

DEER PARK POLICE DEPARTMENT POLICIES and PROCEDURES

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TRAFFIC

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61.1.0 Policy.

It is the policy of the Deer Park Police Department to have processes and procedures in place that enable the Department to execute its traffic related responsibilities and services. To accomplish this, the Department's activities will be specifically directed toward reducing violations through preventive patrol and active enforcement.

61.1.1 Selective traffic enforcement. The Neighborhood Services Bureau will have the responsibility for the Department's selective traffic enforcement. The Departments' selective traffic enforcement activities include:

A. Compilation and review of traffic collision data. The data to be considered when reviewing traffic accidents will come from records maintained from the records section and compiled by the Crime Analyst Unit. The review will consider the following factors:

1. Kinds of vehicle involved;
2. Volume of traffic;
3. Weather conditions;
4. Types of violations;
5. Time of day;
6. Day of week;
7. Location of accidents;
8. Types of collisions; and
9. Nature of injuries.

B. Compilation and review of traffic enforcement activities. The data to be considered when reviewing traffic enforcement activities will come from computerized records and compiled by the Traffic Enforcement Sergeant. The review will be based on the following factors:

1. Enforcement activity records;
2. Collision data;
3. Time of day;
4. Day of week;
5. Traffic volume; and
6. Traffic conditions.
7. Enforcement Locations

C. Comparison of collision data and enforcement activities data.

1. The Crime Analyst is responsible for the traffic review for the Community Services Division. A monthly report will be provided to the Traffic Unit

Sergeant and the Patrol Shift Sergeants.

2. The monthly reports will be compared to the previous months report and used to determine proper enforcement action, techniques and procedures to be taken to reduce traffic accidents and traffic related calls for service.

D. Implementation of selective enforcement techniques and procedures.

1. Administrative responsibilities - Implementation of selective enforcement techniques and procedures is the responsibility of the Traffic Unit and the Community Services Division Shift Sergeants. The Traffic Unit is designated within the Community Services Division under the direct supervision of the Traffic Unit Sergeant. Selective enforcement action will be undertaken in those areas where review of traffic crashes and violations indicates, or is based upon complaints or requests from citizens. Patterns of cause and/or sudden increases in the number and severity of crashes or violations are reason for extra enforcement activity at a given location.
2. Officer responsibilities.
 - a. Members of the Traffic Unit are tasked with reducing the number of traffic-related calls for service as well as reducing the number of accidents within the city. To accomplish this goal, the Traffic Unit has the primary responsibility of traffic problem identification and traffic enforcement, including the issuance of traffic citations.
 - b. Since there is a close interrelationship between traffic enforcement and all other law enforcement activities, the responsibility for enforcing traffic laws and regulations must be shared by all uniformed personnel. Traffic law enforcement is a supplement to regular patrol duty.
 - c. Officers should be particularly alert for hazardous violations. The emphasis should be on high volume roadways, high crash intersections and locations within the officer's geographical responsibility.
 - d. Officers shall take appropriate enforcement action whenever an enforceable violation is detected. This shall include provable violations determined as the result of crash investigations.
 - e. Officers are encouraged to employ tolerance when:
 1. There is a reasonable possibility of human error in judgment of the officer or the citizen.
 2. There is a reasonable possibility of malfunction of the mechanical equipment with no knowledge or intent of the driver.
 3. The content of the particular law that has been violated is not common knowledge.
 - f. These tolerances shall be uniformly applied for the purpose of affording just treatment to the public.

E. Deployment of traffic enforcement personnel.

1. The deployment of personnel shall be determined by a review of available crash data and traffic related calls for service.
 2. Shift supervisors and the Traffic Unit Sergeant will be responsible for deployment of enforcement units and equipment.
 3. The purpose of the assignment is to take enforcement action against those violations determined to cause accidents.
- F. The Community Services Lieutenant will evaluate the selective traffic enforcement annually. A report will be submitted through the chain of command to the Chief of Police, summarizing the evaluation.
- G. The Traffic Division Sergeant is responsible for the duties of the STEP Supervisor. This position will manage and monitor the Selective Traffic Enforcement Program (STEP) program. This position is also responsible for the submission of any necessary reports to TXDOT, the Community Services Lieutenant and the Grant Administrator for review and submission as required
1. Employees will be paid overtime in accordance with Deer Park Police Department General Orders 22.1.1 and applicable city policies. Employees **may not** elect compensatory time in lieu of overtime pay for enforcement activities. If any employee working STEP is directed to perform duties outside of STEP, the *STEP Speed Enforcement Program / Daily Report – Time Report Form*, PD – 192 will reflect the time of the change of activity and an *Attendance Worksheet*, PD – 40 will be utilized to report the time accrued performing the duties to which the employee was reassigned.
 2. The STEP supervisor will review performance standards that will be documented on a daily basis by the officers who are working STEP. These indicators will be as follows:
 - a. Date worked on the STEP program.
 - b. Total hours worked.
 - c. Total miles driven.
 - d. Total enforcement hours worked on-site.
 - e. Total Arrests.
 - f. Total DWIs.
 - g. Total speeding citations.
 - h. Total seatbelt citations.
 - i. Total other hazardous citations.
 - j. Total non-hazardous citations.
 - k. Total warnings.
 - l. Total traffic-related contacts.
 3. In that STEP is a volunteer traffic enforcement program with hours worked for overtime; employees are expected to meet minimum performance standards as established by the applicable operations plan.
 4. An officer's eligibility in the program may be withdrawn for:
 - a. Failure to meet established performance standards.
 - b. At the discretion of the Chief of Police.
 5. STEP performance standards will be reviewed monthly by the STEP Supervisor to ensure compliance with G.2 of this policy and any applicable grant requirements.

6. All Officers working STEP will comply with the operational plans of the program by:

A. Completely filling out the *STEP Speed Enforcement Program / Daily Report – Time Report Form*, PD – 192;

B. Focusing enforcement activities to program specified and selected locations; and

C. Attempting to meet program specified and established productivity goals

61.1.2 Procedures for taking enforcement action incidental to traffic law violations.

- A. Physical Arrests - Officers will make a physical arrest, in compliance with the Texas Transportation Code in the following circumstances:
 - 1. Violations of traffic laws pertaining to driving under the influence of alcohol or other intoxicants.
 - 2. Whenever a felony has been committed involving a vehicle.
 - 3. When the officer has reason to believe that the person will not appear in court as stipulated on the citation, and when the offense is one for which a custodial arrest may be made.
 - 4. Whenever the operator refuses to sign the promise to appear on the traffic citation
- B. Citations.
 - 1. A Department citation should be issued to a violator who jeopardizes the safe and efficient flow of vehicular and pedestrian traffic, including hazardous moving violations or operating unsafe and improperly equipped vehicles.
 - 2. The Department prohibits ticket quotas, but acknowledges that both qualitative and quantitative emphases are integral to the Department's traffic enforcement program.
- C. Warnings - Officers may issue warnings to a violator whenever a minor traffic infraction is committed in areas where traffic accidents are minimal, or when the act may be due to ignorance of a local ordinance that may be a unique violation or a violation of which the driver may not be aware. A properly administered warning can be more effective than any other type of enforcement.

61.1.3 Handling special categories of violators.

- A. Non-residents - Officers shall consider use of warnings for non-residents who commit minor, non-moving, non-hazardous violations. If appropriate, given the type of violation, officers may issue non-residents a citation, provided the violator's home state is a reciprocal one. If non-residents are from a non-reciprocal state, they may be issued a citation or taken directly to a magistrate for the posting of a cash bond, if the circumstances of the infraction require such action.
- B. Juveniles -Officers issuing a traffic citation to a juvenile offender (ages 10 through 16) should advise them that a parent or guardian must accompany them when they appear