TRAINING BULLETIN

A PUBLICATION OF THE SAN DIEGO POLICE DEPARTMENT

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CHIEF OF POLICE

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Portions of this document are deemed by the San Diego Police Department to be exempt from public disclosure because the public interest served by not disclosing the information clearly outweighs the public interest served by disclosure, pursuant to California Government Code section 7922.000.

NOTICE OF AUTONOMOUS VEHICLE NONCOMPLIANCE (OL 325)

I. PURPOSE

To provide sworn San Diego Police Department personnel with instructions on issuing a Notice of Autonomous Vehicle Noncompliance (OL 325) to a manufacturer (e.g., Waymo, Zoox, Nuro, etc.) when an autonomous vehicle (AV) is alleged to have committed a moving violation.

II. SCOPE

This Training Bulletin applies to all sworn Department personnel.

III. BACKGROUND

Effective July 1, 2026, in accordance with California Vehicle Code (VC) § 38752, a peace officer may issue a Notice of Autonomous Vehicle Noncompliance (OL 325) to an autonomous technology manufacturer upon observing an alleged violation of the VC or an alleged violation of a traffic-related provision of the San Diego Municipal Code (SDMC) adopted pursuant to the VC. The Notice must be provided to both the manufacturer and the California Department of Motor Vehicles (DMV).

The Department has received an initial supply of OL 325 forms from the DMV. These forms are available at each area Command.

To maximize operational flexibility, officers may complete the OL 325 using either the traditional hard-copy carbon paper forms or the DMV-approved fillable PDF version accessible from the Department's shared drive:F: Templates/DMV Forms/Notice of AV Noncompliance OL 325 Form.

IV. PROCEDURES

A. Traffic Stop and Vehicle Assessment

1. AVs are programmed to recognize emergency vehicles and respond to law enforcement requests to pull over.

2. After initiating a traffic stop or responding to a collision, personnel should attempt to determine if the vehicle is being operated by a human or automated driving technology.

3. In the absence of a human behind the wheel, communication with a remote assistance operator may be possible through an internal or external speaker on the vehicle. See TB 26-03, Interacting with Waymo Autonomous Vehicle for details.

B. Emergency Geofencing

1. Under California law (VC § 38751), an "emergency response official," which includes emergency dispatchers, peace officers, and first responders, "may issue an emergency geofencing message" to a manufacturer to exclude autonomous vehicles from an area because of an emergency. By statute, an emergency is defined as "a sudden, unexpected occurrence demanding immediate action to prevent or mitigate loss or damage to life, health, property, or essential public services."

2. Under VC § 38751, within two minutes of receiving an emergency geofencing message, a manufacturer is required to "issue direction to its fleet to leave or avoid the area identified." If an AV fails to exit the zone within the two-minute window or breaches the established boundary, an officer may issue an OL 325.

3. If the vehicle's failure to comply presents a clear or potential danger to property and/or a risk of injury to others, the officer should mark the "Notice of Priority Noncompliance" box in Section 6, requiring that the completed form be submitted to the DMV within 24 hours.

C. Instructions for Completing Form OL 325

1. If issuance of an OL 325 is warranted, the officer shall complete either the digital fillable PDF or a physical paper form in triplicate. The following information shall be included on the form:

   Section 1 - Instructions to Officer: Enter the date, time, and address location of the incident. Include the Global Positioning System (GPS) coordinates that reference the location (i.e. 38.59593, -121.49145).

   Once dispatched on an event, open the "Units" tab in the Mobile for Public Safety (MPS) system. GPS coordinates are displayed directly next to the officer's unit designator.

   Section 2 - Vehicle Information: Enter the vehicle year, make, model, license plate, VIN, and AV manufacturer.

   Section 3 - Safety Driver or Human Operator: Enter the name, driver's license number, issuing state, and birth date for the person in the driver's seat. If no human is in the driver's seat, select the "Not present in vehicle" box.

   Section 4 - Remote Assistance Information: If a human driver is not in the vehicle, contact the company representative or remote assistant by phone or through the vehicle's onboard communication systems. If a remote assistant was not contacted during the incident, check the "No Interaction" box.

   Section 5 - Disposition of Vehicle: Check the box indicating how the AV will leave after issuance of the OL 325. If the vehicle drives away autonomously, select the "No Human Driver" box, otherwise indicate if the AV will remain parked, towed away, driven away by a company representative, or describe any other alternatives.

   Section 6 - Observed Driving Behavior: Describe the AV's driving behavior and cite the related VC section violation(s). Include pertinent statements from involved parties or witnesses. If you deem the operation of the AV as a clear or potential danger to property and/or risk of injury to others, mark the "Notice of Priority Noncompliance" box, requiring that the DMV be notified within 24 hours.

   Section 7 - Issuing Agency Information: Complete the issuing agency and officer information and sign and date. The officer must certify under penalty of perjury under the laws of the State of California that the information provided is true and correct. Designate if a copy of the

OL 325 was left inside the vehicle. If utilizing the paper form and a copy was not left, an explanation must be provided. If utilizing the fillable PDF and the form is emailed directly to the manufacturer, select the "No" box and enter "Emailed to manufacturer" in the explanation field.

D. Service and Delivery to the Manufacturer - Paper Form

1. The manufacturer's address is listed on the AV permit which is stored in the vehicle in the same location where the registration and insurance documents are maintained.

2. Once the OL 325 is completed, the pink copy shall be issued in one of the following manners:

    a. Issue the copy to the person behind the wheel if they are a representative of the AV manufacturer.

    b. Issue the copy to the on-scene representative from the AV manufacturer.

    c. Place the copy in the vehicle where the registration is located, when no human is in the vehicle, and the AV manufacturer is the registered owner.

    d. Mail the copy to the AV manufacturer whenever the registered owner is not the AV manufacturer.

    e. Mail the copy to the AV manufacturer whenever the issuing officer is unable to issue the form as described above.

E. Service and Delivery to the Manufacturer - Fillable PDF

1. The manufacturer's email address is often listed on a document stored where the AV permit, registration, and insurance documents are maintained inside the vehicle.

    If an email address is not found on the documents, the officer shall attempt to contact the company representative or remote assistant by phone or through the vehicle's onboard communication systems to obtain an electronic service email address from the company.

2. Once the form is complete and an email address is verified, the officer shall email the completed PDF form to the AV manufacturer.

If electronic service is unavailable or an email address cannot be obtained, a physical copy must be printed and mailed to the AV manufacturer.

F. DMV Submission Process - Paper Form

1. The issuing officer shall scan and submit the OL 325 through the DMV's Driver Safety Law Enforcement Portal within 72 hours of issuance.

2. First time users may request access to the DMV Law Enforcement Portal online at dmv.ca.gov/dslawportal.

3. If the form is marked as a "Notice of Priority Noncompliance," submit to the DMV within 24 hours of issuance.

4. In the event an officer cannot submit the OL 325 through the portal, they shall email the document to autonomousvehicles@dmv.ca.gov.

G. DMV Submission Process - Fillable PDF

1. The issuing officer shall submit the completed PDF directly through the DMV's Driver Safety Law Enforcement Portal within 72 hours of issuance.

2. First time users may request access to the DMV Law Enforcement Portal online at dmv.ca.gov/dslawportal.

3. If the form is marked as a "Notice of Priority Noncompliance," submit to the DMV within 24 hours of issuance.

4. In the event an officer cannot submit the PDF OL 325 through the portal, they shall submit it through email to autonomousvehicles@dmv.ca.gov.

   Officers may use the built-in "SUBMIT (EMAIL)" button on the PDF form to transmit the completed document directly to the DMV from the field.

H. Form Distribution - Paper Form

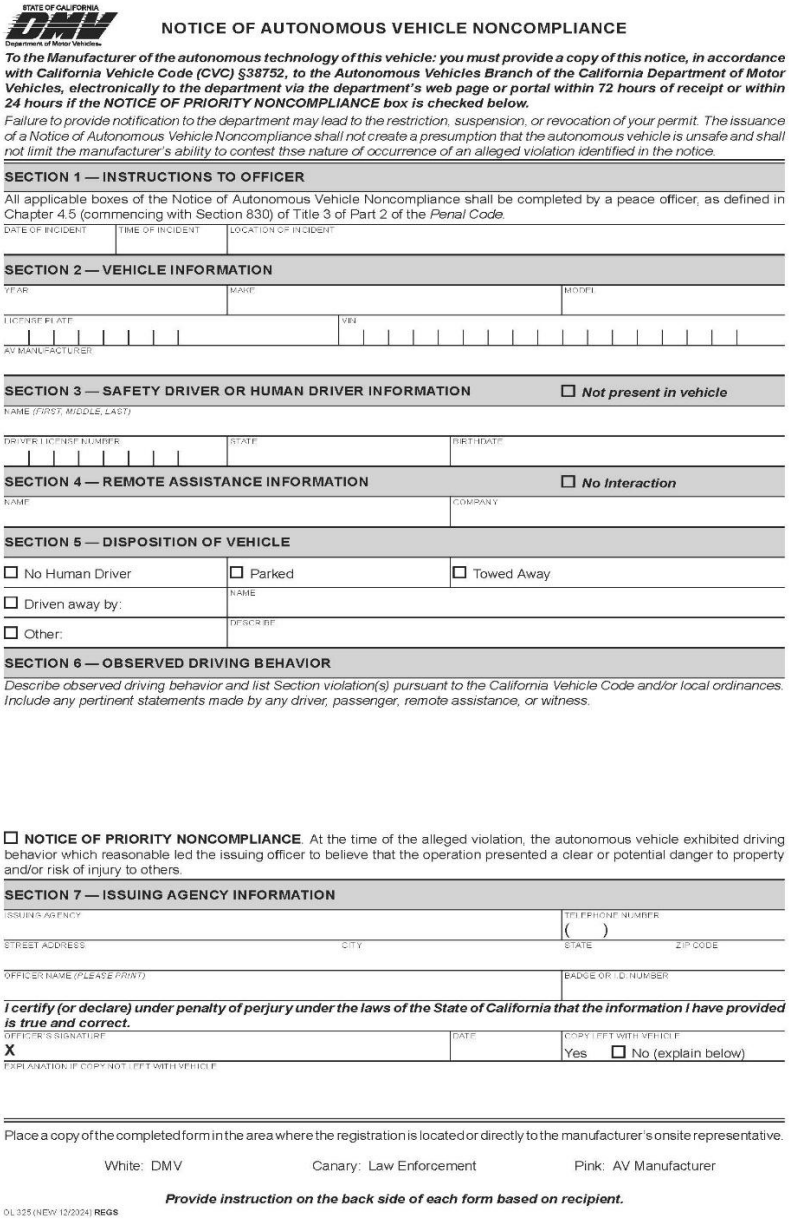
1. The white copy may be destroyed once it has been electronically submitted to the DMV.

2. The canary copy is sent to Records Division for retention.

3. The pink copy is served directly to the AV manufacturer.

If you have any questions, please contact Traffic Division Officer **(Redacted – record exempt)**

Form OL 325 (Front)



STATE OF CALIFORNIA
DMV
Department of Motor Vehicles

NOTICE OF AUTONOMOUS VEHICLE NONCOMPLIANCE

To the Manufacturer of the autonomous technology of this vehicle: you must provide a copy of this notice, in accordance with California Vehicle Code (CVC) §38752, to the Autonomous Vehicles Branch of the California Department of Motor Vehicles, electronically to the department via the department's web page or portal within 72 hours of receipt or within 24 hours if the NOTICE OF PRIORITY NONCOMPLIANCE box is checked below.

Failure to provide notification to the department may lead to the restriction, suspension, or revocation of your permit. The issuance of a Notice of Autonomous Vehicle Noncompliance shall not create a presumption that the autonomous vehicle is unsafe and shall not limit the manufacturer's ability to contest thse nature of occurrence of an alleged violation identified in the notice.

SECTION 1 — INSTRUCTIONS TO OFFICER

All applicable boxes of the Notice of Autonomous Vehicle Noncompliance shall be completed by a peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the *Penal Code*.

DATE OF INCIDENT | TIME OF INCIDENT | LOCATION OF INCIDENT

SECTION 2 — VEHICLE INFORMATION

YEAR | MAKE | MODEL

LICENSE PLATE | VIN

AV MANUFACTURER

SECTION 3 — SAFETY DRIVER OR HUMAN DRIVER INFORMATION ☐ ***Not present in vehicle***

NAME *(FIRST, MIDDLE, LAST)*

DRIVER LICENSE NUMBER | STATE | BIRTHDATE

SECTION 4 — REMOTE ASSISTANCE INFORMATION ☐ ***No Interaction***

NAME | COMPANY

SECTION 5 — DISPOSITION OF VEHICLE

☐ No Human Driver | ☐ Parked | ☐ Towed Away

☐ Driven away by: | NAME

☐ Other: | DESCRIBE

SECTION 6 — OBSERVED DRIVING BEHAVIOR

Describe observed driving behavior and list Section violation(s) pursuant to the California Vehicle Code and/or local ordinances. Include any pertinent statements made by any driver, passenger, remote assistance, or witness.

☐ **NOTICE OF PRIORITY NONCOMPLIANCE**. At the time of the alleged violation, the autonomous vehicle exhibited driving behavior which reasonable led the issuing officer to believe that the operation presented a clear or potential danger to property and/or risk of injury to others.

SECTION 7 — ISSUING AGENCY INFORMATION

ISSUING AGENCY | TELEPHONE NUMBER ( )

STREET ADDRESS | CITY | STATE | ZIP CODE

OFFICER NAME *(PLEASE PRINT)* | BADGE OR I.D. NUMBER

I certify (or declare) under penalty of perjury under the laws of the State of California that the information I have provided is true and correct.

OFFICER'S SIGNATURE | DATE | COPY LEFT WITH VEHICLE

X | Yes ☐ No (explain below)

EXPLANATION IF COPY NOT LEFT WITH VEHICLE

Place a copy of the completed form in the area where the registration is located or directly to the manufacturer's onsite representative.

White: DMV | Canary: Law Enforcement | Pink: AV Manufacturer

Provide instruction on the back side of each form based on recipient.

OL 325 (NEW 12/2024) **REGS**

Form OL 325 (Back)

INSTRUCTIONS TO THE AUTONOMOUS VEHICLE MANUFACTURERS

As the manufacturer of the autonomous technology of this vehicle, you must provide a copy of this notice in accordance with *California Vehicle Code* (CVC) §38752, to the Autonomous Vehicles Branch of the California Department of Motor Vehicles, electronically to the department via the department's web page or portal, within 72 hours of receipt or within 24 hours if the Notice of Priority Noncompliance box is checked or as directed by the department. Failure to provide notification to the department may lead to the restriction, suspension, or revocation of your permit. The issuance of a Notice of Autonomous Vehicle Noncompliance shall not create a presumption that the autonomous vehicle is unsafe and shall not limit the manufacturer's ability to contest the nature or occurrence of an alleged violation identified in the notice.

Instructions to the Officer

All applicable boxes of the Notice of Autonomous Vehicle Noncompliance shall be completed by a peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the Penal Code.

For Section 1- Location of Incident, the documenting officer shall enter the name and/or number of the roadway where the alleged violation occurred, the direction of travel, and the approximate location of the roadway. In addition, the documenting officer shall enter the Global Positioning System (GPS) Coordinates that reference the location of the crash. Coordinates shall be carried four places right of the decimal for a specific reference point. If GPS coordinates are not readily available, officers should utilize the Mobile Digital Computer or software applications upon return to their local office to determine the most accurate location.

Please provide a copy of the notice to the Autonomous Vehicles Branch of the California Department of Motor Vehicles, electronically to the department via the department's web page or portal.

Observed Driving Behavior

Describe unsafe driving behavior and list any alleged violation(s) of the CVC and/or any local traffic ordinance adopted pursuant to the CVC by this autonomous vehicle while the autonomous technology was engaged. Include any pertinent statements made by any driver, passenger, remote assistance, or witness.

Place a copy of the completed form in the area where the registration is located or directly to the manufacturer's onsite representative.

If the peace officer does not conduct a traffic stop, they shall send a copy of the notice to the department and the manufacturer's address as listed in the First Responder Interaction Plan within 72 hours of the incident.