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	Traffic Stops		Page 1 of 3
	Issued By: Chief Andre Anderson	<div>CALEA Standards</div> <div>61.1.7</div> 	
Effective: 12/10/1997	Updated: 05/02/2024		
Last Reviewed: 05/02/2024			

I. Purpose

The purpose of this order is to establish uniform enforcement policies and procedures for contact with potential traffic law violators.

II. Policy

The enforcement of traffic laws is an important function of the Police Department. Citizen safety and voluntary compliance by the public with traffic laws is the goal of traffic enforcement.

It is recognized that officers will encounter traffic violations of varying types and degrees of severity. Unless specific enforcement action is mandated by departmental directive or by a supervisor, the appropriate enforcement action will be left to the discretion of the individual officer.

III. Procedure

- A. All officers contacting traffic violators shall do so in a fair, and professional manner. Correcting unsafe driving habits of violators can best be achieved by officers taking the necessary enforcement action and communicating with traffic violators in a courteous and professional manner.



Professional image, dress, grooming, language and emotional intelligence are qualities expected from officers conducting traffic stops.

- B. Officers shall greet the motorist in a professional and courteous manner, including identifying oneself by rank, name and the nature of the stop. An exception is if the circumstance of the stop is impractical, such as a felony stop.



1. An example of such greeting is as follows:

- a. ***"Hello, my name is (rank; last name) and the reason I stopped you is..."***

2. Some factors an officer may consider upon making a legal traffic stop:

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- a. Signs of emotional distress.
 - b. The presence of alcohol or drug impairment.
 - c. Physical or mental disability which may be affecting their driving.
 - d. Seatbelt use.
 - e. Evidence of a crime.
 - f. Records/warrant check.
3. Officers shall not prolong a traffic stop by contacting a driver's parole/probation officer or otherwise investigate whether the driver is in violation of their conditions unless the officer has independent reasonable suspicion that the driver is violating one or more parole/probation conditions.
4. If a citation is issued, officers are encouraged to communicate the following to violators prior to the conclusion of a traffic stop:
 - a. Type of Citation
 - b. The court of jurisdiction.
 - c. Whether a court appearance is optional or mandatory.
 - d. The date and time to appear or timeframe in which they must respond to the citation.
 - e. Information on how they can pay the citation if an appearance is not necessary.
 - f. The Instructions on the violator's citation copy; and
 - g. Any other necessary information.
 - h. Officers should refrain from advising the motorist as to the cost of a citation. Costs are set by the courts and fluctuate.
 - i. Officers should make every effort to ensure that violators understand when and where to appear.
5. Data Collection:
 - a. Officers will document all traffic stops including warnings in the following ways.
 - 1) Perceived ethnicity and gender of the driver
 - 2) Date, time, duration and location of the stop

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- 3) Reason for stop (based on categories currently available via the Records Management System)
 - 4) Actions taken such as warnings, citations, arrest, assist, search of the violator.
 - 5) Reason for any search
6. Foreign Diplomat: Refer to [P&P 062-005](#) Traffic Enforcement and Administration.
 7. Active Military Personnel: Officers may enforce traffic laws and ordinances with active-duty military personnel; however, active-duty military personnel are exempt from carrying a driver's license in certain situations under [MCL 257.302](#).
 8. United States Senators and Representatives are exempt from arrest during sessions and while traveling to and from sessions. Officers may issue citations and notices to appear, but will not make a custodial arrest, except for cases of treason, a felony, or breaches of the peace (such as assault or OWI).