

# SPRINGFIELD POLICE DEPARTMENT

## Standard Operating Guideline

<b>Effective Date:</b> 05/31/2014	<b>Supersedes Policy Dated:</b> 08/15/2013	<b>Rescinds:</b>	<b>SOG Number:</b>  <b>405.7</b>
<b>Accreditation Index:</b> 61.3.2, 61.3.3			
<b>Part Title:</b> Operations		<b>Chapter Title:</b> Traffic Operations	
<b>Chief of Police:</b>			

### Ancillary Traffic Services

#### I Policy

It is the policy of the Springfield Police Department to follow established procedures when dealing with various traffic-related functions. The primary goal in performing such activities is to provide for the safety of people using the streets and highways of the city.

#### II Definitions

#### III Procedure

##### 1 TRAFFIC ENGINEER

- 1.1 The safe movement of vehicular traffic through the city is a joint venture of several elements. Police personnel are responsible for enforcement activities in regard to traffic violations. The city's Traffic Engineer is responsible for the construction of safe roadways. In order to function effectively these two elements must work in cooperation.
- 1.2 The Traffic Section Commander shall be the main liaison with the Traffic Engineer.
- 1.3 Engineering problems observed or reported to police personnel by members of the public shall be passed on to the Traffic Engineer's office. Individual department members may do this through the city's in-house mail or may forward the information to the Traffic Commander.
- 1.4 The Traffic Engineer shall be supplied with copies of motor vehicle crash reports that are received by the police department. The Traffic Engineer provides statistical data to the police department based on these reports.

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## 2 TRAFFIC CONTROL AND DIRECTION

- 2.1 A number of situations can occur that require police personnel to perform traffic control and direction. This activity is often essential for the smooth flow of vehicular traffic but can put personnel in peril.
- 2.2 At most vehicular crash scenes, roadways become partially or fully blocked. While police personnel must fully investigate these events they must also arrange for smooth traffic flow of other vehicular traffic. Personnel may have to perform several different activities to create this smooth flow. (CALEA 61.3.2(a))
  - 2.2.1 Personnel should first attempt to protect the crash scene by properly positioning their police vehicle with adequate emergency lights activated.
  - 2.2.2 The crash investigation officer may require the assistance of additional personnel to direct traffic until the scene can be cleared.
  - 2.2.3 All personnel at a crash scene must coordinate their traffic direction activities to eliminate confusion on the part of motorists.
  - 2.2.4 At the scene of a fatal or serious injury crash, it may become necessary to completely or partially block a roadway for an extended period of time. The use of barricades as well as additional personnel is authorized for such scenes. On State maintained roadways, officers may request the assistance of the Missouri Department of Transportation's "Incident Response Team."
- 2.3 Police personnel shall use standardized hand signals while engaged in traffic direction activities. These gestures are taught in the basic police academy and in other police training.
- 2.4 Police personnel may be requested to assist with traffic direction at scenes of critical incidents. These situations can include critical incidents, natural or human-caused, which require an emergency response to protect life or property. Incidents may include, but are not limited to major disasters, emergencies, terrorist threats or attacks, wild land and urban fires, floods, hazardous material spills, nuclear accidents, aircraft accidents, earthquakes, tornadoes, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response, such as major planned events and law enforcement incidences. (CALEA 61.3.2(b))
  - 2.4.1 Officers assigned to assist the Springfield Fire Department at the scene of a fire should contact the Fire Department Battalion Chief or his designee for instructions on their traffic assistance needs. If unavailable, the officer may request this information via the dispatcher.
  - 2.4.2 Officers shall ensure that motorists are not allowed to interfere with fire personnel or apparatus. Officers shall prevent motorists from driving across fire hoses.

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- 2.5 Adverse weather conditions can create a number of situations that require blocking or directing vehicular traffic. (CALEA 61.3.2(b))
  - 2.5.1 Severe weather can cause trees and other debris to block roadways and require traffic control by police personnel.
  - 2.5.2 Flooding may occur.
  - 2.5.3 Ice and snow may make certain roadways impassible.
  - 2.5.4 Officers encountering roadway traffic hazards due to adverse weather conditions should initially block the affected roadway with their police vehicle.
    - 2.5.4(a) If necessary, the responding officer's supervisor may request barricades from the City of Springfield Service Center in order to prevent passage of vehicular traffic onto the affected roadway.
    - 2.5.4(b) If the hazard involves utility services (ie. electricity, water, cable-etc.) the officer shall request that the dispatcher contact the appropriate utility agency.
    - 2.5.4(c) If traffic volume warrants it, the officer may detour traffic to an alternate route. Prior to detouring traffic from a major thoroughfare, officers should consult with their supervisors.
- 2.6 Under certain circumstances, it may become necessary to control traffic by manually operating electronic traffic signals. This may be the safest and most convenient method of directing traffic. (CALEA 61.3.2(c))
  - 2.6.1 Without prior approval of the City Traffic Engineer or the State Traffic Engineer, personnel may only alter a traffic signal by placing the signal on four-way flash mode.
  - 2.6.2 During planned events where large volumes of traffic will occur, arrangements can be made to control several traffic signal lights with manual controls. Only officers trained in such operation shall perform this activity.
  - 2.6.3 Circumstances that may require manual control of traffic control devices include Ozark Empire Fair, Street Machine Nationals, and any other significant event that may substantially alter the traffic flow from normal conditions. <sup>1</sup>
- 2.7 Temporary traffic control devices may be requested and used for long-term roadway blockages. A temporary stop sign shall be requested at locations where permanent signs have been removed through accident or theft. (CALEA 61.3.2(d))

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<sup>1</sup> Section 2.6.3 deleted Firefall, added Street Machine Nationals, per Policy Change Order 14-014, Effective Date 05/31/2014.

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- 2.8 Anytime (day or night) police personnel must direct traffic or be in the roadway controlling traffic, they shall wear approved reflective clothing. Personnel shall wear Department issued vests or other approved reflective clothing while engaging in accident investigation in and adjacent to the roadway. (CALEA 61.3.2(e))
  
- 3 POLICE ESCORTS (CALEA 61.3.3)
  - 3.1 Police personnel may be requested to assist motorists by performing escort services. This may be required for special events or may be requested by individual citizens.
    - 3.1.1 Community Services Section personnel receive and process requests for escorts in regards to parades, organized runs and other activities. To be honored, these requests must be approved by the Chief of Police.
      - 3.1.1(a) Community Services Section personnel will supply manpower to facilitate these requests.
      - 3.1.1(b) Traffic and Patrol Section personnel may be needed on large events.
    - 3.1.2 Police personnel do not routinely provide escorts for funeral processions. However, on a case-by-case basis, such escorts may be approved by the Chief of Police.
      - 3.1.2(a) Funeral escorts for active police employees may be approved.
      - 3.1.2(b) Funeral escorts with an extremely large number of vehicles involved in the procession may be approved.
      - 3.1.3(c) Funeral processions for past police personnel may be authorized.
    - 3.1.3 Police personnel shall not provide emergency escorts to medical facilities when requested by citizens. Personnel shall take other actions to assist the citizens.
      - 3.1.3(a) Directions to hospitals may be given to the citizen.
      - 3.1.3(b) If immediate medical attention is required, personnel should request the citizen to remain at the location of contact, request EMT services and perform necessary first aid.
      - 3.1.3(c) Citizens may be shown to a hospital by police personnel but only by obeying all traffic laws and not performing an emergency escort.
      - 3.1.3(d) Personnel may advise the citizen that EMT services can be called to the location of contact and the sick or injured person can be transported in an ambulance.

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Personnel should stay with the citizen until the EMTs arrive.

### **4 USE OF ROADBLOCKS**

- 4.1 Police personnel may be called upon to conduct roadblocks for a variety of reasons.
  - 4.1.1 The establishment of a roadblock must be approved by a member of the command staff or by a field supervisor.
  - 4.1.2 A commander or field supervisor may cancel a roadblock.
  - 4.1.3 A field supervisor or commander shall be in charge of a roadblock.
  - 4.1.4 The person in charge of a roadblock shall ensure that adequate staffing levels are available to operate the roadblock in a safe and efficient manner.
  - 4.1.5 In every case except extreme emergency conditions prior planning should take place before the establishment of a roadblock.
  - 4.1.6 Roadblocks may be considered for use under a number of situations. Some typical examples of situations where a roadblock may be authorized are:
    - 4.1.6(a) To conduct traffic checks such as sobriety check points;
    - 4.1.6(b) To search for a wanted or missing person;
    - 4.1.6(c) To stop a fleeing felon within the guidelines of [SOG 304.2 Pursuit Vehicle Operation](#);
    - 4.1.6(d) To direct traffic away from a congested area;
    - 4.1.6(e) To assist with traffic direction during a special event;
    - 4.1.6(f) To conduct safety checks for the purpose of checking operation of vehicular safety equipment such as lights, brakes, and other legally mandated equipment;
    - 4.1.6(g) To conduct educational and enforcement safety checkpoints for the purpose of improving compliance with laws related to the use of safety restraint systems.
  - 4.1.7 All roadblocks shall be established in a manner that they are clearly visible to approaching traffic with adequate warning to allow for vehicles to come to a complete stop before reaching the roadblock.
  - 4.1.8 Roadblocks shall be established in such a manner that authorized and/or emergency vehicles are able to maneuver through the roadblocks. Normally, a roadblock should not block the entire roadway.
  - 4.1.9 Safety Checkpoints

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- 4.1.9(a) Procedures for the establishment of safety checkpoints as authorized in Section 4.1.6(f) and 4.1.6(g) shall be as directed in this section.
- 4.1.9(b) All safety checkpoint plans shall be reviewed and approved by the Chief of Police prior to implementation.

### **5 TRAFFIC PLANNING AND COORDINATING COMMITTEES**

- 5.1 The Traffic Section Commander shall be the primary liaison with various committees whose primary focus involves the flow of traffic within the city and state. These committees may include, but are not limited to:
  - 5.1.1 The Traffic Safety Alliance of the Ozarks;
  - 5.1.2 Traffic Advisory Board;
  - 5.1.3 The Law Enforcement Traffic Safety Advisory Council (LETSAC);
  - 5.1.4 The Missouri Traffic Records Committee.

## **IV Attachments**