




City of Manassas Police Department General Duty Manual



Effective Date: 08-15-2007	GENERAL ORDER	Number: 08-06
Subject: Speed Detection Devices		
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Accreditation Standards: 61.1.8	By Authority Of:  Douglas W. Keen, Chief of Police	Total Pages: 2

PURPOSE:

To define policy and establish procedures for the operation of speed detection devices on the City.

POLICY:

The Department utilizes Lidar in high or potentially high accident locations when speed is a factor; in areas where speed limit violations are prevalent, for general speed limit enforcement, and in response to citizen complaints concerning speeding motorists.

DISCUSSION:

The police community believes that police Lidars are effective tools for speed control, and their role in traffic safety and speed limit compliance are of critical importance.

The effective use of Lidar and their acceptance is dependent upon the operator's understanding of the specific limitations of the unit, adequate training and initial certification to demonstrate the operator's efficiency. VA Code § [46.2-882](#) establishes procedures for the use of Lidar which will be adhered to in the department's speed detection program,

PROCEDURE;

I. Equipment Specifications

- A. Lidar units utilized by the Department must meet or exceed the current standards set by the Division of Purchases and Supply pursuant to VA Code § [2.2-1112](#) or the model standards promulgated by the National Highway Traffic Safety Administration (NHTSA).

II. Operational Procedures

- A. The effective range of the particular Lidar unit must be thoroughly understood by the operator so visual observations can support the speed digital display readings.
- B. The Lidar operator must choose an observation location that affords safety for pedestrians, the officer, and traffic flow. A safe location is used whenever possible for stopping vehicles.
- C. The operator must follow, without exception, the manufacturer's recommended specific methods of checking calibration and user training for checking functionality.
- D. Officers utilizing Lidar complete an accuracy test before and after utilizing the unit.
- E. All operators must be able to establish the following elements for court when Radar/Lidar speed charges are placed:
 1. The time, place, and location of the vehicle that was checked, the identity of the operator, and the speed of the vehicle.
 2. The officer's qualifications and training received in the use of Lidar.
 3. That the Lidar unit was functioning and operating properly.
 4. That the Lidar unit was tested for accuracy prior to use, and after use by the approved method.
 5. The identity of the vehicle tracked and a visual tracking history to establish its approximate speed.
 6. The speed limit in the zone in which the officer was operating and where the signs were posted.
 7. The identity of the operator of the vehicle tracked.

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III. Proper Care and Maintenance

- A. The Traffic Services Supervisor is responsible for the care, maintenance, and calibration of the Lidar units, and may assign a Lidar Coordinator as their designee, who may be replaced on an as-needed basis.
- B. Lidar operators are accountable for any Lidar unit assigned to them, to include:
 - 1. The condition of the Lidar unit.
 - 2. The proper functioning of the Lidar unit.
 - 3. Accounting for all auxiliary equipment (i.e., Lidar Batteries.).
 - 4. Reporting any malfunctions and requesting any needed repairs.
- C. If a Lidar unit shows signs of malfunctioning, it must be immediately taken out of service. The operator promptly directs a Lidar repair form to the Traffic Services Supervisor or his designee to include the make, model, set number and the nature of the problem.
- D. It is the responsibility of the Traffic Services Supervisor or his designee to ensure that arrangements are made to have the Lidar unit properly serviced.
- E. While the units in use by the Department do not require any programmed maintenance, the Lidars are calibrated for accuracy every six months. Should the unit’s manufacturer dictate any “recall” maintenance, the Lidar Coordinator is responsible for ensuring that any such recommendation is followed.
- F. The Traffic Services Supervisor or his designee assigns Lidar units to individual officers in the Traffic Services Section and to the Patrol Services Division for assignment by squad supervisors.

IV. Maintenance and Calibration Records

- A. The Traffic Services Supervisor or his designee establishes procedures and ensures that:
 - 1. The Lidar units receive proper care and upkeep.
 - 2. All required maintenance and calibration of the units are performed.
 - 3. Adequate record systems (suitable for introduction as evidence in court) are developed and maintained, including appropriate calibration records.

V. Operator Training and Certification

- A. Prior to operating Lidar, an officer must complete the basic Lidar instruction at the Northern Virginia Criminal Justice Academy or other DCJS approved course / location, and submit his training certificate to the Training Officer for inclusion into the Training Files.
- B. Lidar users are required to complete any retraining courses required by DCJS, or as otherwise mandated by state code.
- C. Prior to operating Lidar, officers must be trained in its use by a certified Lidar instructor.

Attachments: “A” Legal References
 “B” NHTSA Devices

Index as: Lidar
 Speed Measuring Devices

References: N/A