

	POLICY & PROCEDURE	SERIES # <b>1012</b>	PAGE 1 OF 3
	SUBJECT  <p style="text-align: center;"><b>TRAFFIC UNIT</b></p>		EFFECTIVE DATE <b>08/30/11</b>
			OVERSIGHT <b>Operations</b>
	DISTRIBUTION <b>ALL MANUALS</b>	AMENDS/SUPERSEDES/CANCELS P&P # NEW POLICY	

I. PURPOSE:

The purpose of this policy is to establish the functions, duties and responsibilities of the Traffic Unit.

II. POLICY:

The Traffic Unit will have the responsibility for the basic function of traffic enforcement. These activities include selective enforcement operations, investigations of motor vehicle crashes, investigation of fatal traffic crashes, enforcement of commercial motor vehicle laws and investigation of complex hit and run traffic crashes with investigative follow-up.

III. DEFINITION:

The Traffic Unit will consist of the following:

- Traffic Unit Supervisor
- Motorcycle Unit
- Motor Carrier Unit
- Fatal Crash Team

IV. PROCEDURE:

A. Responsibilities:

1. The Traffic Unit will have the responsibility of investigating all fatality motor vehicle accidents (see P&P 1011) or the imminent probability of fatality due to a motor vehicle crash.
2. Patrol areas within the City of Hampton to enforce traffic and criminal law violations. Utilize traffic radar/lidar for speed enforcement activities.
3. Note suspicious persons and unusual conditions and make preliminary investigations.

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APPROVED:  
CHIEF OF POLICE



4. Ascertain information from citizens to aid in the investigation of crimes.
5. Report hazards that endanger public safety such as malfunctioning traffic signals, downed/missing signs, etc.
6. Arrest violators for misdemeanors and felonies. Accompany prisoners to headquarters or jail and complete a report of events leading to and surrounding the arrest. Confer with Commonwealth Attorney or City Attorney to coordinate courtroom testimony.
7. Appear in court as the arresting officer, reporting person, witness or person with knowledge.
8. Participate in community relations/public display of activities of the Division equipment and to answer questions regarding the unit's purpose. Provide escort services for funerals and parades.
9. Investigate traffic accidents and render first aid to injured persons. Direct and reroute traffic around accidents or other disruptions. Conduct follow-up investigations on Hit and Run accidents.
10. Provide the public with general information on laws, ordinances and services available from the city and state. Provide directions to lost persons and motorists.
11. Enforce Commercial Motor Carrier laws within the City of Hampton.
12. Perform other related duties as required to ensure successful completion of the division's mission.

#### B. Qualifications

1. Application must be endorsed by their current Unit Commander, and a current performance appraisal on record indicating a "surpassed" (4) or above.
2. Applicant must have the ability read and understand complex laws, policies and procedures, and comply with the Division's rules and regulations.
3. Applicant must have the ability to follow written and oral directions; able to work outdoors within all weather conditions; must score eighty (80) or higher on Division firearm qualifications with Division issued firearm.
4. Applicants must be highly self-motivated, self-supervising, and productive, with the ability to adopt a flexible work schedule. Must have an overall physical assessment of a three (3) or higher.
5. Applicant must not have been involved in any preventable police vehicle accidents in the last twelve-month period.

6. Applicant shall not have had any suspensions during the twelve (12) months preceding the application.

C. Training:

1. Preferably the applicant has previously completed an 80 hour Basic Accident Investigation class, or must successfully complete such training in the next available class to maintain the assignment. Applicant must demonstrate an extreme proficiency within the field of accident investigation.
2. Advanced Accident Investigation training may be provided after assignment to the Traffic Unit. If so, successful completion of this training will be required to maintain the assignment.
3. Other specialized training such as Motorcycle Officer and Motor Carrier Team Officer will be addressed in separate policies.

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