

- I. Purpose
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- III. Responsibility

- I. Purpose

This Directive provides a clear and concise procedure to be utilized whenever an officer stops or approaches any traffic law violator.

- II. Procedures

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.
- 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 Communications to acknowledge, and give the actual location of the stop followed by the park reference, the tag number and state of registration, color, and model of vehicle, and number of occupants, if known. After the vehicle is stopped, the officer will give Communications other necessary information and, if possible, for the officer's safety, he/she should wait for the information to be acknowledged by Communications 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 which 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.
  - 7. If the situation does not "feel right," do not hesitate to retreat and await sufficient back-up before proceeding further.
  - 8. Not stand directly opposite the driver's window. Stand slightly behind the door so that adequate vision of the vehicle's interior is available.

9. Return to the cruiser to write the citation or request information from Communications.
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 appropriate enforcement action and through communication and explanation attempt to alter favorably the violator's future driving habits.

III. Responsibility

- A. Shift Supervisor will monitor the traffic enforcement activities of officers under his/her supervision to ensure the safety of the public and the officer and to ensure compliance with the procedures and guidelines in this Directive.
- B. Watch Commander will conduct periodic inspections to ensure officers are adhering to the provisions and guidelines of this Directive.

**Approved Park Police Document  
Signed Original on File**

**End of Directive**