602.1

RADAR OPERATION

1. PURPOSE: To establish guidelines for the operation of radar devices by police personnel.

2. POLICY: The Department will use speed-measuring devices in traffic enforcement.

3. SCOPE: This directive is applicable to all sworn personnel.

4. RESPONSIBILITY: All sworn personnel will comply with this directive.

5. PROCEDURES

   A. EQUIPMENT SPECIFICATIONS

      1. SPEEDOMETER: Only speedometers that have been checked by a certified radar device will be used to determine the speed of another vehicle. Certification cards will be kept in each enforcement vehicle to show the date and certification of the unit's speedometer. The speedometer of any unit having had repairs made to the transmission or rear end will be re-certified before the speedometer is used for enforcement action.

      2. RADARS: All radar equipment used for enforcement or speedometer certification will meet or exceed the specifications established by the National Highway Traffic Safety Administration. No experimental prototype, demonstration model or other such equipment, not belonging to the Department, will be used for enforcement purposes without approval of the Special Operations Division Commander or his designee.

      3. TUNING FORKS: Tuning forks used for checking radar enforcement devices will be traceable to the National Bureau of Standards. Only tuning forks that have certifications on file with the respective Precinct or Special Operations Division Commander will be used to check radar devices. Any tuning fork showing signs of wear or damage will be repaired and re-certified or replaced.

   B. STATIONARY RADAR OPERATION

      1. LOCATION:

         a. OBSERVATION: Radar locations will allow the operator clear view of the targeted traffic. This is important to establish a good tracking history.

         b. ACCESS TO OFFENDER: Locations should afford the operator easy and reasonably safe access to the offender, either by stepping into the road to stop the vehicle or by entering the road to follow the offender to another location for the stop.

         c. CONCEALMENT: Care should be taken not to give the appearance that the operator is hiding; however, concealment may be necessary at times.

d. PRIVATE PROPERTY: Operators should be careful not to operate from private property without permission from the owner.

e. PUBLIC PROPERTY: It is not necessary to obtain permission to use the right of way to public property or roads.

f. SAFETY: Operators should not block clear vision of the road to others.

2. SETTING UP EQUIPMENT: Radar equipment will be set up and tested following manufacturer guidelines and according to instructions received during operator training.

   a. CALIBRATION TESTS: Radar devices will be checked to determine proper internal calibration. A lamp test will be performed and the radar will be checked against a tuning fork before it is used to check the speed of vehicles.

   b. RFI: The operator will check the area for radio frequency interference and any other electrical devices that could produce readings on the radar without a target present.

   c. RECHECKS: Operators will check the internal calibration during on-site usage to ensure proper operation of the device. This procedure will be repeated for each location.

3. VERIFYING VIOLATOR: Radar will not be used to identify speeders but will be used to verify the speed of suspected violators. Once a vehicle has been identified as exceeding the speed limit, the operator will use the radar to determine the exact speed of that vehicle. Operators will establish a good tracking history of the violator prior to a stop. Extreme care will be taken to ensure the person charged with speeding was in fact driving the vehicle being tracked with the radar device.

4. ISSUING CITATIONS: Citations issued for speeding based on the use of a radar device will be marked with an "R," circled, on the comment line. The time of the last calibration check will also be documented on the note line. The offender's direction of travel should be placed with the location description.

5. DISPLAY OF RADAR TO VIOLATOR: At present, no requirements exist directing officers to show a radar reading to a violator. If an officer has locked in the reading it may be shown to the violator. This directive does not prohibit an officer from doing so, but does not recommend the practice.

6. RECHECK OF RADAR DEVICE: The radar operator will recheck the radar's internal and external calibration at the beginning and end of each shift. The setup process will be done for each new location. Upon checking such calibration, if there is a discrepancy in excess of one (1) mile per hour with the tuning fork test, the Officer will return the radar unit in to the equipment room with a note on it to have it repaired. A First Shift supervisor shall turn the radar unit in to Supply. In addition, it shall be annotated on the Equipment Room inventory sheet that the radar unit was turned over to Supply. The unit will then be returned to the manufacturer for re-calibration. If there is ANY discrepancy

in the internal calibration test, the radar unit will be sent to Supply to be returned to the manufacturer for re-calibration.

C. CARE OF EQUIPMENT: All radar equipment will be cared for like any other piece of fragile electronic equipment. Radar devices will not be subjected to rough treatment. Any radar device that has been damaged and is no longer in proper working order will be removed from service. Radar devices that have been damaged on the outside, giving them a rough appearance, will be removed from service. Only qualified service technicians will make repairs to any radar device.

D. PROGRAMMED MAINTENANCE AND RECORDS: Precinct and Special Operations Division Commanders who allow the use of enforcement radar equipment will be responsible for maintaining records of radar and tuning fork repairs for their Precincts and the Special Operations Division. These records will not be released outside the Department without proper notice from a court or at the direction of the Chief of Police.

E. OPERATOR TRAINING AND CERTIFICATION: All personnel who operate a radar device must be trained prior to operation. Radar training will be carried out by the Police Academy using certified instructors. Basic Stationary and moving radar training will consist of:

1. Eight (8) hours of classroom training, with a written examination;

2. Field examination; and

3. Unsupervised field practice of twelve (12) hours prior to any enforcement.

F. SPLIT LOCATION RADAR OPERATION: Whenever radar is operated where the operator is in one location and a catch team is used to stop and issue citations, the operator will keep a radar log. This log will be kept on an approved form. The completed form will be kept on file by Precinct Commanders for two years past the last entry. The Task Force Unit (TSU) supervisor will maintain the forms initiated by any TSU officers.

G. SPEED SIGN OPERATION: Radar speed signs are used to promote public safety by increasing driver awareness of improper driving behavior. These signs are designed to bring traffic violators under control and highlight driver safety issues throughout the community.

1. Radar speed signs will only be used in areas that cause short-term distractions for drivers. These signs are not designed for enforcement purposes but to bring unacceptable driving activities to public attention. Radar speed signs may be used by Community Relations Officers, Precinct Officers (at the direction of their supervisor) and Traffic Services Officers. Precinct Commanders may request the use of Radar speed signs anytime a specific traffic problem has been identified within geographical boundaries of their precinct.

2. Radar speed signs should not be used on a multiple lane road, particularly when multiple targets are present. Whenever there is more than one vehicle being clocked at a time, confusion may result. This often causes drivers not to know which vehicle is being checked by radar, thus causing a loss of confidence in the radar device.

3. Radar speed signs should be used on roads where traffic is low in volume and speed, and there is only one lane approaching the sign.

4. Precinct Supervisors may request use of speed signs from the precinct Community Relations Officer(s) or Traffic Services Supervisors.

5. Radar speed signs are self-contained units and the Traffic Services Supervisor is responsible for upkeep, maintenance, and ensuring their accuracy before signing them out to other qualified users.