

| PALM BEACH GARDENS POLICE DEPARTMENT | | |
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| TRAFFIC DIRECTION AND CONTROL SITUATIONS | | |
| POLICY AND PROCEDURE 4.2.3.14 | | |
| Effective Date : 08/12/94 | Accreditation Standards: CALEA 61.3.2 CFA | Review Date: |

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PURPOSE: To establish procedures for traffic direction and control to include traffic crashes, fire scenes, and adverse road/weather conditions; and the use of manual traffic operation traffic control devices or temporary control devices and utilization of reflective clothing (vests).

SCOPE: Sworn Officers and Non-Sworn (Traffic Aides)

REVIEW RESPONSIBILITY: Patrol and Special Operations Bureau Commanders

POLICY: This department, in order to maintain safe and effective traffic flow at times when roadway usage would be compromised by special events, traffic accidents, fire scenes, adverse conditions, and the like; establishes the following guidelines for uniform officers to utilize while deployed in those types of traffic related situations.

1. TRAFFIC CONTROL AT SPECIAL EVENTS:

- a. The traffic division commander will be responsible for traffic control at special events. The services of special units, public works, fire personnel, and any other needed services shall be coordinated by the traffic supervisor who shall ensure that adequate services are provided.
- b. Any group or organization holding events such as parades, bicycle races, foot races, street parties, or any other event which requires the use of any city roadway(s) will be required to contact the city's special event coordinator or the traffic supervisor well in advance of such event. The traffic supervisor and event coordinator will determine the best route or area to be used for the event.
- c. The criteria used in approving the locations shall be to determine the route or area which will Cause the least amount of disruption of traffic flow. The traffic supervisor will ensure that the requesting group contact other affected city departments and agencies.
- d. Once a route to be followed or an area to be used has been determined, the traffic commander shall determine the manpower needed for the event. The traffic commander will coordinate police officer traffic control. Should the organization sponsoring the event supply volunteers, the officer conducting traffic control will advise the volunteers of what locations they will be assigned.

2. TRAFFIC CONTROL AT CRASH SCENES:

- a. The first arriving officer at scene of a traffic accident will utilize emergency flashing lights (red/blue light bar) and position the police vehicle to block the roadway lane(s) to provide temporary protection to the officer, involved motorist(s), and scene. The officer's first responsibility is to render first aid, if needed.
- b. Officer(s) at accident scene will then offer traffic control at the scene of the accident by routing of traffic, by the placement of traffic cones and utilization of hand gestures. Routes shall remain open for the response of emergency vehicles and tow trucks, if needed. Other traffic should be routed around the accident scene to maintain traffic flow and to prevent further traffic accidents in the area of the scene.
- c. Officer(s) will remain on scene of the accident and provide traffic direction and control until properly relieved or the full utilization of the roadway may be resumed.

3. TRAFFIC CONTROL AT FIRE SCENES:

- a. Officers assigned to traffic control at fire scenes will be responsible for assuring that roadways in the area are accessible to all emergency vehicles. The officer assigned to a fire scene may close roads as necessary to facilitate the expeditious response of emergency vehicles. Officers assigned to traffic control at fire scenes will continue traffic controls until the conclusion of the incident or until properly relieved.

4. TRAFFIC DIRECTION AND CONTROL DURING ADVERSE ROAD AND WEATHER CONDITIONS:

- a. Officer will direct traffic in emergency situations created by adverse road and weather conditions. The traffic must be manually directed until the problem is resolved, or until temporary traffic controls are put in place.
- b. The first officer at the scene of an emergency situation will advise communications of the problem. The officer will also request any emergency services which may be required.

5. MANUAL TRAFFIC DIRECTION:

- a. The major objective of the person carrying out manual traffic direction and control is to maintain/restore the safe and efficient movement of vehicular and pedestrian traffic. In doing so, the person is responsible for:
 - i. Regulating traffic flow.
 - ii. Controlling turning movements.
 - iii. Coordinating vehicle movements with the flow at adjacent intersections.
 - iv. Detouring traffic as necessary.
 - v. Controlling pedestrian movements.
 - vi. Arranging for removal of traffic obstructions.
 - vii. Facilitate emergency vehicle movements.
 - viii. Rendering aid and assistance to motorists and pedestrians.
- b. Officers, when assigned to manual traffic control, will utilize uniform traffic control signals and gestures. The signals can be either hand signals or whistle signals or a combination of both. When using hand signals:
 - i. Stop signal -Basic signal to stop is an upraised hand of an extended arm raised to well above shoulder level, with the palm of the hand clearly facing the approaching driver for whom the signal is intended.
 - ii. Starting signal -The signal for a stopped vehicle to start moving begins at shoulder level, with the officer extending his/her arm toward the stopped vehicle (pointing) and waving the car onward by bending his/her arm at the elbow and drawing his/her hand toward his/her chest. Once traffic in one direction starts to move, the officer turns and faces the opposing traffic and delivers the same signal.
 - iii. Pull up signal -The signal to pull up to a position, indicated by the officer directing traffic at an intersection, is usually reserved for turning traffic facing opposing vehicular or pedestrian traffic. It is started by the officer pointing to the position at which the driver should pull his/her stopped or slowly

approaching vehicle. It is completed by maneuvering the driver forward to the selected position to hold the turning vehicle until conditions are safe for the turning movement.

- iv. Turning traffic -Once it is safe for the motorist to complete the turn, the opposing traffic should be stopped using the standard stop signal, and monitoring the left turning vehicle to complete its turn by making a come-a-long signal with the other hand.. Right turning traffic requires little traffic direction unless the turning movement is crossing a heavily traveled crosswalk or has to merge into heavy vehicular traffic. Natural gaps are best used for turning vehicles when available. When using whistle signals:

- 1. Stop -A single, long blast.
- 2. Start -Two short blasts.
- 3. Emergency stop -Three or more short blasts.

c. Manual Operations of Traffic Signals:

- i. Traffic signals may be operated by officers in a manual mode when circumstances warrant. Such circumstances include, but are not limited to:
 - 1. Parades;
 - 2. Special Events;
 - 3. Excessive Traffic;
 - 4. Detoured traffic from interstate highway or turnpike.
 - 5. Accidents;
 - 6. When such operation is preferable to manual traffic direction, i.e., safer for officers and motorists.
 - 7. Whenever deemed necessary by watch commander or traffic division commander.
- ii. Officers should use good judgment when operating traffic signals manually, using breaks in traffic flow to facilitate changing the signals.
- iii. Officers must return the signals to automatic and secure the signal box when the need for manual control ends.

6. HIGH VISIBILITY CLOTHING:

- a. Officers, when engaged in manual traffic control will use department issued reflective vests. The reflective vests will be used to enhance officer safety and driver recognition and response. All officers issued this equipment will be responsible for its proper storage and maintenance.

7. USE OF TEMPORARY TRAFFIC CONTROL DEVICES:

- a. Temporary traffic control devices may be utilized when traffic signals are inoperable, during special events, or in circumstances deemed necessary by the traffic supervisor, or in his/her absence, the shift supervisor. Special signs and other portable signs are available from the public works department and may be requested at any time.
- b. Upon approval to remove the temporary traffic controls, communications will advise the public works department who will remove the temporary controls.

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APPROVED:



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