



# SAN ANTONIO POLICE DEPARTMENT GENERAL MANUAL



## *Procedure 617 – Traffic Direction and Control*

Office with Primary Responsibility:	TSC	Effective Date:	July 31, 2010
		Prior Revision Date:	October 01, 2009
Office(s) with Secondary Responsibilities:	PSC, PNC	Number of Pages:	2
Forms Referenced in Procedure:	None	Related Procedures:	None

### **.01 INTRODUCTION**

- A. This procedure provides guidelines for the manual direction and control of vehicle and pedestrian traffic around accidents scenes, fire scenes, and other hazards on or near roadways, and during special events.
- B. The purpose of this procedure is to maintain an orderly flow of traffic, prevent traffic congestion, and to ensure the safety of all officers, motorists, and pedestrians.

### **.02 POLICY**

- A. Manual traffic direction and control is performed in emergency situations, at special events, and at locations designated by supervisory officers until temporary traffic control devices can be placed into operation.
- B. Officers perform manual traffic direction and control activities in accordance with instructions outlined in the Traffic Point Control Manual issued by the Police Training Academy.
- C. All officers will wear the issued safety vest or regulation reflective rainwear while directing or controlling traffic.

### **.03 UNIFORM HAND SIGNALS, GESTURES, AND OTHER EQUIPMENT**

- A. All officers use the uniform hand signals and gestures listed in the Traffic Point Control Manual while directing or controlling traffic.
- B. All officers shall also use a whistle to direct and control vehicle or pedestrian traffic. The whistle is used as follows:
  - 1. One (1) long blast to indicate STOP;
  - 2. Two (2) short blasts to indicate GO; and
  - 3. Several short blasts to get the attention of drivers or pedestrians who do not respond to a given signal.
- C. Officer will also use other equipment listed below to help them direct and control vehicle and pedestrian traffic.
  - 1. Marked police vehicles with emergency lights;
  - 2. Flares;
  - 3. Traffic cones and barricades;
  - 4. Traffic signs; and
  - 5. Flashlights with cones.

### **.04 MANUAL OPERATION OF TRAFFIC CONTROL LIGHTS**

- A. A supervisory officer may authorize the manual operation of traffic control lights under the following conditions:
  - 1. In the event of an emergency;
  - 2. If a malfunctioning traffic control light is causing a traffic hazard; and



# SAN ANTONIO POLICE DEPARTMENT GENERAL MANUAL



## *Procedure 617 – Traffic Direction and Control*

3. Any time the manual operation is for the purpose of traffic safety.

B. When officers manually operate a traffic control light due to a malfunction, the officers shall remain at the location until the arrival of a repair crew.

### **.05 TRAFFIC DIRECTION AND CONTROL AT SCENES OF TRAFFIC CRASHES**

A. The first officers arriving at the scene of a crash shall utilize the emergency lights and flashers on their marked vehicles to warn approaching vehicles of any traffic hazards.

B. Officers at the scene of a crash take the necessary steps to allow for the safe flow of traffic around the scene. Necessary steps might include:

1. The use of flares or other equipment;
2. Moving vehicles from the roadway;
3. Requesting additional officers for traffic and crowd control; and
4. Requesting wreckers, sand trucks, or fire units.

### **.06 TRAFFIC DIRECTION AND CONTROL DURING IMPOUNDING FOR TRAFFIC VIOLATIONS**

A. Officers will direct and control traffic when necessary to ensure the safety and well-being of the driver and/or occupants of any vehicles that are being impounded for traffic violations.

B. Officers shall remain at the scene until the driver and/or occupants are safely removed from the area. Additionally, he will ensure that the vehicle has been removed from the roadway and traffic conditions have returned to normal.

### **.07 TRAFFIC DIRECTION AND CONTROL AT SCENES OF FIRES**

A. Officers direct and control traffic at fire scenes, as needed, to expedite the flow of vehicle traffic and to safeguard pedestrians.

B. Officers shall honor requests for traffic and crowd control from fire department personnel at or in the vicinity of a fire scene.

C. Officers shall remain at the scene of a fire until all fire department equipment is removed from the roadway and traffic conditions have returned to normal.

### **.08 TRAFFIC DIRECTION AND CONTROL DURING ADVERSE ROAD AND WEATHER CONDITIONS**

A. During periods of adverse weather or road conditions officers shall provide traffic direction and control on an emergency basis.

B. When additional assistance or equipment is needed for traffic direction and control from the City Public Works Department or the State Highway Department, on-call personnel from these departments are notified as soon as possible.

### **.09 TEMPORARY TRAFFIC CONTROL DEVICES**

A. Temporary traffic control devices such as barricades and signs may be utilized for traffic direction and control at parades, sporting events, and other large gatherings to help officers control vehicle and pedestrian traffic.

B. Officer utilizing temporary control devices shall remove the devices from the roadway when the devices are no longer needed to control traffic.

C. Supervisory officers shall notify the Public Works Department, or other department providing the temporary devices, as to the location, number and types of temporary devices needed, and when to pick up the temporary devices.