



SYKESVILLE POLICE DEPARTMENT

Traffic Enforcement Administration

General Order 5-2 Effective: 08/31/17

Authorized by: *Michael A. Spaulding* Chief of Police

I. PURPOSE

To provide the procedures for traffic administration and selective enforcement.

II. POLICY

It shall be the policy of the Sykesville Police Department to establish Traffic Administration. Traffic Administration consists of the following sections: Traffic Component, Traffic Functions, Performance Objectives, and Shared Responsibilities.

III. PROCEDURES

A. Traffic Component

Patrol Operations will have the primary responsibility for coordination and delivery of the Office's traffic enforcement efforts and services. The Chief of Police or his designee shall coordinate planning and analysis activities with the Maryland State Highway Administration and other local and county agencies.

B. Traffic Functions

1. Patrol Operations will have primary responsibility for traffic functions to include:

- a. Routine collision investigations including hit and run collisions and collision investigation follow-up.
- b. Routine patrol in an effort to deter and/or identify traffic law violations.

2. Selective Enforcement

- a. Operation of speed measuring devices.
- b. Traffic law enforcement.
- c. Traffic complaints.

3. Patrol Operations will also be responsible for the following functions:

- a. Traffic safety education and public information.
- b. Liaison with local traffic safety groups.

C. Performance Objectives

Patrol Operations will develop written performance objectives for the delivery of traffic related services and should include such objectives in the formulation of Patrol Operations goals and objectives. The objectives will be reasonable, attainable and measurable where possible, yet provide sufficient flexibility to permit change as needed.

D. Shared Responsibility

Since there is a close relationship between traffic enforcement and other law enforcement activities, the responsibility for enforcing traffic laws is shared by all officers of the Sykesville Police Department.

E. Selective Traffic Enforcement

Selective traffic enforcement is the primary responsibility of Patrol Officers. Selective traffic enforcement functions include the following procedures:

1. Analysis of traffic collisions will include patrol area, day of week, and time of day.
2. This and other information is gathered from the collision report submitted to the state through the ACRS system.
3. Complaints from residents about traffic law violations.
4. Deployments of the radar display speed trailer.
5. Analysis of traffic enforcement activities will be performed by the Group Supervisor or his designee on a monthly basis. The traffic complaints received during the month will be reviewed, as well as the citations written, to determine if adequate enforcement is being applied to the identified high collision rate locations. This analysis enables the Supervisors to identify enforcement problems in order to deploy personnel and equipment resources effectively.
6. Selective enforcement shall be undertaken in those areas where analysis of traffic collisions and violations indicates that special attention is needed. Patterns of causes and/or sudden increases in the number and severity of collisions or violations are reasons for extra enforcement activity at a given location. When the State Highway Administration becomes aware of a particular problem that may or may not be reflected in collision report data, communication between the agencies will occur if necessary and steps will be taken to correct the problem.

7. As a general policy, speed detection devices (RADAR & LASER) will be utilized in the enforcement of speed law enforcement.

F. Assigning Selective Enforcement Activity

1. Selective enforcement activities will be based upon analysis of the traffic collision data compiled from traffic collision reports to provide effective countermeasures against factors contributing to traffic collisions. Enforcement efforts will then be directed toward that behavior contributing to collisions. For example, if left turn violations contribute to a high number of collisions at a particular intersection, selective enforcement activity will be assigned to that intersection.
2. In cooperation with the Maryland State Highway Administration, the Police Department shall conduct statistical and visual surveys to determine by location, time and day of week the predominant violations that are causing collisions. Patrols shall be employed to:
 - a. Observe and report traffic flow;
 - b. Look for improper driving behavior;
 - c. Be alert for hazardous environmental conditions;
 - d. Identify and act on emergency and other service needs.
3. It must be stressed that selective enforcement activities are performed in conjunction with routine patrol responsibilities.
4. Deployment of patrol personnel for selective traffic law enforcement shall be based on analysis of traffic collisions and traffic related calls for service covering the most recent three year period. This information will be obtained from the last three annual traffic collision report summaries. These summaries will be updated once each year in order to follow any new trends. These summaries shall be examined to provide data that includes all seasons of the year and allows for variations that occur as the result of weather, population shifts and monthly or seasonal increases or reductions in the traffic volume.
5. All officers conducted selective enforcement shall document their efforts on a Call for Service in the Interact RMS. A notation will be made as to the numbers of citations, warnings, SERO's generated during each initiative.

G. Program Evaluation

On a yearly basis, the Sykesville Police Department will evaluate the selective traffic law enforcement program. This review will attempt to ascertain whether selective enforcement efforts have met their objectives. A report will be submitted to the Chief of Police summarizing the evaluation.

IV. CANCELLATIONS

This General Order cancels and replaces the following policies: General Order 61.1 & 61.2, entitled Traffic Enforcement Administration and Traffic Enforcement, dated December 26, 2001.