

Spring Grove Hospital Center Police Department

Traffic Stop Procedures

I. Purpose

Officers initiating traffic stops for violations should utilize the following procedures:

- A. When initiating traffic stops for MILES/NCIC hits, officers should trail vehicles until appropriate backup arrives, but must activate the vehicles emergency lights and siren and attempt to stop the vehicle prior to its leaving the DHMH Facilities.
- B. It is necessary for the officer to control the stop and not allow the violator to take control. In most cases, it is possible for the officer to select the best location for the stop.
- C. After the decision to stop a traffic violator has been made, but prior to stopping violator the officer will call out with the traffic stop, pause briefly to enable the switchboard operator to acknowledge, and give the actual location of the stop, the tag number and State of registration, color, and model of vehicle, and number of occupants, if known. After the vehicle has stopped, the officer will give the switchboard operator other necessary information, and if possible, for the officer's safety, he/she should wait for the information to be acknowledged by the switchboard operator prior to leaving his/her cruiser.
- D. All Officers should:
 1. Maximize their ability to light up the area at night, or at other times of low light, and request the violator to turn on his/her interior light.
 2. Protect themselves by placing the cruiser in a position that affords the best protection from other traffic.
 3. Maintain a safe distance from the cruiser to the violator's vehicle.
 4. Maintain constant visual attention.
 5. Form an evasion plan as the approach is made.
 6. Consider approaching the vehicle from the passenger side on some stops. As the approach is made, stop at the rear of the vehicle, check the trunk and evaluate the situation inside of the violator's vehicle.

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Traffic Stop Procedures

7. If the situation does not “feel right,” do not hesitate to retreat and wait for sufficient back up before proceeding further.
8. Do not stand directly opposite the driver’s window. Stand slightly behind the door so that adequate vision of the vehicle interior is available.
9. Return to the cruiser to write the citation or request from the switchboard operator.
10. Use the mobile data terminal to run required checks as available.
11. Never allow the violator to approach the cruiser while the officer is seated behind the wheel.
12. Be professional and courteous, but firm. Officers should take the appropriate enforcement action through communication and explanation to attempt to alter the violator’s future driving habits

II. Responsibility

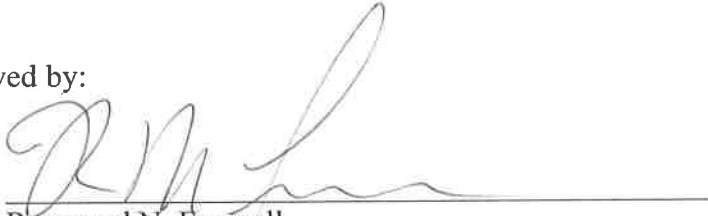
Shift Supervisor will monitor the traffic enforcement activities of the officers under his/her supervision to ensure the safety of the public and the officer, and to ensure compliance with the procedures and guidelines of this Directive.

- A. Watch Commander/supervisors will conduct periodic inspections to ensure officers are adhering to the provisions and guidelines of this Directive.

End of Directive

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Approved by:



Raymond N. Foxwell
Police Chief

Paul Beeker
Spring Grove Hospital Center COO

Date

RNF/tb

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