

## TAKOMA PARK POLICE DEPARTMENT - GENERAL ORDERS



<b>TITLE: Traffic Direction and Control</b>		<b>Number: 713</b>	
<b>Effective Date: July 18, 2016</b>		<b>Review Date: July 18, 2024</b>	
New	X Amends	Rescinds	Dated March 18, 2002
Authority: Chief Alan Goldberg			Total Pages 4

**01 Purpose:** To provide Department personnel with operational guidelines that will assist in the efficient, effective direction of vehicular and pedestrian traffic, regulation of parking, and maintenance of safe school crossings.

**02 Policy:** It shall be the policy of the Department to ensure the safe and efficient movement of vehicles and pedestrians, where necessary, by performing traffic direction and control consistently and courteously, so as to create a positive public attitude and community acceptance.

**03 Definitions:**

**A.** High visibility clothing is clothing or a uniform accessory, which is intended to enhance officer safety and driver recognition and response. The Department will issue a reflective vest to all officers; it should be carried while on duty.

**B.** Point traffic control is control of vehicular and pedestrian movement at a particular place on a roadway, such as an intersection.

**04 Traffic Direction and Control:**

**A.** In furthering the public safety function of the Department, all officers will identify locations and times requiring traffic direction and control and provide the resources necessary to provide such services.

**B.** Many requirements for traffic direction and control are predictable. Conditions and circumstances at many locations may be such that types of service, time of day and controls needed can be identified with a high degree of accuracy.

**C.** Routinely, situations develop that require police officers to manually regulate the flow and direction of traffic. These situations include but are not limited to: scenes of traffic accidents, fires, malfunctioning traffic control devices, and other emergencies and/or roadway hazards.

**D.** Officers assigned to carry out traffic control will maintain a safe, orderly flow of pedestrian and vehicular traffic.

**E.** Malfunctioning traffic lights may be placed on flash in accordance with General Order 715 relating to traffic lights. Team Supervisors may authorize that traffic lights be placed on flash to facilitate the movement of traffic under certain circumstances, which include, but are not limited to: traffic accident scenes, other emergencies, traffic direction in the area of special events and/or providing a thoroughfare for motorcades.

**F.** To enhance driver and pedestrian recognition of, and response to police directions, all personnel authorized to direct traffic will use the same signals, per training and will wear the issued reflective vest and appropriate hat while directing traffic. Flares and police emergency lights will be used when conditions warrant, to maintain safety and high visibility while engaged in traffic direction.

**05 Traffic Direction and Control During Unusual Occurrences:**

**A.** Special Events are those at which a large volume of vehicular and/or pedestrian traffic is anticipated, but where hostile crowds are not anticipated. Special events may include but are not limited to: the annual fireworks display/parade, street festivals, roadway maintenance activities and picketing.

**B.** The Department will provide the degree of traffic direction and control service necessary to support special events.

**C.** The primary task of officers/School Safety conducting traffic direction and control, in support of a special event, is to assist motorists and/or pedestrians in the vicinity.

**D.** The Patrol Operations Commander is responsible for preparing a contingency plan using the following factors:

- \* ingress and egress of vehicle and pedestrian traffic
- \* adequate parking areas
- \* spectator control
- \* public transportation
- \* relief officers on point traffic control
- \* emergency vehicle access
- \* alternative routes of through traffic
- \* use of temporary controls
- \* news media access

**E. Fire Scenes:** The fundamental task of traffic direction and control at fire scenes is to maintain access to and egress from the scene by fire and other emergency vehicles.

**1.** Officers controlling and directing traffic will ensure that all private vehicles, including those belonging to volunteer firefighters, do not obstruct emergency operations. No vehicles will be allowed to drive over fire department water hoses.

**2.** At fires, additional officers can be assigned to provide crowd control and security for emergency equipment and apparatus in the general area.

**06 Adverse Road and Weather Conditions:** Such conditions may include but are not limited to:

- \* accidental hazards, where debris has fallen onto the roadway, and downed power lines;
- \* acts of nature, such as fog, or ice on the road, and
- \* engineering hazards, such as an exposed guardrail end or other object that might cause damage or injury should a vehicle impact with the object.

**A.** On discovering an adverse road or weather condition, Department personnel will cause appropriate agencies and persons to be notified for the purpose of correcting the condition, in accordance with General Order 714 related to traffic engineering.

**B.** Officers will provide traffic direction and control and scene protection services in the vicinity of adverse road and weather conditions, as appropriate.

**C.** The Team Supervisor may, at his/her discretion, impound any vehicle that is broken or abandoned, or causes any other undue hazard during adverse road or weather conditions.

**09 Temporary Traffic Control Devices:**

**A.** Temporary traffic control devices include cones, movable barriers and other apparatus intended for temporary deployment to assist the safe and efficient movement and control of vehicular and pedestrian traffic. The Department has the authority to place and maintain the temporary traffic control devices when necessary for warning, regulation, or guidance of traffic within the City. Traffic cones and barricades are available at Public Works. For special events arrangements should be made with the Public Works Director for deployment.

**B.** Temporary traffic control devices may be used at special events, parades or large gatherings where additional traffic control is required. Responsibility for these devices rests with the supervisor in charge of the event.

**C.** As soon as practical following the termination of the need for the temporary traffic control device, the supervisor authorizing deployment of the devices will ensure their removal or deactivation.

**10 Law Enforcement Escort Service:** The department may provide for routine, non-emergency escort when, in the supervisor's judgment circumstances surrounding the escort warrant it and sufficient manpower is available. Any routine planned escort, such as oversize vehicles, visiting dignitaries and funerals, will be coordinated through the Patrol Operations Commander or his/her designee. Unplanned escorts may be coordinated by the on-duty Team Supervisor.

**A.** Requests for escorts of hazardous cargo will be coordinated with the Fire Department.

**B.** Medical Emergency escorts will be provided in accordance with General Order 701, Operation of Police Vehicles.

**C.** A bank escort may be provided to departments within the City of Takoma Park government as needed. The Team Supervisor must be notified first and give approval based on current staffing, calls for service and the need of the department making the request.

**D.** The Team Supervisor is responsible for the management of escorts, including the responsibility to terminate, if deemed necessary.

**11 Non-Sworn Traffic Personnel:** Non-sworn traffic personnel such as School Safety Section (Crossing Guards) are employed on the basis of knowledge, skills, and abilities required for job performance as well as their personal background. School Safety personnel are selected after completion of an application, oral interview and limited background investigation. This process is the responsibility of the Administrative Services Commander, who will send a written recommendation for employment to the Chief of Police. Duties and supervision are outlined in General Order 502. School Safety Section is required to wear Department issued uniforms while on their assigned traffic posts.

**12 Traffic Control and Engineering Surveys:**

- A. The Chief or designee will participate in and support these efforts within the City.
- B. The Chief or designee shall forward citizen concerns and Department recommendations to the Traffic Engineer.

**13 Roadblocks:** Refer to General Order 701.