

MARICOPA COUNTY SHERIFF'S OFFICE
Bureau of Internal Oversight
Audits and Inspections Unit
BI2016-0116



Bureau of Internal Oversight
Property & Evidence Inspection Report
Date:
Inspection #BI2016-0116



Joseph M. Arpaio, Sheriff

To: Lt. Morris #S1014
Commander
Audits and Inspections Unit

From: Sgt. Reaulo #S1678
Inspections Sergeant
Audits and Inspections Unit

Subject: Property & Evidence Inspection Summary,
October 2016
BI2016-0116

Date: 10/5/2016

The Audits and Inspections Unit (AIU) conducted an inspection of Property and Evidence inventory located at the MCSO Property Division.

The court monitors provided a sample consisting of 503 items. The sample consisted of 502 items which were assigned barcodes unique to each item in the OIM Property and Evidence System. One item contained insufficient information to include in the sample.

Two duplicate entries were located in the monitors sample (IR 12-073334/barcode 102551 and IR 16-007542/barcode 285088). When corrected, the sample contained 500 items of the overall inventory for inspection. At the time of the inspection the MCSO Property Division had 218,271 items of Property and Evidence logged into the OIM database. 214,947 of those items were stored at the Property & Evidence facility, 1,115 were signed out court, 1,410 were signed out to officers/deputies, 483 were signed out to the DPS Crime Lab and 316 were signed out to the MCSO Crime Lab. During the inspection 500 or 100% of the items contained in the sample were inspected.

Matrix Procedures:

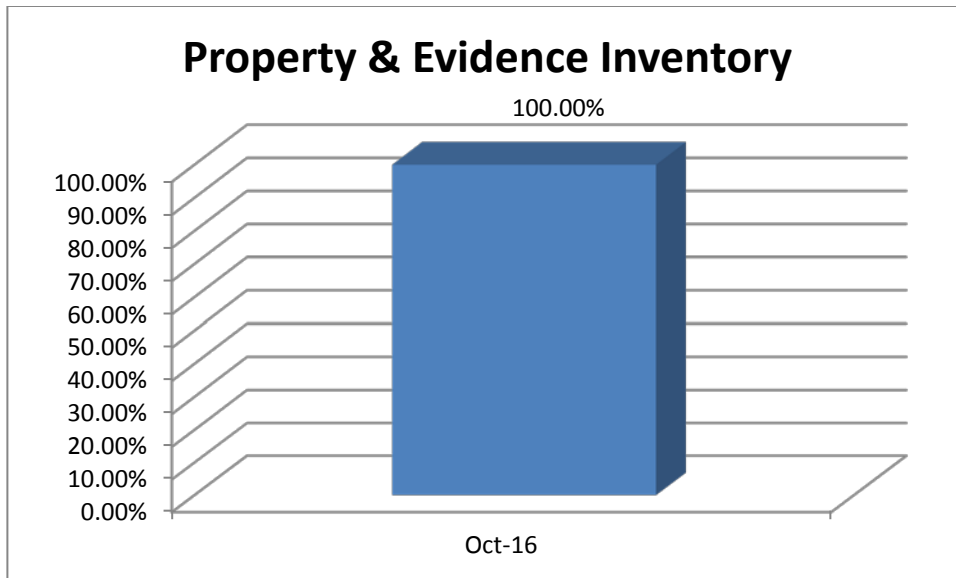
- Utilizing the OIM Property & Evidence System retrieve Item History Reports for items listed in the monitor provided sample.
- In conjunction with a Property Custodian verify items listed in the monitor provided sample are located in their designated storage locations in the secured MCSO Property & Evidence facility and verify the item matches the item description.

Criteria:

MCSO Policy GE-3, Property Management
MCSO Policy GJ-4, Evidence Control

Conditions:

Of the 500 items inspected the following has been concluded: 498 items were located in the MCSO Property & Evidence facility. 1 item (IR 16-010886/barcode 289638) was destroyed with monitor approval on 8/24/2016 and 1 item (IR 15-006970/barcode 232941) was returned to its owner. 500 items or 100% of the monitor provided sample was accounted for as illustrated in the graph below:



Recommendations:

It is recommended that property custodians continue conducting inventories at the division level. Due to the 100% compliance no BIO Action forms are required.

Date Inspection Started: 10/4/2016
Date Completed: 10/5/2016
Assigned Inspector(s): Sgt. Dominick Reaulo S1678
Property Custodian(s): Ruben Andazola A4564

I have reviewed this inspection report.

W. R. L. Morris #1014

**Lieutenant Rick Morris
Division Commander
Audits and Inspections**

10/5/2016
Date

Bill Knight #1011

**Deputy Chief Bill Knight
Bureau Commander
Bureau of Internal Oversight**

10/5/2016
Date