

CAMBRIDGE POLICE DEPARTMENT

Title: *TRAFFIC DIRECTION AND CONTROL* **Procedure: 4.611**

Date Issued:

Revised:

PURPOSE:

To provide guidelines and Department policy for traffic direction and control.

POLICY:

Traffic direction and control include personnel, equipment and procedures designed to promote the safe and efficient movement of vehicles and pedestrians.

The Department will carry out its responsibilities in concert with other authorities by providing and directing personnel and other resources in numbers and kinds to deal with expectations concerning the need for traffic direction and control services.

PROCEDURE:

TRAFFIC DIRECTION AND CONTROL FUNCTION

1. Traffic direction and control functions are performed by sworn officers. Officers are responsible for the orderly and safe flow of vehicular and pedestrian movement.

2. Personnel frequently must perform traffic direction/control activities at times and places where police intervention is required until the traffic flow problem is resolved. The majority of traffic control and direction will be unstaffed mechanical devices, signals and signs.

3. Personnel may be assigned to perform specific traffic control functions at special events or for temporary special needs such as parades, funeral processions, traffic accidents, fires, etc.

4. Personnel will adhere to the guidelines outlined in this Procedure when

performing traffic direction and control functions.

5. Officers at school crossings are specifically assigned to provide traffic control at locations where there are identified needs to facilitate the movement of children to and from school.

MANUAL TRAFFIC DIRECTION

1. The criteria for determining locations where manual direction of traffic will be performed may include:

traffic volume and speed;
number of pedestrians present;

duration of the congestion; and,

presence and types of mechanical traffic control devices.

2. Manual direction of traffic by Department personnel will be handled in a manner that would enable drivers and pedestrians to recognize and respond to verbal and gestured motions.

3. To stop traffic, personnel extend their arm outward with the palm toward the car to be stopped. Personnel may use verbal and/or whistle commands to enhance the physical gesture.

4. To start traffic from a stopped position personnel will extend their arm and index finger toward and look directly at the driver to be started, and with the palm up, the pointing arm is moved at the elbow in a manner to indicate that the traffic may now

proceed. This is done by swinging the arm upwards (from the elbow down) toward the direction in which traffic is to flow.

5. To allow right turns personnel shall gesture to the driver of a vehicle turning right to perform the turn by extending the arm toward the direction in which the turn is to be made.

6. Left turns are to be made only when there is a gap in traffic or oncoming traffic is completely stopped. Personnel will point in the direction of the turn when such movement can be made safely.

7. Personnel may use flashlights or road flares while manually directing traffic. These will be used in a manner to enhance visibility.

8. Personnel should remain calm and professional whenever directing traffic. There are times when drivers and pedestrians do not understand or may be confused because of the surrounding circumstances. Personnel will handle these instances with courtesy and professionalism within the guidelines of accepted procedures.

9. All personnel involved in manual traffic direction and control will wear the high visibility reflective vest.

TRAFFIC CONTROL SIGNAL

1. The on duty Supervisor must approve the switching, from automatic to manual operation, of any traffic control signal. Personnel may adjust the signal to the "Flash" mode if this will not cause undue problems to relieve any traffic congestion.

2. Personnel shall immediately notify the on duty Supervisor and the communication center of any malfunctioning traffic signal so the problem can be brought the attention of the proper authority for repair.

3. When the traffic signal has lost power completely, personnel shall advise their the on duty Supervisor and communications in order that the Department of Public Works can be notified.

4. Temporary traffic control devices that can be used include: moveable barriers; portable signs; high visibility cones; and other similar apparatus intended for limited use to assist in t

5. Temporary traffic control devices may be deployed in support of traffic direction and control activities only with specific approval of the Supervisor. Temporary traffic control devices will normally be used only in the case of an emergency, such as a serious accident or natural disaster.

6. At the discretion of the Supervisor the temporary traffic control devices will be removed or deactivated as traffic warrants.

SPECIAL EVENTS

1. Special events are any activities that may involve large amounts of vehicular and/or pedestrian traffic. These may include parades, picketing, demonstrations, and road maintenance. Personnel will assist in control of movement in the area to ensure no unusual problems.

2. The Department will coordinate the traffic direction and control functions for any scheduled special event.

3. A Staff Officer or his designee will be assigned to participate in planning for the event.

FIRE SCENES

1. Personnel on the scene of fires will assess the hazards present and take action to minimize further danger to life and damage to property. These may include directing traffic and/or evacuating the immediate area.

2. Personnel will assist the Fire Department in making sure the scene is clear for emergency vehicles to enter, but restrict entry to unauthorized vehicles or pedestrians.

3. The Police Department will work with the Fire Department to handle emergency scenes and to develop and implement plans and procedures for such scenes.

ADVERSE WEATHER AND ROAD CONDITIONS

1. Dangerous road conditions may arise out of many situations. These include accidental hazards such as downed power lines and debris, or natural causes such fog, ice, snow and flood waters.

2. Personnel will be cognizant of changing weather conditions so emergency measures can be taken if warranted. This includes calling out public work crews. Personnel shall first notify a supervisor of any problem so he can determine the proper course of action.

3. Personnel are expected to provide such traffic direction, control and scene protection services as are appropriate.

ESCORTS

1. Emergency escorts, the use of a police vehicle using emergency lights and siren to lead the way for a civilian vehicle, is prohibited. Emergency escorts are extremely dangerous to the officer and motorist.

2. If the request for the emergency escort is because of a medical problem the officer should summon an ambulance to the scene.

3. All requests for non-emergency escorts will be routed to the Operational Lieutenant or his designee.

4. Non-emergency escorts would include:

- Parades
- Public officials and dignitaries
- Funerals

- Oversized construction vehicles
- Vehicles with hazardous cargo

5. When the Department elects to honor a request for a scheduled escort, the following elements will be established:

The trip route and vehicles involved.

Speed to be maintained along the route.

If emergency equipment will be used.