

TRAFFIC	Chapter No. 61
Effective Date: 8/28/2018	Reference: PMC 10.52.035 Motor Stop Procedures DUI Arrest Procedures Towing Vehicle Procedure

61.1.1 SELECTIVE ENFORCEMENT ACTIVITIES AND TRAFFIC ANALYSIS

Directed traffic enforcement is an activity assigned to the Traffic Unit and the Patrol Section. The goal of directed traffic enforcement is to reduce traffic collisions and traffic violations that contribute to collisions.

Selective enforcement techniques and procedures will be undertaken in those areas where compilation and review indicates that special attention is needed. Patterns of causes and/or sudden increases in the number and severity of collisions or violations are reasons for selected enforcement techniques and procedures at a given location.

Compilation & Review

A representative from the City Traffic Engineering Department and Traffic Unit will meet on a regular basis to analyze and discuss traffic complaints, collision data, enforcement statics, and evaluate needs.

On an annual basis the Traffic Unit will provide traffic collision data and selective traffic enforcement activities data to the Field Operations Captain for a documented review. This information will be reviewed to perform the following:

1. Compile and review traffic collision data
2. Compile and review traffic enforcement activities
3. Compare collision data and enforcement activities data
4. Analyze selective traffic enforcement activities

Based on the criteria listed above, the Field Operations Captain may assign officers to enforcement emphasis at specific locations/complaints.

61.1.2 UNIFORM ENFORCEMENT PROCEDURES

The enforcement of all traffic laws and regulations is the responsibility of all uniform personnel. Traffic Unit officers will supplement the efforts of the Patrol Division by providing specialized traffic functions; such as injury collision investigations, traffic control, SMD training and enforcement, and other assigned traffic related functions as determined by the needs of the department.

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Uniform enforcement of traffic laws and regulations supports the goals of voluntary compliance with the law by the motoring and non-motoring public. Traffic law enforcement actions consist of:

- Verbal Warning
- Written Warning
- Issuing a Notice Of Infraction or Criminal Citation
- Physical Arrest
- Combination of the above

Officers have the ability and discretion to provide verbal or written warnings. These can be utilized as an enforcement option in response to minor traffic infractions.

61.1.3 VIOLATOR PROCEDURES

Enforcement of certain situations may be governed by legislative mandate requiring a response of a different nature than would be required under normal circumstances. Such situations include:

Non-Residents & Military Personnel

Officers observing traffic violations committed by non-residents and military personnel will handle offenses in the same manner as resident adult traffic offenses.

Juveniles

- Juveniles over 16: Traffic violations committed by juveniles aged 16 and older is treated in the same manner as adult traffic offenses.
- Juvenile Offenders 15 Years and Younger:
 - A. Juvenile Court has jurisdiction for traffic infractions and offenses committed by persons age 15 and under. Officers do not issue a citation in these cases, but do complete a juvenile referral packet listing the driving offense.
 - B. Juvenile Traffic Felonies: Felony offenses are handled as a felony investigation and referred to the Juvenile Division of Franklin County Superior Court.
- If a juvenile is taken into custody, officer will make reasonable attempts to notify parent or guardian. If this is not possible, notify the on-duty watch commander.

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Legislators

State and federal legislators are exempt from detention when traveling to their respective sessions (Washington State Constitution Article II Section 1b, and U. S. Constitution Article 1 Section 6).

Diplomatic Immunity

Diplomatic immunity applies to accredited diplomatic officers, their families, and servants. These persons are immune from criminal and civil sanctions. Do not detain them any longer than the time necessary to confirm their status (22 USC 252). If an officer encounters a subject claiming diplomatic immunity, immediately request the subject's Department of State Identity Document. Official identity cards contain the bearer's photograph and complete personal information. A brief statement of the bearer's immunity is printed on the reverse side. In addition to this, the officer will telephone the Department of State to verify the subject's diplomatic status.

Credentials issued from the State Department can identify career consular officials. The State Department credentials bear its seal, the name of the officer, title, and the signatures of the State Department officials.

Honorary consular officials do not receive identification cards from the State Department but may show reduced sized copies of the diplomatic note as proof from the United States government. These individuals are not immune from arrest or detention. Family members of a consular officer cannot claim immunity.

In the event that you need assistance with a diplomat, procedure, or authenticity, call the United States Department of State Diplomatic Security Services local office at (206) 220-7721. This is a 24-hour resource.

61.1.4 INFORMING THE VIOLATOR

The Pasco Police Department uses Sector for all infraction and criminal citations. Misdemeanor criminal citations and Notices of Infraction (NOI) will be issued directly to the violator or through the mail as the result of an investigation. Sector-generated forms printed in the car are the standard for use. Hard-copy forms will be used only if Sector-generated forms are not available.

When contacting a violator an Officer will explain the reason for the stop and request driver's license, registration and proof of insurance only. If the person is displaying signs of emotional distress arising from the contact, Officers will make an attempt to calm the person. Officers issuing criminal citations and/or NOIs directly to violators will explain the instructions for response, timelines, and/or the court date for appearance.

61.1.5 UNIFORM ENFORCEMENT POLICIES

The manner in which traffic violations are enforced is normally left up to the police officer observing the violation(s). However, in an effort to achieve consistency, fairness, and voluntary compliance with the traffic laws and regulations, the following guidelines have been adopted.

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A. Driving Under the Influence of Alcohol/Drugs

Violations involving driving while under the influence of alcohol and/or drugs will be actively enforced. Violators will normally be arrested based on the officer's observations of the vehicle's operation on the roadways and/or involvement in a collision, field sobriety tests, blood alcohol tests, and any other factors relating to the elements of this violation. Violators will be advised of the Implied Consent Law as required by RCW 46.20.308.

B. Suspended or Revoked Driver's License

When a police officer becomes aware of a driver operating a motor vehicle on a public highway/roadway with a suspended or revoked driver's license status the officer should issue the appropriate criminal citation.

C. Speed Violations

Speeding violations can be determined by use of a speed-measuring device, pacing, or by trained visual observation. Speed measuring devices shall only be used by police officers that have received training in the operation of the device they intend to use.

D. Hazardous Violations

Hazardous violations that are not misdemeanors may be enforced by verbal warnings or by the issuance of a notice of infraction.

E. Off-road Vehicle Violations

The laws governing the licensing, registration, and operation of off-road vehicles are primarily contained in Title 46.09 of the RCW. Violations may be enforced by verbal warning, notice of infraction, or criminal citations depending on the actual violation.

F. Equipment Violations

When a vehicle is found to be in violation of several equipment requirements officers should use discretion in the issuance of citations.

G. Commercial Carriers

Commercial carriers must comply with additional safety laws contained in the Title 46 of the RCW. In general, violations by commercial carriers will be enforced in the same manner as the general motor vehicle enforcement.

H. Non-Hazardous Violations

Minor traffic infractions may be resolved by a verbal warning. Subsequent violations may warrant the issuance of an NOI.

I. Multiple Violations

When using the Sector citation system, Officers need only add violations/charges, and the system will complete the proper Infraction or Criminal charge citation.

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Pasco Police Department shall not use paper infraction or criminal charging documents unless the Sector citation system is non-functional. The on-duty watch commander will have a book of criminal citations if needed for these circumstances. In this case, no more than two violations will be charged on any one criminal citation.

J. Newly Enacted Laws

Police officers should make an effort to issue warnings for a period of 30-days after a new traffic law becomes effective in order to assist in educating the community and to develop a greater public awareness regarding the new law.

K. Traffic Collisions

In all cases where the investigating police officer has reason to believe that a violation or violations of the law have caused or contributed to the traffic collision, appropriate enforcement actions should be taken.

Officers may elect to not issue citations or infraction notices at the collision scene. Officers can later complete the appropriate citation or NOI, mark, and in the service section of Sector mark "Court Mail to Violator".

In their Sector Collision report, Officers will list all witnesses and occupants of vehicles in the appropriate section, to insure they are subpoenaed to court. Per Washington State Patrol (WSP), paper collision reports are no longer accepted and reports shall be completed and issued through Sector.

If collision occurred on private property officers can facilitate an exchange of information and forward the involved parties to the WSP website to file a collision report.

L. Pedestrian/Bicycle Enforcement

Enforcement action involving violations by pedestrians and bicyclists should receive enforcement emphasis equal to that of regular motor vehicle traffic enforcement.

61.1.6 ENFORCEMENT PRACTICES

The ultimate goal of traffic enforcement is to achieve voluntary compliance with traffic laws. To achieve this, uniform enforcement of traffic violations is essential and helps provide a safe environment for motorists, bicyclists, and pedestrians. Good judgment by police officers helps ensure appropriate action, and gains the public confidence in traffic enforcement.

Officers will not initiate traffic stops for the sole purpose of conducting roadside safety checks.

A. Visible Traffic Patrol

Traffic officers will emphasize enforcement of collision-causing violations during high collision hours and locations. Directed enforcement action by the Field Operations Division will be taken when appropriate. All uniformed police officers should practice random enforcement action against violators as a matter of routine. All police officers must strive to maintain high visibility while working general enforcement and at high accident locations.

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Speed/Message Board (PCMS) Trailer: This program can be used as a tool to increase speed awareness in the community and increase the visibility of the Pasco Police Department in specific areas experiencing speed-related violations, and verify the severity of actual violations.

Traffic Unit or Patrol Officers will work with the City's Engineering Division to identify locations where speed-related traffic complaints have arisen. The Engineering Division may place measuring devices in these areas to gain information on speed compliance and traffic volumes to assist the Police Department in allocating resources.

B. Stationary Observation

In those areas where fixed-post observation is necessary to maximize the effectiveness of a selective enforcement effort, officers will park in such a manner that traffic flow is not impeded.

Covert: Traffic enforcement conducted while in an unmarked vehicle or in plainclothes will require the approval of a supervisor.

Overt: Officers in uniform or marked vehicles conducting traffic enforcement will not completely conceal their location.

C. Use of Unmarked Vehicles

Police officers shall utilize either marked or unmarked patrol cars when working routine traffic enforcement. Enforcement vehicles shall be equipped with emergency lights and siren.

D. Roadside Safety Checks

The Traffic Unit may conduct commercial vehicle roadside safety checks in accordance with Title 46 of the RCW and in conjunction with the Washington State Patrol. Any use of roadside safety checks will be pre-planned. The safety check area will be well marked and will not impact the normal flow of vehicular traffic.

In accordance with Washington State Law officers will not initiate traffic stops for the sole purpose of conducting roadside safety checks on non-commercial motor vehicles.

61.1.7 TRAFFIC STOPS

Officers shall notify dispatch when stopping a motor vehicle. The notification includes the call sign of the officer, license plate number of the vehicle, the location of the stop; as well as details which the officer deems important, (i.e. make/color of the vehicle, number of occupants). Officers will not conduct traffic stops on their MDC as per communications policy.

Employees of the Pasco Police Department will not discriminate against or participate in any form of discrimination of individuals. Traffic stops will be based on traffic violations, probable cause, or criminal investigations, and shall not be made based upon on a person's; race, religion, gender, age, sexual orientation, or national origin.

In order to provide for the safety of police officers and citizens, Pasco Police Department police officers shall adhere to the Motorist Stop Procedures.

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61.1.8 USE AND CARE OF SPEED MEASURING DEVICES

The Pasco Police Department uses certified Lidar and Radar units as the primary method of measuring motor vehicle speeds.

A. Equipment Specifications

All SMD units utilized by the Department shall meet or exceed the specifications of the National Highway Traffic Safety Administration (NHTSA) and the International Association of Chiefs of Police (IACP).

B. Operational Practices

Only police officers that have received training on a specific SMD may use that device for speed enforcement purposes. Police Officers in the State of Washington are not required to be certified in the use of Lidar/Radar devices.

C. Care and Upkeep

Officers using Lidar/Radar units are accountable for the proper care and condition of that unit.

Radar – Officers shall check radar verification before and after their shift, using the tuning forks assigned to that unit. If the unit malfunctions for any reason, or will not verify both internally and externally, the officer will immediately remove it from service by placing a note on the unit itself stating that is OUT OF SERVICE.

Lidar – Officers shall check that the Lidar unit verifies and is in proper working condition prior to using the device. The Officer will subject the unit to the following tests; an internal self-test which includes a lamp test when the unit is turned on, and an external test measuring 50 and 75 feet respectively (tolerance being +/- 6 inches/0.5 feet), as well as a reticle alignment test.

Out of Service – If a unit fails to verify or produces a result not consistent with the above requirements, the officer will notify the on-duty watch commander of the defective unit along with a note/e-mail explaining the problem. If the unit is a radar unit they will place a note on the unit itself in the vehicle noting that it is out of service, and if a Lidar unit, will provide the unit to their watch commander. A Radar/Lidar instructor will then inspect the unit and if the problem cannot be resolved will forward the unit for repair. If the unit is a Radar unit only a Radar/Lidar instructor will dismantle and remove the unit to account for all pieces of hardware.

D. Maintenance and Calibration

A Lidar/Radar Instructor or supervisor delivers the unit(s) to a certified repair technician, and verifies the unit is repaired and certified before returning it to service. The radar instructor ensures that a certified technician calibrates each Lidar/Radar unit and the assigned tuning forks semi-annually.

On a bi-annual basis all traffic SMD will be certified for accuracy by an authorized independent testing facility. The traffic unit/radar instructor is responsible to maintain the calibration and certification records, which are stored within the Records division. The radar instructor is responsible for forwarding a scanned copy of these records to the City Attorney's Office.

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E. Operator Training

This department provides periodic training by a certified Radar-Laser instructor but does not certify officers. In addition, Patrol Training Officers (PTO) provides training to new officers in the use of Lidar/Radar devices.

61.1.9 DUI EMPHASIS PROGRAM

The goal of the DUI emphasis program is the detection and apprehension of the impaired driver, and the reduction in collisions and violations involving the impaired driver. Education is another element of the department's DUI countermeasure program. The Traffic Unit is designated as having the primary responsibility for alcohol, narcotic, impairment, and safety awareness programs for schools and other civic organizations.

61.1.10 DUI PROCEDURES

Officers will follow the DUI Arrest Procedures.

Drivers impaired by alcohol and/or drugs represent a serious threat to the lives and safety of person(s) using the streets of this City. Investigations concerning driving while under the influence of alcohol and/or drug(s) (DUI) and Physical Control are conducted in the same manner as all other criminal investigations.

Officers shall follow the training and guidelines established by the Washington State Patrol (WSP), and the National Highway Traffic Safety Administration (NHTSA). Training in Standardized Field Sobriety Testing (SFST) and operation of breath test instruments is established by the Washington State Patrol Impaired Driving section. SFST refresher and breath test instrument certification/re-certification shall be instructed by those certified by the WSP Breath Test Section.

Refusal to Consent to Breath Test

Should the subject, after being informed of their implied consent rights, refuses to submit to a breath test, the officer shall make note of the refusal in their report, and process a refusal on the breath test instrument. In the event of a breath test refusal, officers should apply for a DUI blood draw search warrant.

When the driver of a vehicle is arrested for DUI [RCW 46.61.502](#) or Physical Control [RCW 46.61.504](#), that vehicle is subject to a mandatory impound for 12 hours, in accordance with [RCW 46.55.360\(1\)](#) unless that vehicle is a commercial vehicle or farm transport vehicle. If the vehicle is a commercial vehicle or farm transport vehicle, officers shall attempt in a reasonable and timely manner, to contact the owner of the vehicle and may release the vehicle to the owner, if the owner is reasonably available, as long as the owner was not in the vehicle at the time of the stop and arrest. This is in accordance with [RCW 46.55.360\(3\(c\)\)](#)

Drug Evaluation and Classification Program (DECP)

The Washington State Patrol coordinates the DECP, including the Drug Recognition Expert (DRE) program in the State of Washington. A DRE may be requested for assistance in the following situations:

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1. A suspect has a low BAC level (under .08) that is inconsistent with their field sobriety results.
2. A suspect has admitted to using medication and/or drugs in the past two hours.
3. A suspect is obviously drug-impaired (cannot perform field sobriety tests to the satisfaction of the arresting officer).
4. A collision in which the driver has no signs of alcohol-impairment but has some observable signs of intoxication by drugs.
5. A traffic stop involving a drug arrest where there is evidence the driver may be under the influence of drugs.
6. There is an odor of controlled substance on the suspect or in the vehicle.
7. In any felonious or fatal collision, a DRE may be directed to respond to the scene and evaluate the surviving driver(s).
8. In any department involved collision where there is reasonable suspicion that drug impairment could be a factor.

The Washington State Patrol is responsible for maintaining a current list of certified and available DREs. Officers needing the assistance of a DRE shall contact an on-duty DRE, and if none is available contact WSP communications, who will facilitate the response.

61.1.11 LICENSE RE-EXAMINATION REFERRALS

Upon suspecting a violator/licensed driver suffers from incompetence, physical or mental disability, disease, or other condition that might prevent a person from exercising reasonable or normal care in the operation of a motor vehicle, police officers shall complete the Department of Licensing provided form requesting a re-examination. This form is available on the Washington State Department of License website and available on SECTOR. Officers will forward the completed forms to the Department of Licensing via department e-mail.

61.1.12 PARKING ENFORCEMENT

The Field Operations Division conducts parking enforcement. Parking enforcement duties include the identification, documentation, and possible citation of parking violations according to Pasco Municipal Code (PMC), Revised Code of Washington (RCW), and the Washington Administrative Code (WAC). Enforcement is accomplished through the use of warning notices and citations, as well as public information. The impoundment of abandoned vehicles within the City will be in accordance with PMC 10.52.035.

As per [RCW 46.55.113.2\(i\)](#) Police Officers may immediately tow a vehicle, when it is parked on a public roadway with expired registration more than 45 days. When feasible, prior to towing a vehicle, officers may place a red 72-hour 'Police Tow' tag on the vehicle, to allow the owner to bring the vehicle into compliance prior to removal.

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Towing for parking enforcement shall be conducted during regular business hours, Monday-Friday 8AM-5PM.

61.2.1 TRAFFIC COLLISION INVESTIGATION

The Field Operations Division is responsible for traffic collision investigation and reporting. Any collision that results in injury or collisions that occur on the public roadway and result in damage to any vehicle which exceeds the damage threshold set by the State of Washington as specified under [WAC 446-85-010](#) will be investigated.

Private property, non-injury collisions are not investigated. Officers can assist in facilitating the exchange of information between the drivers and can direct involved parties to the WSP private party collision reporting section of their website.

The on-duty watch commander immediately notifies the Field Operations Captain in the event of the following:

- Serious Injury
- Fatality Collision
- Vehicular Assault
- Vehicular Homicide

If available, or on the call out determination of the on-duty watch commander, Traffic Unit officers may be notified and requested to respond to collisions involving fatalities and serious injuries, and respond for complete follow-up and investigation. Normally, trained collision investigators, respond to the scene to investigate collisions of this nature. The on-duty watch commander will make arrangements for any additional investigation equipment or resources.

61.2.2 RESPONDING TO A COLLISION SCENE

Pasco police officers respond to all reported traffic collisions. Officers respond in accordance with Policy 41.2.1 Response to Calls.

The responding officer's first concern at any collision scene is to ensure the safety of those involved in the collision and themselves. Officers shall then check for injuries and provide first aid if needed. Dispatch should be advised of patient information to pass on to responding EMS/Fire units.

After tending to injuries, the primary officer, or additional officers arriving on scene, should protect the involved parties and collision scene by the use of vehicles and any traffic control equipment (i.e. cones, and/or flares).

Officers then should determine if the roadway can be cleared. If the vehicles can be moved, and moving them will not jeopardize the investigation, the roadway should be cleared as soon as possible to facilitate the safe flow of traffic. Prior to moving vehicles, the investigation officer should check the scene for any short-lived evidence, which should be collected prior to clearing

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the roadway. If needed, Officers should utilize spray paint or chalk to mark the location of each vehicles tire and which vehicle they belong to (i.e. V1).

Traffic Officers, when available, will investigate collisions involving hazardous material spills, and collisions involving commercial vehicles. If known, dispatch will advise responding officers that the collision involves hazardous material. Dispatch will also notify the on duty watch commander, and the appropriate fire agency.

Responding officers should approach the scene from an upwind direction. When arriving at the scene, the situation will be assessed, and the following action taken:

1. Isolate the hazard area and evacuate non-essential personnel.
2. Provide first aid until relieved by medical personnel.
3. Coordinate traffic control/re-routing and crowd control, requesting additional Officers and Public Works personnel as needed. As large an area as possible should be isolated until the hazard danger is known.
4. The investigating Officer should attempt to identify the hazard material by questioning the driver, checking the bill of lading, checking placard identification on subject vehicle, or placard material/identification on the subject material. **Do not enter the evacuated area** to obtain the information. If the area has to be entered, wait for properly trained and equipped personnel to respond.
5. Officers at the scene will relay all known information to Dispatch. They in turn, will disseminate all known information to other responding Police Officers, Fire Department, Environmental Protecting Agency, and any other designated special services and/or personnel as needed.

Once the hazard is eliminated, the investigating Officer will continue the investigation of the collision.

Collision Involving City/Police Vehicles

The basic requirements regardless of amount of damage and/or injury are:

1. Advise dispatch of the collision
2. Render necessary aid
3. Notify the on-duty watch commander
 - If a Supervisor is involved, notify the appropriate Division Captain
4. Refrain from discussing the questions of collision contributing factors with the driver and other witnesses.
5. Do not move the vehicles from the collision scene until the arrival of the investigating Officer, except under unusual or emergency conditions

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6. Officers will facilitate an exchange of information as required by law
7. After the investigation is complete, remove any road hazards causing and/or resulting from the collision.

The Officer/designated to investigate any collision involving a Department vehicle shall complete a State Accident Report, regardless of the amount of damage, and in **all** cases involving injury or complaint involving possible injury.

The Officer involved will forward a detailed memorandum to the Chief of Police or designee through the chain of command.

If an Officer is injured in any manner, a Washington State Department of Labor and Industries report will be completed. In the event of a serious or fatal injury the Patrol Supervisor in addition to all other requirements will notify the Field Operations Captain or their designee.

Collisions Outside Pasco City Limits

Involved officer will immediately notify the police agency having jurisdiction and request an investigation. The involved Officer will follow the appropriate requirements, as stated above. The on-duty watch commander will follow-up to ensure completion of all other requirements and procedure.

61.3.1 TRAFFIC ENGINEERING

Traffic safety on City of Pasco streets is important to the police department. The department works with the Public Works Department and Engineering Division to ensure a safe and effective traffic system.

Complaints or Suggestions

Complaints or suggestions regarding traffic conditions may be received by either Department. If road hazard complaints are received through Dispatch an officer should respond to investigate. If needed, officers can request through a data channel that a notification be forwarded to the appropriate department to handle the complaint/hazard. If an immediate response is needed the shift supervisor is notified and makes a determination on call-outs.

Traffic Data

Information is compiled from collisions which occur within the City limits and forwarded to the Engineering Division of the Public Works Department who conduct traffic studies on specific problems identified by the Police Department. Traffic Engineers and Traffic Unit meet regularly to analyze data and formulate solutions to issues.

Local/Regional Planning

The Chief of Police, or their designee, will work in conjunction with the Traffic Engineer and the City Engineer to assist in planning and coordinating the management of transportation systems, as appropriate. Traffic Engineering will participate in regional planning and coordination of transportation systems, as appropriate using input from the department and City Engineer.

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61.3.2 TRAFFIC DIRECTION AND CONTROL PROCEDURES

The Pasco Police Department provides traffic control assistance when needed in the following (but not limited to), situations:

Traffic Collisions

When arriving at traffic collision scenes, officers assess the need for traffic controls and position their patrol vehicles; utilizing their emergency lights to maximum effectiveness for the protection of collision victims, the scene itself, and other motorists.

Adverse Weather Conditions

Police personnel will monitor the status of roadways during adverse weather conditions such as standing water, ice and snow related hazards and wires down across roadways. If an officer discovers a roadway condition which creates an extreme hazard they should perform any necessary traffic control and directions and report the problem immediately. The on-duty watch commander may make arrangements for additional resources to respond if necessary.

Manual Traffic Direction and Control

Officers engaged in manual traffic direction and control, must ensure that their presence and purpose are well demonstrated to drivers and pedestrians. Officers manually directing traffic are required to wear the reflectorized vest assigned to them. In the event of signal malfunction, officers notify dispatch for assistance.

The Police Department does not manually control traffic signals. Should a traffic signal require manual control the officer will notify Dispatch. Dispatch will contact the Public Works Department who has the ability to manually control signals.

Temporary Traffic Control

Should the incident require extended manual control, the Public Works Department, at the request of the on-duty watch commander, provides barricades, cones, and temporary signs as needed.

Fire/Medical scenes

If requested by the fire department, officers provide traffic control at fire/medical scenes. The locations for traffic direction and control are established to prevent vehicle and pedestrian traffic from interfering with emergency services.

Clothing & Use of Vehicle

Officers engaged in traffic control/direction shall wear a department issued traffic safety vest which shall comply with State and ANSI requirements. Officers should also utilize their emergency lights, and may also use flares, traffic cones, and barricades as needed for safety and alerting the motoring public. For circumstances requiring an extended closure or traffic control, the Public Work Department may be called by the on-duty watch commander for additional assistance.

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61.3.3 LAW ENFORCEMENT ESCORTS

The Pasco Police Department recognizes there are legitimate requests for police escort and private escort services to ensure the safe, orderly and efficient movement of certain types of vehicles, passengers, or cargo. The department honors such requests to the extent practical and consistent with the need to ensure the action of escorting or relaying itself does not create an unacceptable risk to the public.

Requests

- Legitimate requests for scheduled police escort services include, but are not limited to those associated with motorcades, movement of public officials or dignitaries, transportation of special or unusual cargo, or oversized vehicles. Requests of this nature will be reviewed by the shift supervisor and approved by the Field Operations Captain.
- All routine requests for escort services are subject to approval by the Field Operations Captain and/or an on-duty supervisor.
- Requests of a non-routine nature are subject to approval by the Chief of Police.

Escorts

- **Emergency:** Police personnel do not initiate emergency escorts without first obtaining specific approval from the on-duty supervisor.
- **Non-emergency:** Are not conducted without the permission of the on-duty supervisor; however, the need may be present for police officers to manually control traffic at certain intersections in order to ensure the safe movement of funeral processions.
- **Medical Emergency:** Pasco police officers will not provide escort for any civilian vehicles for any medical or other emergency. In extraordinary circumstances, and with prior approval of the shift supervisor, an emergency medical transport may be provided to the nearest medical facility. The officer makes the emergency run on an "urgent" call response procedure, and maintains contact with dispatch.
- **Other Medical:** Blood runs, or other necessary medical assistance 'runs,' are made in fully marked police vehicles to the appropriate facility as requested by medical personnel, and also are handled as an "urgent" call response.

Escort Planning & Supervision

- Whenever scheduled police escort services are approved. The trip route is established in advance, maximum speed limit is established for each segment along the route, and traffic control points are identified and established so as to ensure safe and efficient passage along the route.
- Overall coordination for local and inter-jurisdictional police services are assigned to a specific supervisor in accordance with the complexity of the escort service

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being provided. The controlling supervisor/ is responsible for evaluating the escort and making any necessary adjustments to the initial plan based on conditions or circumstances present at the time of the escort.

- The controlling supervisor has the authority to terminate any police service escort if, in their opinion, conditions are such that continuing the escort causes an unacceptable risk to the public.
- Appropriate supervisory or command personnel specify the use of police emergency equipment during the escort in advance.

61.3.4 ADULT SCHOOL CROSSING GUARDS

The Pasco School District utilizes Adult School Crossing Guards and maintains sole supervisory control over them.

The Traffic Unit makes Traffic Safety Training available to School Crossing Guards and/or Safety patrol members upon request.

61.4.1 ASSISTANCE TO MOTORISTS

Officers of the Pasco Police Department assist motorists in need to include the following:

A. General Assistance

Officers stop and render aid to motorists whenever possible. Should an officer be unable to stop to assist a stranded motorist, the officer notifies dispatch. Dispatch sends another car to check on the stranded motorist. If the motorist is outside the City limits, the dispatcher notifies the appropriate agency.

When stalled vehicles create a traffic hazard, officers stop and provide traffic control until the hazard is alleviated. Officers can provide their department issued cellular phone for the party to contact roadside assistance if needed.

Officers provide information and directions upon request, as well as provide assistance to coordinate rides or telephone calls for disabled motorists. When reasonable, officers are encouraged to assist disabled motorists in changing tires, obtaining fuel, or making minor repairs of which they are knowledgeable.

When transporting citizens, officers notify dispatch of the points of origin and destination. Mileage can be recorded on the unit history via MDC or via notification to dispatch. If traveling outside the City, the shift supervisor is notified. Mileage is recorded if the passenger is of the opposite sex.

B. Vehicle Towing

Officers request tow trucks for stranded motorists upon request. Should motorists have a preference of towing companies, the preferred company is called. If the motorist has no preference, or the preferred company is not a reasonable option, a standard rotation tow is called. The rotational tow list is handled and maintained by the Franklin County Sheriff's Office. Inspections and qualifications are the responsibility of the Washington State Patrol.

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C. Protection of Stranded Persons

Officers are responsible to assist stranded persons in need of road services and communications to obtain necessary services.

When motorists are stranded in hazardous locations, officers should transport them to a safe location, or remain on site until help arrives.

If the officer must leave a stranded person after arranging for assistance, the officer should check back after a reasonable amount of time to be certain that assistance did arrive.

D. Emergency Medical/Fire Assistance

The first officer responding to a medical emergency scene notifies Dispatch of patient information. The officer provides necessary first aid until medical/fire units have arrived. If an officer arrives at a fire scene prior to fire units, they should advise Dispatch of any visible smoke/flames. Patrol cars are equipped with a fire extinguisher which can be used by officers to put out small fires.

61.4.2 HAZARDS IN THE ROADWAY

Roadway hazards, roadway defects, debris in roadway, defective lighting equipment, abandoned vehicles, and damaged or missing street signs can all become conditions that lead to collisions or vehicle damage.

If an officer observes roadway or roadside hazards they will contact Dispatch and advise them of the situation. Officers observing debris in the roadway should attempt to clear it to the shoulder. If the debris is blocking and creating a hazard, Officers may request through the Data channel to notify the Public Works Department to be called out immediately, with the approval of the shift supervisor.

61.4.3 TOWING VEHICLES

Refer to Towing Vehicle Procedure.