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**ADMINISTRATIVE DIRECTIVE – 112.040  
HIGH RISK TRAFFIC STOPS**

**EFFECTIVE DATE: February 4, 2009**  
**REVIEW DATE:**  
**AFFECTS: All Sworn Personnel**

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**REVISION DATE:**

**I. PURPOSE**

This directive outlines the procedures, guidelines, and restrictions related to unknown risk and high risk traffic stops for officers to adhere to in order to protect both the officers and citizens.

**II. POLICY**

Evaluation of all known information related to a suspect or felony vehicle is essential to the safe and successful resolution of a high risk or felony traffic stop. Officers must assess the descriptions of persons and vehicles to validate the officer's suspicions prior to initiation of the stop. Utilization of safety techniques and realization that many felony offenders/offenses are non-violent in nature, also play a part in decisions made by the officer. Above all, the use of good judgment and common sense coupled with the training and experience of the officer will dictate the outcome for all individuals involved. Officers shall utilize the High Risk Traffic Stop procedures and training of this Department to protect both the officers and citizens.

**III. DEFINITIONS**

- A. Primary Officer – The first officer to recognize the need for and to initiate a high risk traffic stop.
- B. Secondary Unit/Officer – The second officer to arrive as cover for the Primary Officer.
- C. High Risk Traffic Stop (a.k.a 'Felony Traffic Stop) – Recognition that the vehicle or occupant has been involved in felony activity or behavior by the occupant(s) which gives clear indication that the officers safety will be compromised without initiation of a high risk traffic stop, i.e.; pointing a weapon at the officer or other occupant in the vehicle, gunfire, etc.

**IV. PROCEDURES**

- A. Setting up and initiating a high risk traffic stop
  - 1. The Primary Officer should not attempt a traffic stop of this nature alone, unless there are extenuating circumstances requiring the officer to initiate alone. Use of discretion is essential in this type of decision making.
  - 2. The Primary Officer will notify Public Safety Communications (PSC) of the situation, location and direction of travel, description of the vehicle and number of visible occupants, and request for assistance.
  - 3. The Primary Officer will continue to follow the vehicle until backup arrives.
  - 4. Upon the arrival of the Secondary Officer, strategically plan the best area to conduct the stop.
  - 5. Ensure the MDVR is recording, activate emergency lights and direct the subject(s) to stop.
  - 6. The desired number of police vehicles on scene prior to contact with suspects involved in a high risk traffic stop is four; however, officers must use discretion when emergency situations arise resulting in the need to initiate the traffic stop without this number of units on scene.
  - 7. Officers will not approach the occupied vehicle unless all other means of extraction have been exhausted and other units have been advised of the intent to approach the vehicle.
  - 8. Position the police vehicles tactically and follow training guidelines related to high risk traffic stops including ordering the suspects out of the vehicle.
  - 9. Once all suspects are out of the vehicle and compliant, the suspect vehicle should be searched and secured.
  - 10. Ensure a supervisor is notified of the incident if he/she has not already acknowledged awareness of the incident.

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**B. Training**

1. All officers will receive training related to High Risk Traffic stops as part of the Plano academy while in recruit status.
2. Retraining related to High Risk Traffic Stops will be held as needed.

**C. Reporting**

All officers involved in the incident are responsible for completing all necessary reports by the end shift or immediately following the incident (for off-duty officers), to include offense/information reports and individual officer supplements. Reports should include the officer's actions and observations. Use of force paperwork will be completed on Felony Traffic Stops.