




# City of Manassas Police Department General Duty Manual



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| Effective Date:<br>07-11-2006  | <b>GENERAL ORDER</b>  | Number:<br>08-05 |
| Subject:<br>Selective Enforcement  |   |                  |
| <input type="checkbox"/> New <input type="checkbox"/> Amends <input checked="" type="checkbox"/> Rescinds <input checked="" type="checkbox"/> Reviewed: 07-26-2011<br>General Order # 8-5 Dated: 8-21-2000 | Reevaluation:<br><input type="checkbox"/> 1 yr. <input type="checkbox"/> 18 months <input checked="" type="checkbox"/> N/A                |                  |
| Accreditation Standards:<br>61.1.1/ 61.1.6/ 61.1.9   | By Authority Of:<br><br>Douglas W. Keen, Chief of Police | Total Pages: 3   |

## PURPOSE:

To promote highway safety by reducing traffic accidents and traffic congestion, through selective enforcement measures.

## POLICY:

The ultimate goal of selective traffic enforcement is to reduce traffic accidents, relieve traffic congestion, and respond to complaints of frequent violations at specific locations and times. The analysis of accident data should identify causative factors based on numerically significant samples taken over the previous three years. Supervisors should deploy officers on selective enforcement assignments based on this data.

## DISCUSSION:

For the purpose of this directive, the following definitions apply:

**ROADSIDE CHECK:** The stationary observation of traffic by one or more officers in a manner that does not interrupt the normal flow of traffic unless an on-site violation is spotted. The roadside check is normally conducted on foot at or near the officer's vehicle, and violators are manually flagged down or pursued by vehicle to a nearby area that does not impede the flow of traffic.

**CHECKPOINT:** The establishment of a stationary checkpoint in the highway or roadway, using physical barriers (cones, flares, signs, vehicles, etc.). The purpose of the checkpoint is to briefly stop and check either all or a consistent, predetermined number of vehicles. Random stops are not permitted by this format.

## PROCEDURE:

- I. Identifying Target Areas
  - A. Because of the magnitude of traffic problems and the limited resources available to the Department, it is necessary to prioritize enforcement efforts through the selective enforcement program.
  - B. It must be stressed that selective assignment of officers to special patrols to take enforcement action at the times and locations where accidents are occurring, or congestion is taking place, should complement and not replace the work of regular patrols.
  - C. The Department conducts statistical and visual surveys to determine, by location, time and day of the week, the predominant violations that are causing accidents or contributing to traffic congestion. The Traffic Services Supervisor may periodically order visual surveys or surveillance of traffic situations to assist in this regard.
  - D. The Department's selective enforcement efforts are centralized through the Traffic Services Section, which is responsible for analyzing data and evaluating efforts. The Traffic Services Section has primary responsibility for:
    1. Analysis of traffic accident data.
    2. Analysis of traffic enforcement activities.
    3. Development of selective enforcement measures.
    4. Deployment of the Radar Trailer
    5. Annual evaluation of selective enforcement activities and program success.
    6. Review and revision of selective enforcement objectives.

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|-----------------------------------|----------------------|------------------|
| Effective Date:<br>07-11-2006     | <b>GENERAL ORDER</b> | Number:<br>08-05 |
| Subject:<br>Selective Enforcement |                      | Page: 2 of 3     |

- E. Factors considered in selective enforcement targeting are:
    1. Traffic congestion.
    2. Accident experience.
    3. Frequency of traffic violations.
    4. Citizen complaints.
    5. Patrol requirements.
    6. Emergency needs.
  - F. The Traffic Services Supervisor prepares annually an analysis of traffic collisions which is included in the department's Annual Statistical Report and distributed department-wide. This analysis lists the top ten accident locations during the preceding year. Included in the report is:
    1. A 5 year comparison of the number of accidents reported
    2. The number of accidents at each location.
    3. The number of injuries/fatalities at each location.
    4. The number of injuries/fatalities by time of day and day of week.
    5. The cause factor for each accident
    6. Offense type.
  - G. The Traffic Services Supervisor prepares an annual Traffic Enforcement Analysis that evaluates the effectiveness of selective traffic enforcement activities such as geographic/temporal assignment of personnel and equipment and preventative patrols in accomplishing their stated goals. It is used as a tool to determine the most effective deployment methods for selective enforcement activities and personnel.
  - H. The Traffic Services Supervisor and Patrol Supervisors identify areas targeted for selected enforcement activities based on accident history, high traffic volume, officer and citizen identified safety concerns, citizen complaints and requests for enforcement efforts. The Traffic Services Supervisor determines the most effective and appropriate location for deploying the Radar trailer to supplement and complement the selective enforcement efforts by officers.
  - I. The Traffic Services Supervisor helps ensure continuity of enforcement efforts with the Patrol Services Division through coordination with the Commander of Patrol Services.
- II. Selective Enforcement Deployment
- A. The Traffic Services Supervisor and Patrol Supervisors are responsible for deploying officers to selective enforcement activities, based on the most recent selective enforcement reports, and with due regard for other patrol requirements.
  - B. Normally, uniformed officers in marked patrol vehicles or motorcycles conduct selective and conventional traffic law enforcement using visible patrol methods.
  - C. There are five types of visible traffic patrol that can be utilized:
    1. Area Patrol - This involves traffic enforcement within an officer's assigned area of responsibility.
    2. Line Patrol - This involves traffic enforcement of a particular section of the roadway.
    3. Directed Patrol – Supervisors can specify enforcement efforts in an area, on line patrol, or at a specific location, at a specific time, for a specific violation, depending of the nature of the hazard/violation being enforced.
    4. Stationary observation – This involves traffic enforcement at a particular location where the officer parks or stops for the purpose of observing a specific location for traffic law violations. Officers are permitted to use unmarked vehicles as a means of covertly observing violations.
    5. Roadside checks are authorized by a supervisor and conducted under the following conditions:
      - a. The roadside check is consistent with established traffic enforcement goals and objectives, or selective enforcement reports.
      - b. Efforts should be made to ensure that the roadside check does not add to existing traffic congestion.
      - c. Assigned officers remain subject to call for more urgent services when needed.
      - d. It is important, particularly near congested intersections, for officers on roadside checks to facilitate the orderly flow of traffic in any way possible. The mere presence of officers near an intersection may add to congestion by creating motorist confusion or concern.

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|-----------------------------------|----------------------|------------------|
| Effective Date:<br>07-11-2006     | <b>GENERAL ORDER</b> | Number:<br>08-05 |
| Subject:<br>Selective Enforcement |                      | Page: 3 of 3     |

D. Checkpoints

1. Checkpoints are established for special enforcement activities, such as DWI checkpoints, only upon specific approval of the Commander of Patrol Services, within the following guidelines:
  - a. The extent of the public safety problem is clearly established, and the degree to which a checkpoint advances the public interest is articulated, preferably in writing.
  - b. The checkpoint is conducted under direct on-site supervision at all times.
  - c. The presence of uniformed officers and marked patrol vehicles is critical. Unmarked vehicles and officers in civilian clothing may be utilized for special purposes, but primarily uniformed officers with marked patrol vehicles or motorcycles should man the checkpoint.
  - d. Specific details of the checkpoint's establishment and method of operation are clearly defined within a memorandum, which is issued to assigned officers.
  - e. Random or discretionary stops are not allowed. Either all vehicles should be stopped, or a predetermined method of selecting vehicles should be employed, i.e., every other vehicle, or every fourth vehicle. Vehicles must be stopped in a consistent manner.
  - f. Officers assigned to the checkpoint receive adequate training on all aspects of the checkpoint, including "dry run" rehearsals if necessary.
  - g. Adequate visual warnings, traffic cones and flares are posted and the area is well lighted.
  - h. The area of the site of the checkpoint should contain adequate space for detention and evaluation, if necessary.
  - i. Nothing in this General Order shall preclude officers from stopping a vehicle at a checkpoint based on probable cause, such as any clearly observed violation of law.
  - j. Safety and reduction of motorist fear are emphasized throughout the operation.
  - k. The degree of interference with the normal flow of traffic is minimized to the extent possible, and the driver should be detained for the minimal time necessary.
  - k. Results of the effectiveness of the operation are documented in an after action report.
  - l. Records of the details of the checkpoint's operation are maintained for use in court if needed.

Attachments: N/A.

Index as: Selective Enforcement.  
Traffic Enforcement.  
Roadside Check.  
Roadblocks.

Reference: N/A.