

Portsmouth Police Department

Problem Oriented Policing – Operation I.D.

Operation I.D. – Engrave it & Save it

Operation Identification is nationally recognized by law enforcement as a citizen's burglary prevention program for use in the home or business. This program has been used for over 30 years by police departments across the country. The program will allow the Portsmouth Police Department and other law enforcement agencies to detect stolen property and return these items to their rightful owners. The Portsmouth Police suggest using your driver's license number when engraving. You SHOULD NOT use your social security number.

What items should I engrave?

The Portsmouth Police Department suggests that you mark any items that would be attractive for a thief to steal. These items would include televisions, laptops, cellphones, GPS units, camera equipment, tools, sports equipment and other small appliances. Small or very valuable items such as jewelry can be engraved by a jeweler or can be photographed for identification purposes.

Where do I get an engraver?

To mark your property, you can go to the Portsmouth Public Library and borrow an engraver for three days using your library card. It is important to return the engraver within the loan agreement period so others can use it. You can also purchase an inexpensive engraving tool at hardware and department stores.

Where should I make the engraving?

You should engrave on a spot that is flat and will allow you enough space to complete your license number. The spot should be a part of that item that cannot be removed. It is suggested that you practice using the engraver prior to marking your property.

How do I keep an inventory of the engraved items?

The Portsmouth Police Department has developed a property inventory sheet to make a list of your valuable items. This form allows you to document the make, model, color, value, and serial number of the property. There is also a spot for each item where you can note where you engraved the item, and a section for noting whether you have a picture of the item. This is very helpful for those items you did not engrave but are still valuable. A picture of your item can help officers identify your property if it is not engraved.

You should keep one copy of the inventory sheet and the photos of your items in a secure location such as a safety deposit box and another copy of the inventory sheet at home for reference. Be sure to update the inventory sheet periodically with any new items. You can also upload a copy of your photos to an internet storage so you can provide the pictures to the investigating officers in the event your computer or cell phone is stolen and you can't produce a copy of the pictures.

A blank copy of the property inventory sheet is available at the police station, public library and online at the Portsmouth Police Department website. www.cityofportsmouth.com/police/



Stephen J. DuBois
CHIEF OF POLICE

City of Portsmouth, NH

Police Department



Corey F. MacDonald
DEPUTY CHIEF OF POLICE

Property Inventory Sheet

Item	Make	Model	Color(s)	Value	Serial Number	Photo
Car Stereo	Sony	xxx-234	Black	\$300.00	23456789	Yes
Notes:	New Hampshire Driver's License Number engraved on bottom [Example Entry]					
Notes:						
Notes:						
Notes:						
Notes:						
Notes:						
Notes:						
Notes:						