

## COMMUNICATIONS OPERATIONS LAW ENFORCEMENT POLICY

<b>Policy No.</b> Section:	<b>4550</b> 4500 - CLETS and Other Automated Systems	Date Issued: Date Revised:	June 1, 1996 July 22, 2019	
Accreditation Standards: None				
SUBJECT: DRIVER'S LICENSE CHECKS				
APPROVED:				
	Chairperson, Law Enforceme	Chairperson, Law Enforcement Users Subcommittee		
APPROVED:				
	Dennis Kidd, General Mana	Dennis Kidd, General Manager		

## 1.0 Policy

Dispatchers will provide User field units with timely and accurate Driver's License status and information via radio transmission in a uniform format in accordance with the following procedure.

## 2.0 Procedure

- 2.1 When requested to run a driver's license check:
  - Record the subject information in the associated CAD incident or as officer notes if the request is informational.
  - Run the DL check through CLETS.
- 2.2 When an officer runs a DL check by number, respond with:
  - Name and DOB on the DL
  - License status valid, expired, suspended, etc.
  - Class of the license
  - Any restrictions
- 2.3 When an officer runs a DL check by name, respond with:

- License status valid, expired, suspended, etc.
- Class of the license
- Any restrictions
- DL number, descriptors, and any priors convictions for 14601 or 23152 when requested by the officer.
- 2.4 An example of a Driver's License return would be:

"3-4 NetCom, your subject's (name) DL is a valid Class C-Charles, endorsed for M-Mary, restricted to corrective lenses"