



SOUTH MIAMI POLICE DEPARTMENT

GENERAL ORDER NUMBER: 29.3	DATE OF ISSUE: July 31, 2011	EFFECTIVE DATE: August 1, 2014	NUMBER OF PAGES: 07
CFA STANDARD: 18 SUBJECT: Traffic - TRAFFIC DIRECTION AND CONTROL	NEW (X) RESCINDS (X) AMENDS () OTHER ()	By Order Of:  Rene Landa, CHIEF OF POLICE	

CFA STANDARD: 18.07, 18.08, 18.09, 18.10

SECTIONS:

- 29.3.1 Traffic Engineering**
- 29.3.2 Direction/Control Procedures**
- 29.3.3 Escorts**
- 29.3.4 Roadblocks**

RESCINDS: All existing orders in conflict.

PURPOSE: To establish departmental policy for performing traffic direction and control activities.

SCOPE: All departmental personnel.

POLICY: The South Miami Police Department will perform traffic direction and control functions when necessary to ensure the safe and efficient movement of vehicles and pedestrians within the City of South Miami. Police Officers conducting traffic direction and control will be trained according to the guidelines set by the Criminal Justice Standards and Training Commission (CJSTC) while in attendance at the Police Academy.

PROCEDURE:

29.3.1 Traffic Engineering

- A. Traffic engineering functions are conducted in conjunction with the City of South Miami Public Works Department, the Miami-Dade County Traffic Engineering Section, the Florida Department of Transportation (DOT), and the Department of Highway Safety and Motor Vehicles (DHSMV) in

Tallahassee. South Miami Police activities include, but are not limited to, the following:

1. Collecting and compiling traffic data.
 2. Conducting special traffic surveys and studies.
 3. Analyzing traffic crash and enforcement data.
 4. Preparing reports and making recommendations.
 5. Participation in local and regional transportation system management planning.
- B. The South Miami Police Department will use the “Manual on Uniform Traffic Control Devices” as a guide for traffic engineering activities. Such manual is available from the U.S. Department of Transportation, Federal Highway Administration (FHWA), and is maintained by the Miami-Dade County Public Works and Traffic Engineering Section.
- C. Traffic enforcement data is forwarded to the Department of Highway Safety and Motor Vehicles, Bureau of Traffic Citations, and the Miami-Dade County Court Traffic Division on a bi-weekly basis by Records Bureau personnel. Traffic crash reports are forwarded bi-weekly to the Department of Highway Safety and Motor Vehicles by Records Bureau personnel.
1. Traffic crash information is collected by the police department on Florida Traffic Crash Reports, Long Form / Short Form.
 2. Traffic enforcement data is collected on State Form.
- D. The police department collects information from state forms, citations, Service Request forms, and local traffic surveys for analysis.

29.3.2 Direction/Control Procedures

- A. Officers will use patrol vehicle emergency lights and any other special equipment, at traffic crashes to protect the scene and alert approaching traffic. Special equipment may include flares, cones, or barricades.
1. Once the scene has been cleared of vehicles and debris, officers will arrange to remove all special equipment used.
 2. If a roadway must remain closed for an extended period of time, the public works department and/or Miami-Dade County Signs and Signals Division will be contacted to provide the appropriate traffic control devices.
- B. Manual Traffic Direction: Manual direction of traffic by an officer will be conducted in a manner that will enable drivers and pedestrians to recognize and respond to verbal and gestured motions. [CFA 18.07]

1. To stop traffic: An officer will extend his/her arm outward with the palm toward the car to be stopped. The officer may use verbal commands and/or other appropriate police equipment (i.e. whistle) to enhance physical gestures.
2. To start traffic: The officer will move his/her arm at the elbow to indicate traffic may proceed. The other arm should point in the direction of travel.
3. Right turn: The officer will extend his/her arm in the direction of the turn, while gesturing that the driver may proceed.
4. Left turn: The officer will extend his/her arm in the direction of the turn while gesturing that the driver may proceed. The officer will ensure that the oncoming lane is clear, or at a standstill, before allowing the driver to turn.
5. Officers should remain calm and professional when directing traffic. There are times when drivers and pedestrians do not understand officers' commands, or refuse to obey directions. The officer will handle these instances with courtesy and professionalism.
6. Motorists who disregard these directions and drive in a direction contraindicated by them may be charged with "failure to obey a traffic control device" [316.074].

C. Fire Scenes:

1. Upon arrival, the assigned Police Officer(s) will check with the Miami-Dade Fire Department Incident Commander for personnel accounting and special needs information. The assigned Police Officer(s) will not leave the emergency scene until released by the Fire Department Incident Commander, or reassigned by a police supervisor.
2. **Patrol vehicles will be positioned to allow room for fire and rescue vehicles to maneuver directly to the scene.** Unless circumstances dictate otherwise, patrol vehicles will not remain parked in the block in which the incident is located. Police vehicles and officers will be positioned so as to restrict any traffic (foot or mobile) from entering the area or hampering the fire department's efforts to contain and extinguish the fire.

3. This would include re-routing traffic through the safest route around the fire scene and could include the use of ropes or yellow tape to secure the area and apparatus.

D. Adverse Road and Weather Conditions: Officers will direct traffic in emergency situations created by adverse road and weather conditions.

1. Roadways may become hazardous or impassable due to the following conditions:
 - a. Fog;
 - b. Rain;
 - c. Smoke;
 - d. Road construction;
 - e. Downed power lines;
 - f. Severe weather/hurricane conditions;
 - g. Hazardous materials on roadway.
2. The first officer at the scene will advise the Communications Center of the problem. The officer will also request any emergency services which may be required. In the event that driving conditions become dangerous, the on-duty supervisor will take appropriate actions as needed. Those actions include one or more of the following:
 - a. Request additional personnel as needed.
 - b. Determine alternate routes.
 - c. Use temporary traffic control devices or manually direct traffic.
 - d. Request assistance from Public Works Department personnel.
 - e. Request the Chief of Police or designee to release road closure information to the media and public.
 - f. In the event the U.S. Weather Bureau issues a severe weather warning, officers will be advised by Communications Center personnel to return to the police station until the weather is clear.
3. Officers when engaged in traffic control during adverse weather conditions or darkness will use issued reflective vests and flashlights. During inclement weather, in lieu of the reflective vests, officers may wear brightly colored rain gear. [CFA18.08M]

E. Manual Operation of Traffic Control Signals:

1. Prior to manual operation of traffic signal devices, personnel should be trained in the proper use of manual controls. Manual operation of

traffic control signals may be initiated by personnel under the following circumstances:

- a. Signal malfunction; Signal may be placed on "flash" if a hazardous condition is present.
- b. Traffic crashes affecting movement at signalized intersections.
- c. Providing uninterrupted flow of motorcades through signalized intersections.
- d. Any other emergency that may arise on the roadways in the City of South Miami.

2. Traffic control box: Unless specifically trained to operate a traffic control box, an officer may not utilize this option. Upon arrival at an intersection requiring manual traffic direction, the officer should perform the following:

- a. Have Communications Center personnel contact the Miami-Dade County Traffic Control Center and release the box for manual operation. Once released, switch the controls to the manual mode and attempt to cycle the light with the use of the manual control button. Access to the traffic control box can be accomplished by using a #2 traffic control key.
- b. Attempt to reset the signal.
- c. If the above fails, place the light on flash and let the traffic proceed per the flashing controls.
- d. As a last resort, the signal should be turned off and the officer should enter the intersection and manually direct traffic.

F. Temporary Traffic Control Devices:

1. In general, temporary traffic control devices will be used in the case of special events, traffic crashes, road construction, school crossings, or unusual weather conditions. These devices may be used jointly by the police and the Public Works Department. Temporary traffic control devices include, but are not limited to, the following:

- a. Barricades;
- b. Cones;
- c. Temporary signs; and
- d. Flares.

2. Motorists who disregard these devices and go around them may be charged with "failure to obey a traffic control device" [316.074].

G. Clothing and Equipment:

1. High visibility reflective vests will be worn by officers while directing traffic or investigating traffic crashes in the roadway. Officers may wear brightly colored rain gear during inclement weather.
2. Other appropriate police equipment includes, but is not limited to, the following:
 - a. Police vehicles, with emergency lights on, will be used to offer protection and visibility.
 - b. Whistle or other audible device; and
 - c. Flashlight with plastic flashlight cone and flares, if practical.

29.3.3 Escorts (CFA18.09)

- A. Escort services may be provided in situations where it would be advantageous to traffic control and direction. Examples of escorts include, but are not limited to, the following:
 1. Public officials or dignitaries;
 2. Funerals;
 3. Oversized loads;
 4. Hazardous or unusual cargo; and
 5. Parades.
- B. The South Miami Police Department will not provide any code '3' escorts under any circumstances. No escorts will be provided for private vehicles with medical emergencies. Officers that encounter vehicles containing sick or injured persons will call for emergency medical assistance and render first aid.
- C. Escorts for public officials and dignitaries will be approved by the Chief of Police. The officer providing the escort may use emergency equipment as necessary or required to clear intersections, traffic, etc. These escorts will be conducted as provided in the Emergency Operations Section [GO #23.1.9], VIP Security Plan.
- D. Funeral escorts or motorcycle escorts will be governed by [GO 18.5]
- E. Requests from companies wishing to hire escorts for oversized vehicles or unusual or hazardous cargos will be referred to the Chief of Police for review. If the circumstances dictate, those companies can be given information on how to obtain escorts from private escort companies. Departmental escorts will not be provided unless approved by the Chief of Police. Upon approval, officers will check to see that oversized loads have the required permits, and will familiarize themselves with the specified

route. Such hazardous or unusual cargo escorts will be conducted in a manner that offers the greatest protection to officers and the public.

- F. Parade escorts will be conducted as approved by the Chief of Police. Emergency lights and sirens will be used as appropriate to ensure a safe and expeditious function. Persons or organizations requesting escorts must possess the appropriate permits and authorization as required by the City of South Miami.

29.3.4 Roadblocks

- A. Due to the extreme dangers inherent in the use of roadblocks, their use is prohibited. [CFA18.10M]