INDIANA STATE POLICE	***STANDARD OPERATING PROCEDURE*** State Form 39870(R/ S- 06)	Reference Number ENF-013
	Subject Road, Signal, Sign Defects, and Utility Outages	
	Special Instructions Replaces ENF-013 dated March 1, 2015	Effective Date **September 15, 2025**

I. PURPOSE

Provide guidelines in identifying potential traffic engineering problems, road, signal, and sign defects, and for the reporting of such issues to the proper authorities or public utility.

II. POLICY

Enforcement personnel should report all utility outages and road, signal, and sign defects when those defects could create a hazardous condition or make travel on the roadway unsafe.

III. PROCEDURE

A. Traffic safety/engineering issues.

1. Enforcement personnel, after learning of a roadway defect or hazard should, at the earliest possible time, report the issue to the applicable Regional Dispatch Center (RDC).

2. The RDC shall make an entry into the CAD System.

3. The RDC shall notify the proper agency about the issue and update the CAD entry with the name of the company notified, name of the company's representative, date, time, and information reported about the problem.

4. The CAD entry shall remain active until the issue is repaired or for 24 hours. After 24 hours, if there have been no status updates, the RDC shall assign an officer to recheck the issue. If the issue has not been repaired, the CAD shall be updated and the information forwarded to the district commander.

B. Upon receipt of a non-resolved issue, the district commander shall formally notify the proper agency of the issue. A copy of this documentation shall be maintained by the reporting officer.

C. Statistical data, available through the Criminal Justice Data Division (CJDD) should be used to assist in identifying problem areas that can be addressed, through enforcement, or by providing information to the proper traffic-engineering professionals.

D. The district commander shall maintain liaison with highway department personnel to promote traffic safety in general and to provide them with statistical information as may be required.

E. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.