

	Policy & Procedures				No. 5.07	
	Subject: Traffic Direction and Control					
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CALEA STANDARDS

41.2.4 61.1.10 61.3.2

61.1.6 61.3.1 61.4.4

I. General Considerations

Officers may be assigned locations in need of traffic direction or control. The criteria for deployment shall be based on volume of vehicular traffic, volume of pedestrians, the duration of congestion period, the presence or absence of traffic control devices, and consideration of the incident scene or special events.

II. Policy

Officers shall use traffic and control signals that are clear and easily understood to ensure the efficient flow of traffic. All employees (part-time, non-sworn, etc) performing traffic direction duty shall wear an approved reflective vest, cross straps, jacket (with high visibility side out) or rain gear (with high visibility side out) and white or reflective gloves at all times. Any high visibility retroreflective vests or clothing shall meet or exceed ANSI/ISEA 207-2006 requirements. **61.3.1; 61.3.2**

III. Traffic Direction Procedures

A. Adverse Road and Weather Conditions 61.3.2 D

During adverse road and weather conditions (e.g., fallen trees or debris on road, ice, snow, fog, downed power lines, broken water main, malfunctioning traffic signal, missing drain covers, large pot holes, etc.), officers shall perform traffic direction and control duties as needed. The primary objectives shall be to safeguard the public; facilitate movement of vehicular and pedestrian traffic, and upon request, to provide support assistance to utility vehicles, snow plows, etc. Officers will remain at the scene as needed to direct traffic and safeguard the public until relieved or until the situation has been rectified.

Officers will notify the dispatching officer of any problem that should be referred to a supervisor or to another agency such as the Fire Department or the Department of

Public Works. Notification will be made to agencies that will be affected by the road conditions or summonsed to correct the problem. **61.3.2 D**

B. Critical Incident 61.3.2 C

Officers directing traffic at the scene of a fire, accident, medical emergency or other critical incident shall be responsive to all responding agencies. They will:

- Ensure the scene is clear for emergency vehicles and restrict the entry of unauthorized vehicles or pedestrians;
- Assess the hazards and take action to minimize damage to property or life, to include directing traffic and/or evacuating the immediate area; and
- Provide perimeter services to allow unrestricted access to the scene by fire apparatus, ambulances and other emergency vehicles.

C. Traffic Collisions 61.3.2 A

Officers will ensure the safety of victims and responding personnel, and will:

- Use emergency lights and flashers to warn oncoming traffic;
- Position cruisers so they route traffic away from the accident;
- Park cruisers at a safe distance so if they are struck by another vehicle, they won't be pushed into the accident scene;
- Leave enough space for responding ambulances, fire apparatus, tow trucks and other cruisers and responding vehicles;
- Keep victims, witnesses and bystanders out of the roadway.

D. Temporary Traffic Control Devices 61.3.2 F

Officers may use high visibility cones, moveable barriers, portable signs and other apparatus to assist in the safe and efficient movement and control of traffic. This shall mainly be applicable for pre-planned event or road closures.

E. Manual Operation of Traffic Control Devices 61.3.2 E

On occasion, officers must manually operate traffic control signal lights, to direct traffic flow or place the signal light on flash or blink. Some intersections have manual control devices located in the service box. Officers can manually control traffic control devices in the following situations:

- To facilitate movement at the scene of a traffic accident or other emergency;
- To alleviate congestion during planned special events;
- To provide a thoroughfare for a motorcade, or funeral procession, and
- When a traffic light malfunctions.

F. Signaling Aids

Officers will utilize flashlights with a cone attachment while manually directing traffic during the hours of darkness or under conditions of limited visibility due to weather conditions.

The voice is seldom used in directing traffic. Arm gestures (and whistles when authorized) are usually sufficient.

G. Signals

Manual direction of traffic by officers will be handled in a manner that would enable drivers and pedestrians to recognize and respond to verbal and gestured motions. Uniform procedures (signals, gestures, etc.) should be employed to enhance driver and pedestrian recognition and response to direction. **61.3.2 B**

Clear and simple signals should be used to direct traffic. Officer should:

- Turn the signal light (if there is one) to blinking or flashing;
- Position themselves where they can be seen clearly by all, usually in the center of the intersection or street;
- Make eye contact with the operator of vehicles that are being signaled;
- Display hand signals above the body, allowing vehicles further back in traffic to react accordingly;
- Stand facing or with their back to traffic which has been stopped and with sides to traffic they have directed to move;
- At night and during times of diminished visibility, a flashlight and cone should be utilized to assist with traffic direction;
- Use standardized hand and audible signals to stop, start and turn traffic. **61.3.2 B**

To Stop Traffic:

The officer should extend the arm outward with the palm facing the car to be stopped.

To Start Traffic:

Start from the stop position, swing the lower arm upwards toward the direction in which traffic is to flow.

Right Turns:

Officer is to gesture to the driver by extending the arm toward the direction in which the turn is to be made.

Left Turns:

These turns are to be made only when there is a gap in the traffic or oncoming traffic is completely stopped. Point in the direction of the turn when such movement can be made safely.

H. Traffic Safety and Educational Material 61.4.4

The Family Services Unit Officers shall have traffic safety and educational material available for the public. Safety presentations are made available to members of the community (for example boys and girls scout organizations, schools and other similar organizations). Topics include:

- Seat belts- Click It or Ticket
- Move Over Law
- Pedestrian Safety
- Bicycle Safety

I. Roadside Safety Checks 61.1.6 D; 61.1.10

If our department participates in Roadside Safety Checks or Sobriety Checkpoints, they will be conducted in conformance with judicial guidelines (see Commonwealth vs. McGeoghegan) and must be approved in advance by the Deputy Chief or Supervising Lieutenant.

An operation plan will be prepared which will include:

- Date, Time and Duration
- Site selection and justification
- Set patterns of vehicles to be stopped
- Personnel, assignments and responsibilities
- Training for this particular type of check point
- Field sketch detailing the logistics and configuration
- Notifications to the media
- Equipment and material needed