

 ROCKFORD POLICE DEPARTMENT GENERAL ORDER - NUMBER 40.25 -		DISTRIBUTION SWORN PERSONNEL	PAGE 1 OF 6
ORDER TITLE TRAFFIC DIRECTION AND CONTROL	SERIES NO. 40	SERIES TITLE / SUBJECT LAW ENFORCEMENT OPERATIONS	
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EFFECTIVE / ORIGINAL ISSUE DATE November 7, 2006	REVISION / REISSUE DATE March 16, 2011	EXPIRATION DATE This order remains in effect until revised or rescinded	
CALEA (5th Edition Standards) 61.3.2 • 61.3.3			

POLICY

It is the policy of the Rockford Police Department that methods of traffic direction and control will ensure the safe, orderly, efficient and effective movement of vehicles and pedestrians.

PURPOSE

The purpose of this General Order is to establish policy and procedure for traffic direction and control by officers of the Rockford Police Department.

These guidelines are not meant to be all-inclusive, since each incident must be dealt with on an individual basis, but are intended as broad guidelines to assist the employees and supervisors involved.

This General Order is comprised of the following numbered sections.

- I. TRAFFIC DIRECTION AND CONTROL**
- II. DIRECTION AND CONTROL AT FIRE AND ACCIDENT SCENES**
- III. DIRECTION AND CONTROL DURING ADVERSE WEATHER/ROAD CONDITIONS**
- IV. TEMPORARY TRAFFIC CONTROL DEVICES**
- V. UNIFORM HAND SIGNALS FOR MANUAL TRAFFIC DIRECTION AND CONTROL**
- VI. MANUAL OPERATIONS OF TRAFFIC CONTROL DEVICES**
- VII. ESCORT SERVICES**
- VIII. ROADBLOCKS**
- IX. EFFECTIVE DATE**
- X. REVIEWS, REVISIONS AND CANCELLATIONS**

I. TRAFFIC DIRECTION AND CONTROL

- A.** The main objective of officer carrying out traffic control is to maintain and restore the safe and efficient movement of vehicular and pedestrian traffic. An officer is responsible for, but not limited to, the following:

- 1. Regulating the flow of traffic.

2. Controlling turning movements.
 3. Coordinating vehicle movements with the flow of traffic at adjacent intersections.
 4. Detouring traffic as necessary.
 5. Controlling pedestrian movements.
- B.** It is important for the efficient direction of traffic that the officer use uniform gestures and signals to enhance driver and pedestrian recognition and response to directions.
- C.** Officers carrying out manual traffic direction and control will ensure that their presence and purpose is well demonstrated to both drivers and pedestrians.
1. Officers should position themselves so they can be clearly seen, usually in the center of an intersection or street.
 2. A high visibility reflective vest will be worn provided that conditions make it practical to don them prior to initiating traffic direction and control.
 - a. All officers are issued high visibility reflective vests and hats that are to be worn when assigned to perform traffic direction and control duties. This applies to both regular duty assignments and hireback duty assignments.
 - b. Some emergency situations may require an officer to assume traffic direction and control duties without time to put on a reflective vest or donning their hat. When this occurs, the individual will make every effort to obtain a reflective vest and hat when the situation permits.
 3. A high visibility reflective vest will be worn during all traffic direction and control duties when the assigned officer has prior knowledge that their assignment entails such duty (e.g., hire-back, directed assignment, funeral escort).

II. DIRECTION AND CONTROL AT FIRE AND ACCIDENT SCENES

- A.** At the scene of a fire or accident, assigned officers shall assess the hazards present and will take immediate action to prevent further damage to property and/or life.
- B.** The primary task of officers assigned to traffic direction and control at these scenes will be to maintain access to and from the scene by fire and other emergency vehicles. They will also serve as crowd control to ensure protection of emergency response personnel and vehicles.
- C.** Officers assigned to traffic control at these scenes will also provide a system of alternative routes for other vehicles as necessary. Officers may use any of the following or a combination of to assist in protecting the accident scene:
1. Squad with emergency lights activated.
 2. Flares.
 3. Traffic Cones.

4. Barricades.
 5. Crime Scene Tape.
- D.** In cases of fires with suspicious origins, officers may be requested to protect the scene and evidence until released from the scene by arson investigators or a supervisor.

III. DIRECTION AND CONTROL DURING ADVERSE WEATHER/ROAD CONDITIONS

- A.** Adverse road and weather conditions may include, but are not limited to:
1. Accidental hazards, such as debris that has fallen on the roadway from another vehicle, downed power lines, etc.
 2. Acts of nature, such as rain, snow or ice on the roadway.
- B.** Upon discovering an adverse road or weather condition, officers will make notification to the 911 Communication Center for the purpose of having the appropriate agency or city department correct the condition.
- C.** Department personnel will provide traffic direction and control services and scene protection in the vicinity of adverse road and weather conditions when appropriate.

IV. TEMPORARY TRAFFIC CONTROL DEVICES

- A.** When necessary to close or restrict the flow of traffic, the following means of control may be used.
1. Barricades may be requested from Public Works.
 2. Flares may be used except where hazardous materials are involved.
 3. Traffic cones may be used for diverting traffic from one lane to the next and at times more appropriate than flares.
 4. On a temporary basis, a marked police vehicle with activated emergency lights may be used.
- B.** Temporary traffic control devices may be deployed in support of, and in some cases in place of, traffic direction and control, but only with the specific approval of a supervisor.
- C.** As soon as practical following termination of the need for the temporary traffic control device, a supervisor will authorize removal.

V. UNIFORM HAND SIGNALS FOR MANUAL TRAFFIC DIRECTION AND CONTROL

- A.** Officers assigned to direct traffic should use the following signals and gestures to manually stop traffic by hand.
1. To stop traffic, first extend the arm and index finger toward and look directly at the person to be stopped until that person is aware, or it can be

reasonably assumed that they are aware, of the officer's presence and gesture.

2. The pointing hand is then raised at the wrist so the palm is toward the person to be stopped, and the palm is held in this position until the person is observed to stop.
3. To stop traffic from both directions on a two-way street, the procedure is then repeated for traffic coming from the other direction while continuing to maintain the raised arm and palm toward the traffic previously stopped.

B. Officers assigned to direct traffic should use the following signals and gestures to manually start traffic by hand.

1. To start traffic, first stand with shoulder and side toward the traffic to be started, extend the arm and index finger forward, and look directly at the person to be started until that person is aware, or it can be reasonably assumed that they are aware, of the officer's presence and gesture.
2. With palm up, the pointing arm is swung from the elbow only, through a vertical semicircle until the hand is adjacent to the chin.
3. If necessary, this gesture is repeated until traffic begins to move.
4. To start traffic from both directions on a two-way street, the procedure is then repeated for traffic coming from the other direction.

C. Officers assigned to direct traffic should use the following signals and gestures to manually direct traffic to turn right by hand:

1. Drivers making right turns usually effect their turns without the necessity of being directed by the officer.
2. When directing a right turn becomes necessary, the officer will do the following.
 - a. If the driver is approaching from the officer's right side, the extended right arm, index finger, and gaze are first directed toward the driver, followed by swinging the extended arm and index finger in the direction of the driver's intended turn.
 - b. If the driver is approaching from the officer's left side, the same procedure may be followed utilizing the left arm extended.

D. Officer assigned to direct traffic should use the following signals and gestures to manually direct traffic to turn left by hand:

1. Left turning drivers should not be directed to effect their movement until the officer has stopped oncoming traffic.
2. The officer's right side and arm should be toward the oncoming traffic, and the left side and arm should be toward the left turning driver.
3. After stopping the oncoming traffic by using the extended right arm and hand, the right hand should remain in the halt gesture.
4. The extended left arm, index finger, and the officer's gaze are directed toward the driver who intends to effect a left turn.

5. When the left turning drivers attention has been gained, the extended left arm and index finger are swung to point in the direction the driver intends to go.

VI. MANUAL OPERATION OF TRAFFIC CONTROL SIGNALS

- A. Certain events or incidents can create traffic volume or flow requiring manual operation of traffic control signals. These events or incidents may include but are not limited to:
 1. Major special events.
 2. Man-made or natural disasters.
 3. Civil unrest or acts of terrorism.
- B. The Traffic Division Supervisor or any Command level personnel must approve manual operation of traffic control signals.
- C. Manual operation of traffic control signals can only be done on those signals designed to accept manual control.
- D. Only officers who have been trained by the Traffic Division Supervisor or their designee will manually operate a traffic control signal.

VII. ESCORT SERVICES

- A. Escorting other vehicles using flashing emergency lights and siren will be avoided unless emergency conditions absolutely make it necessary to guide them to their destination. In most cases of serious illness or injury, an ambulance will be called to the officer's location for transport of the victim.
- B. While the escort of other vehicles for medical emergencies is discouraged in the event there is no other means of transporting the patient to the hospital the following guidelines must be met:
 1. Officers shall use emergency lights and siren during the length of the escort.
 2. Officers shall take extra precautions at all intersections ensuring the cross traffic has come to a complete stop and is aware of the officer's presence.
 3. Officers shall not use excessive speeds during the length of the escort.
- A. All other escort services (funerals, VIP's, oversized vehicles, etc.) will be conducted only after prior authorization has been given by the Traffic Division Supervisor, Chief of Police or any Deputy Chief of Police.

VIII. ROADBLOCKS

- A. Roadblocks will only be used for the following:
 1. At traffic crash scenes using all emergency lights on the vehicle and placed in such a manner as to be noticed by other traffic.
 2. During natural disasters or fires where Department vehicles may be used temporarily for roadblocks using all emergency lights on the vehicle until more permanent warning devices and/or barricades are put in place.
 3. Pre-approved parade routes or special events.

- B. Roadblocks used as a means of forcibly stopping a vehicle during a pursuit must meet all criteria set forth in General Order **40.07 – Vehicle Pursuits**.

IX. EFFECTIVE DATE

- A. The Department's policy on Traffic Direction and Control became effective on November 7, 2006.

XI. REVIEWS, REVISIONS AND CANCELLATIONS

- A. This General Order will be reviewed each **March** by the **Supervisor of the Traffic Division** and, when necessary, revised or cancelled in accordance with the procedures for reviewing written directives established in General Order **10.01 – Written Directives**.
- B. This order is a revision of and supercedes General Order **40.25 – Traffic Direction and Control** issued November 7, 2006.
- C. Any employee with suggestions for revisions and/or improvements to this order are encouraged to submit their ideas to the **Deputy Chief of the Support Services Bureau**.

BY ORDER OF

Chet Epperson
Chief of Police