ST. PETERSBURG POLICE DEPARTMENT	DATE OF ISSUE	EFFECTIVE DATE	NUMBER
INSTRUCTIONAL ORDER	August 2017	Immediately	**V.5:09**
	Distribution: All Employees		

Subject: **AUXILIARY TRAFFIC SERVICES**

Index as: Dignitary Visits/Escorts; Escorts; Roadway Hazards; Stranded Motorists; Traffic Services

Accreditation Standards: 41.2.4, 61.4.1, 61.4.2, 61.4.4
Cross Reference:
Replaces: I.O. V.5:9, Auxiliary Traffic Services (December 18, 2024)

This Order establishes procedures for providing services indirectly related to traffic flow. It consists of the following sections:

I. General Assistance
II. Stranded Motorists
III. Hazardous Roadway Conditions
IV. Hazardous Materials on the Roadway
V. Dignitary Visits and Escorts

I. GENERAL ASSISTANCE

A. The Department will provide information related to traffic law and traffic safety.

1. Informal requests for information will be courteously and promptly answered.

2. Requests for formal presentations or speaking engagements will be directed to the Traffic Section Lieutenant.

3. Traffic safety information will be disseminated by the Traffic Section and the Community Awareness Division.

B. Employees will courteously provide direction and information when requested by motorists or pedestrians.

C. When necessary, officers will make use of temporary traffic control devices such as cones and barricades, etc. to ensure safe and expedient traffic flow.

II. STRANDED MOTORISTS

A. Sworn personnel encountering a stranded motorist will:

1. Stop and offer assistance; or, if encountered while responding to a call for police services as directed by the Emergency Communications Center, request another unit to respond to help assure the safety of the motorist.
   a. When practical, strategically park the police vehicle to protect the stranded vehicle until it is removed.
   b. Activate the emergency warning lights to increase the visibility of the police vehicle.

2. Coordinate, via radio, a wrecker or repair service as requested by the motorist and ensure that help arrives in a timely manner.

3. Request the contract wrecker service which provides 24-hour emergency road service.

NOTE: Officers should advise the motorist that the contract wrecker service will charge a fee and City is not responsible for any charges incurred.

B. Employees will not perform, or use City equipment for, any type of repair work on the disabled vehicle. This includes siphoning of fuel, providing a City vehicle for a jump-start, etc.

C. In the interest of safety, officers may consider transporting the motorist to a safe location when in a hazardous location or environment.

III. HAZARDOUS ROADWAY CONDITIONS

A. Roadway Debris

1. Accident debris will be removed by the wrecker service removing the accident vehicle.

2. If there is no wrecker service and the debris is too extensive for the officer to remove, the officer will notify the Emergency Communications Center, which will coordinate the response of the appropriate City department to clean up the debris.

3. Debris in the roadway, unrelated to an accident or incident, will be reported to the Emergency Communications Center which will coordinate its removal by the appropriate City department.

4. Drivers of vehicles dropping debris will be made aware of the situation and required to remove it. If appropriate, they will be cited.

B. Roadway defects will be reported to the Emergency Communications Center, which will coordinate the response of the appropriate City department.

C. Improperly operating mechanical traffic control devices and damaged, down, missing, improper, or visually obstructed signs will be reported to the Emergency Communications Center, which will coordinate the response of the appropriate City department.

D. The on-scene officer will ensure the safety of motorists encountering defects in the roadway, debris, inoperative traffic control devices, or damaged signs.

E. Scenes of Working Fires

1. Although two (2) police units are the standard response, additional units may be needed to:
   a. Protect hose lines crossing roadways;
   b. Ensure a safe area of operation for fire personnel and equipment by controlling traffic entering the area.

2. When necessary, officers should coordinate their activities with the Incident Commander who will usually be located near the on-scene command post.

IV. HAZARDOUS MATERIALS ON THE ROADWAY

A. Hazardous material control or removal will be handled by the Fire Department. The officer will take the following actions and precautions:

1. Be alert for standardized placards describing hazardous materials and markings required on vehicles.

2. When encountering a hazardous material in an accident or other incident (for example, leaking), the officer will:
   a. Request the Fire Department's assistance;
   b. Move and keep people away from the incident scene;
   c. Not walk into nor touch any spilled material;
   d. Avoid inhalation of all gases, fumes and smoke, even if no hazardous materials are involved;
   e. Never assume that gases or vapors are harmless because of lack of odor.

B. Officers will assist the ranking Fire Department official in abating the emergency.

V. DIGNITARY VISITS AND ESCORTS

A. Requests for traffic assistance for dignitary visits and escorts will be directed to the Uniform Services Bureau Assistant Chief or designee.

B. The visitor’s itinerary, developed in coordination with the Intelligence Unit, will indicate routes, locations and duration of stops.

1. Itinerary changes will be coordinated with the Intelligence Unit.

2. The Intelligence Unit will notify the Uniform Services Bureau Assistant Chief, or designee, as soon as changes become available, to ensure proper adjustment of personnel assignments.

C. Providing personnel needed for traffic and crowd control will be the responsibility of the Uniform Services Bureau Assistant Chief or designee.

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Anthony Holloway
Chief of Police