of the physical handling of all property from the time obtained until final disposition.

**Collecting Officer:** The person who collected and packaged the property.

**Evidence:** Property, trace materials and/or biological findings that *may* be related to a crime and which *may* implicate or clear a person of a crime.

**Evidence Custodian:** The *employee* assigned as head of the Evidence Section.

**Found Property:** Lost or abandoned property that is not *evidence* and comes into the custody of the *Department*.

**Prisoner Property:** Property that is not evidence and that belongs to a prisoner who has been booked into jail.

**Property for Disposal:** Property that has no monetary value, is not *evidence*, and has been given to the *Department* by a person who has requested that the property be removed or destroyed.

**Safekeeping Property:** Property that is not *evidence* that is taken into *Department* custody for the purpose of safeguarding the property for the rightful owner.

**Submitting Officer:** The person who turned the property over to the custody of the Evidence Section.