



# 2017 VIRGINIA LAW ENFORCEMENT CHALLENGE APPLICATION

Applications are due to [VLEC@vachiefs.org](mailto:VLEC@vachiefs.org) by **Friday, May 5, 2017**, by **11:59 PM**

Click here for a copy of the LEC How-To Guide: <http://bit.ly/2pG1F0j>

Agency (as it would appear on an award): Stafford County Sheriff's Office

Agency Category: County Sheriff's Office

Total Number of Sworn Personnel: 192 Total Number of Uniformed Officers on the Street: 79

Submitter(s) (main point of contact for application): Sergeant J.J. Forman

Department: Stafford County Sheriff's Office

Address: 1225 Courthouse Rd City: Stafford State: VA Zip: 22554

Submitter Phone: 5402957743 Submitter Email: [jforman@staffordcountyva.gov](mailto:jforman@staffordcountyva.gov)

Department Head: Sheriff David P. Decatur Email: [ddecatur@staffordcountyva.gov](mailto:ddecatur@staffordcountyva.gov)

## APPLICATION ATTACHMENTS PACKET

### CHECKLIST

Each attachment should be no longer or larger than 10 pages and 10 MB.

- NLEC Application **(required)**
- Speed Awareness Narrative **(required)**
- Speed Awareness Policies **(required)**
- Impaired Driving Narrative **(required)**
- Impaired Driving Policies **(required)**
- Occupant Protection Narrative **(required)**
- Occupant Protection Policies **(required)**
- State/Local Issue Narrative **(required)**
- State Local Issue Policies **(required)**
- Special Award Application(s) (1 attachment including narratives and policies for each award) (optional)

## SPECIAL AWARD CONSIDERATIONS

- Impaired Driving\* \_\_\_\_\_
  - Occupant Protection\* \_\_\_\_\_
  - Speed Awareness\* \_\_\_\_\_
  - Bike/Pedestrian Safety \_\_\_\_\_
  - Commercial Motor Vehicle Safety \_\_\_\_\_
  - Distracted Driving \_\_\_\_\_
  - Motorcycle Safety \_\_\_\_\_
  - Technology \_\_\_\_\_
  - Traffic Incident Management \_\_\_\_\_
  - State/Local Issue is Special Award Consideration\*\***    **yes**        **no**
  - If yes, which one?*
- 

\*Your agency is automatically considered for this Special Award upon submission of NLEC application

\*\*Cannot be Speed Awareness, Impaired Driving, or Occupant Protection; must be chosen from other Special Awards

## SUBMISSION DISCLOSURE QUESTIONS

*Please answer the following questions to the best of your ability.*

1. Total roadway crashes in 2014: 2036
2. Total roadway crashes in 2015: 2260
3. Total roadway crashes in 2016: 2550
4. Total fatal crashes in 2014: 5
5. Total fatal crashes in 2015: 7
6. Total fatal crashes in 2016: 9
7. Total injury crashes in 2014: 875
8. Total injury crashes in 2015: 856
9. Total injury crashes in 2016: 973

### IMPAIRED DRIVING

*For guidance on completing your Impaired Driving attachments, please refer to page 5 of the How-To Guide:*

<http://bit.ly/2pG1F0j>

1. This agency has a written policy making impaired driving enforcement a priority: yes  no
2. Number of officers who received training in 2016 in impaired driving: 79
3. This agency participates in officer recognition programs for impaired driving detection and apprehension:  
yes  no
4. Number of Impaired Driving Arrests in 2014: 466
5. Number of Impaired Driving Arrests in 2015: 488
6. Number of Impaired Driving Arrests in 2016: 406
7. Total number of fatal and injury crashes related to Impaired Driving in 2016: 63
8. Percentage of fatal and injury crashes related to Impaired Driving in 2016: 9.73%
9. This agency is allowed to conduct Impaired Driving Checkpoints: yes  no
10. Number of Special Enforcement Efforts in 2016 for Impaired Driving (saturation patrols, checkpoints, etc.): 73
11. Output Statistics: How many DUI citations were issued in target areas?: 4
12. Output Statistics: How many DUI citations were issued during the target times?: 4
13. Output Statistics: How many contacts were made? (total): 613
14. Output Statistics: How many contacts in target areas?: 613

## OCCUPANT PROTECTION

For guidance on completing your Occupant Protection attachments, please refer to page 6 of the How-To Guide:

<http://bit.ly/2pG1F0j>

1. This agency has a written policy making safety belt and child passenger safety enforcement a priority: yes  no
2. This agency has a written policy requiring officer safety belt use: yes  no
3. Does your state have a Primary Seat Belt Enforcement Law?: yes  no
4. Your state's average safety belt use percentage rate in 2016:
5. Your jurisdiction's safety belt use percentage rate at the beginning of 2016:
6. Your jurisdiction's safety belt use percentage rate at the end of 2016:
7. Number of officers who received training in 2016 in occupant protection:
8. This agency participates in Saved by the Belt/Air Bag (officer and/or citizen) awards programs: yes  no
9. Number of Seat Belt Citations in 2014:
10. Number of Seat Belt Citations in 2015:
11. Number of Seat Belt Citations in 2016:
12. Number of Child Seat Citations in 2014:
13. Number of Child Seat Citations in 2015:
14. Number of Child Seat Citations in 2016:
15. Number of Special Enforcement Efforts in 2016 for Occupant Protection:
16. Output Statistics: How many citations were issued in target areas?:
17. Output Statistics: How many citations were issued during the target times?:
18. Output Statistics: How many contacts were made? (total):
19. Output Statistics: How many contacts were made in target areas?:

## SPEED AWARENESS

For guidance on completing your Speed Awareness Submission attachments, please refer to page 8 of the How-To

Guide: <http://bit.ly/2pG1F0j>

1. This agency has a written policy making speed enforcement a priority: yes  no
2. Number of officers who received speed-related training in 2016:
3. This agency participates in officer recognition programs for speed detection and apprehension: yes  no
4. Number of Speeding Citations in 2014:
5. Number of Speeding Citations in 2015:
6. Number of Speeding Citations in 2016:
7. Total number of 2016 fatal and injury crashes related to speed:
8. Percentage of 2016 fatal and injury crashes related to speed:
9. Number of Special Enforcement Efforts in 2016 for Speed:
10. Output Statistics: How many citations were issued in target areas?:
11. Output Statistics: How many citations were issued during the target times?:
12. Output Statistics: How many contacts were made? (total):
13. Output Statistics: How many contacts were made in target areas?:



# Stafford County Sheriff's Office

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Law Enforcement Challenge  
Impaired Driving



## IMPAIRED DRIVING

### PROBLEM IDENTIFICATION

The enforcement of impaired and drugged driving continues to be a priority for the Stafford County Sheriff's Office. Stafford's growing population, which has increased 18.3% since 2007, and 1.7% since 2015, has led to increased development. While the Board of Supervisors strives to build a more pedestrian-friendly community overall, the fact is that restaurants and bars are spread out and patrons have to drive to and from them, increasing the risks for impaired driving. History has also shown that impaired driving tends to increase during holidays and special events, many of which take place during the evenings on the weekends. For example, in 2015, 80% of alcohol-related fatal crashes took place in the 9 p.m. – 3 a.m. time period, and 80% of those crashes took place on Sundays and Mondays.

The highest time period in 2015 for alcohol-related serious injury crashes was in the 6 p.m. – 9 p.m. time period with 50% of these injuries occurring on Saturday.

The Stafford County Sheriff's Office's policy on alcohol enforcement reflects this trend, stating the following:

*Driving under the influence of intoxicants is an offense generally associated with leisure-time activity. Consequently, most arrests are made during evening hours or in the early morning hours after taverns close or social gatherings end. Although, the intoxicated driver may be observed any day of the week, weekends and holidays reflect an increase of offenses and arrests.*

Although our current population of youth who might be prone to underage drinking is small, as our population continues to grow, so does the number of new and inexperienced drivers who may partake in underage drinking and impaired driving. The Sheriff's Office prefers to take a proactive stance with these and drivers of other ages by using public information and education to teach them to drive sober or don't drive at all.

|             | % of Population |
|-------------|-----------------|
| Age         |                 |
| 15-19 years | 8.1%            |
| 18-24 years | 10.3%           |
| 20-24 years | 7.4%            |

*Stafford's younger population groups*

## POLICY

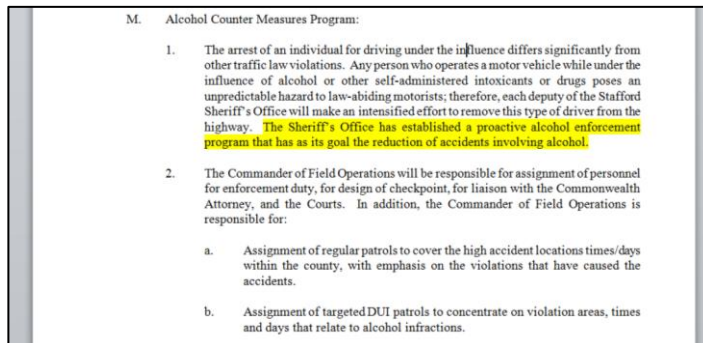
To support its proactive approach to impaired driving, the Stafford County Sheriff's Office has several policies in place. The Stafford County Sheriff's Office Manual of General Orders includes Order 06-01 titled: *Traffic Law Enforcement Constitutional Safeguards*, which prescribe procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts.

Section M of the Policy, titled *Alcohol Counter Measures Program*, states that "any person who operates a motor vehicle while under the influence of alcohol or other self-administered intoxicants or drugs poses an unpredictable hazard to law-abiding motorists; therefore, each deputy of the Stafford Sheriff's Office will make an intensified effort to remove this type of driver from the highway." In addition, the policy states that "The Sheriff's Office has established a proactive alcohol enforcement program that has as its goal the reduction of accidents involving alcohol."

The policy further states that the Commander of Field Operations is responsible for assigning regular patrols to cover the high accident locations times/days within the county, with emphasis on the violations that have caused the accidents as well as the assignment of targeted DUI patrols to concentrate on violation areas, times and days that relate to alcohol infractions.

Section M makes it clear to deputies that they must prioritize enforcement of all alcohol-related violations, not just DUI.

Section O of the policy outlines DUI Enforcement Procedures, including factors to consider in a deputy's decision to make an arrest. The policy states the following:



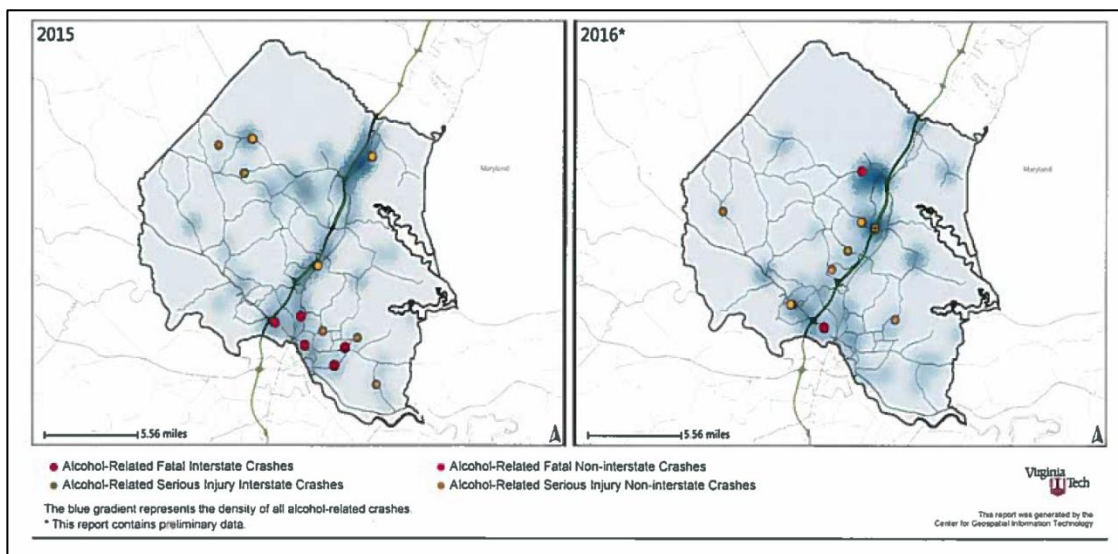
### *Alcohol Counter Measures Program*

The test results and driving behavior should be collectively weighed in the decision to make an arrest; however, the suspect driver may refuse these tests. If so, the deputy may arrest on the basis of observations of driving behavior and suspects physical actions. The suspect driver whose dexterity performance is unacceptable, yet chemical test reveals no alcohol consumption, should be carefully observed for signs indicating drug usage or abuse. Deputies may also arrest in this case on the basis of observations of driving behavior and dexterity alone.

## PLANNING

At the beginning of each year, prior to the DUI and other alcohol-related campaigns beginning, the Sheriff's Traffic Safety Unit (TSU) plans and organizes the strategies that will be used to combat impaired driving using its "Survive the Drive" campaign document. Survive the Drive is a public safety initiative that aims to provide education, information, and solutions to keep the roadways of Stafford County safe. The campaign focuses on educating all drivers about safe driving practices in relationship to speeding, driving under the influence, and discussing occupant protection, coupled with appropriate enforcement tactics, will aid us in reducing crashes, injuries and deaths on Stafford roads.

In addition to this planning document, the TSU reviews prior year crash data provided by the DMV to determine how many were alcohol-related, where the crashes occurred, what time of day (or night), and when during the month they took place. The team then uses this information to determine where to set up checkpoints and increase patrols and enforcement. The map below is one example of the alcohol-related crash data that our team analyzes.



The TSU also publicizes our campaign efforts around holidays during which individuals may drink more than usual. For example, in 2016, we promoted the following campaigns and increased our public information and enforcement efforts during the campaigns:

**February 5-7, 2016** – Drive Sober or Get Pulled Over (Super Bowl Campaign)

**March 17, 2016** – Drive Sober or Get Pulled Over (St. Patrick's Day Campaign)

**May 4-6, 2016** – Drive Sober or Get Pulled Over (Cinco de Mayo Campaign)

**May 22-25, 2016** – Drive Sober or Get Pulled Over (Memorial Day Campaign)

**July 2-5, 2016** – Drive Sober or Get Pulled Over – July 4<sup>th</sup> Campaign

**August 17-September 5, 2016** – Drive Sober or Get Pulled Over (Labor Day Campaign)

**October 10 – November 1, 2016** – Drive Sober or Get Pulled Over – Halloween Campaign

**November 28 – December 15, 2016** – Drive Sober or Get Pulled Over – Holiday Season Wave #1

**December 16 – January 2, 2016** – Drive Sober or Get Pulled Over – Holiday Season Wave #2

Supporting these campaigns helps the Stafford Sheriff's Office promote Virginia's Strategic Highway Safety Plan. Strategy 2 of the plan's Impaired Driving Emphasis Area Plan calls for the agencies to continue and enhance high visibility DUI/DUID enforcement programs. The "Drive Sober or Get Pulled Over" effort is a well-known campaign of the National Highway Traffic Safety Administration and Stafford supports this throughout the year.

## **TRAINING**

Prior to each DUI campaign, roll call training is conducted to update all deputies with changes to the laws and court procedures as well as an overview of acceptable field sobriety tests. At the beginning of our 3-D campaign, which runs from end of November until the first weekend in January, each deputy is given refresher training in Department Policy on DUI arrest, procedures and evidence documentation, and NHTSA standardized field sobriety testing procedures, which is presented by the Commonwealth Attorney's Office and Sergeant William Johnson who is a Senior FST instructor for the State. All deputies receive training in the academy on DUI enforcement and arrest procedures. Once out of the academy, each new deputy must receive additional training during their FTO process.

In 2016, we sent 19 deputies to Intoxilizer school to become certified to operate the EC/IR II Intoxilyzer machine. All sworn employees have received initial Standard Field Sobriety Training and all patrol/traffic deputies receive refresher training in December prior to the holiday enforcement waves. In addition, all sworn deputies are trained and certified as Initializer Operators.

## **PUBLIC INFORMATION AND ENFORCEMENT**

Throughout 2016, the Stafford Sheriff's participated in many national campaigns by creating additional campaigns for smaller local events. Prior to and during each event, we used mobile message boards, press releases, social media such as Facebook and Twitter, as well as visiting local 7-11 and WaWa stores placing campaign flyers educating and informing the public on the consequences from indulging in activities that could lead to criminal charges. We used messages that are already publicly known such as "Drive Sober or Get Pulled Over" and "Drink Responsibly" to help educate the public. Our education usually includes information about the safety campaign, and we also tell the public where we will be conducted stepped up enforcement details in the community and encourage them to use Uber or to ride with a designated driver. We conducted the following campaigns in 2016:



**February 5-7, 2016** – Drive Sober or Get Pulled Over (Super Bowl Campaign). Our TSU staff works with local media and uses social media to relay its main message: “Fans Don’t Let Fans Drive Drunk.” The staff urges individuals to use good judgement for their Super Bowl parties and tells them that if they celebrate too much, they should stay at their location, use a sober driver or call a cab. Extra enforcement on major roadways in Stafford takes place during this weekend.

**March 17, 2016** – Drive Sober or Get Pulled Over (St. Patrick’s Day Campaign). Again, TSU staff works with local media and uses social media to get the word out about its main message: “Buzzed Driving is Drunk Driving.” The campaign asks individuals to celebrate St. Patrick’s Day responsibly. Also, the “Drive Sober or Get Pulled Over” video is posted on the Stafford Sheriff’s website at [www.staffordsheriff.com](http://www.staffordsheriff.com).

**May 4-6, 2016** – Drive Sober or Get Pulled Over (Cinco de Mayo Campaign). TSU staff works with local media and uses social media to get the word out about its main message: “Buzzed Driving is Drunk Driving.” Extra enforcement on major roadways takes place during this celebration.

**May 22-25, 2016** – Drive Sober or Get Pulled Over (Memorial Day Campaign). TSU staff works with local media and uses social media to get the word out about its main message: “Buzzed Driving is Drunk Driving.” Extra enforcement on major roadways takes place during this holiday.

**July 2-5, 2016** – Drive Sober or Get Pulled Over – July 4<sup>th</sup> Campaign. TSU staff works with local media and uses social media to get the word out about its main messages: “Buzzed Driving is Drunk Driving” and “Drive Sober or Get Pulled Over.” Extra enforcement on major roadways takes place during this holiday.

**August 17-September 5, 2016** – Drive Sober or Get Pulled Over (Labor Day Campaign). TSU staff works with local media and uses social media to get the word out about its main message: “Drive Sober or Get Pulled Over.” Extra enforcement on major roadways takes place during this holiday.

**October 30-November 1, 2016** – Drive Sober or Get Pulled Over – Halloween Campaign. TSU staff works with local media and uses social media to get the word out about its main message: “Buzzed Driving is Drunk Driving.” Extra enforcement on major roadways takes place during this timeframe.

**November 28-December 15, 2016** – Drive Sober or Get Pulled Over – Holiday Season Wave #1. TSU staff works with local media and uses social media to get the word out about its main message: “Buzzed Driving is Drunk Driving.” Extra enforcement on major roadways takes place beginning during the Thanksgiving holiday and runs up through the first part of December.

**December 16-January 2, 2016** – Drive Sober or Get Pulled Over – Holiday Season Wave #2. This campaign continues the efforts of Wave #1 mentioned above, but focuses on its main message, “Drive Sober or Get Pulled Over.”

In addition to these campaigns, we designed our own efforts such as 3-D month (Drugged and Drunk Driving), which focuses on identifying and removing individuals who are driving while impaired,

whether it is from alcohol or drugs. This campaign takes place from Thanksgiving and into the first few weeks of the New Year. We also conduct “Party Pooper” details, which take place during our high schools’ homecoming events in October and proms in May and centers on raising teen driver awareness during these two events.

Our deputies also work with the YOVASO (Youth of Virginia Speak Out) groups within Stafford’s schools to help educate students on the dangers of impaired driving. In 2016, they pushed the “Survive Alive and Arrive Alive” campaign.

To help educate young drivers and even adults on the effects of driving impaired the TSU hosts traffic safety rodeos at the local schools and when requested by churches and other organizations by using goggles that impair your sight and judgment . These goggles are used in conjunction with a golf cart to simulate impaired driving.



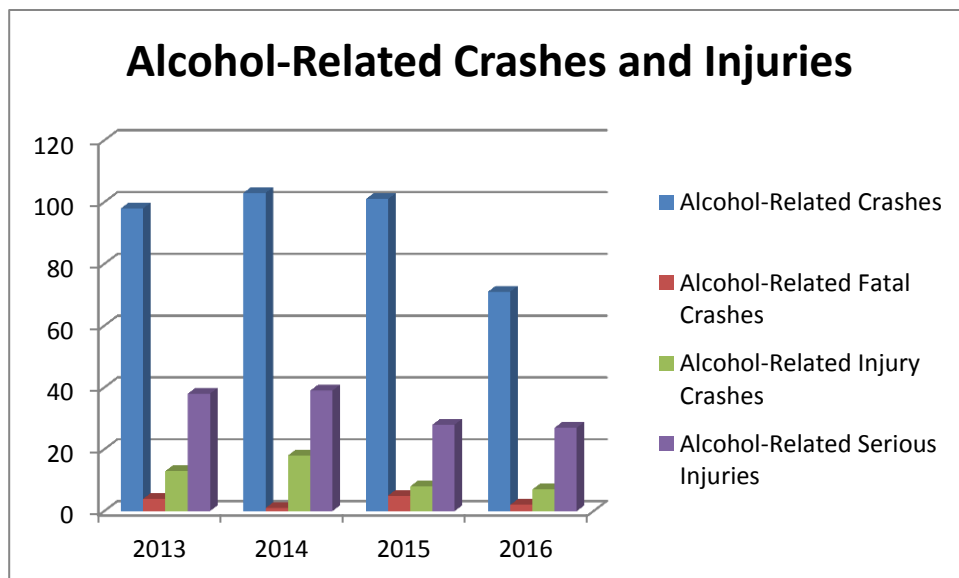
Survive Alive Facebook post in April 2016

**ENFORCEMENT**

As with all of our enforcement efforts, the Stafford Sheriff’s Office relies on all of its deputies to assist with eradicating impaired driving. They worked a total of 534 overtime hours; conducted 8 checkpoints, 65 individual patrols, and issued 271 citations for DUI/DUID driving during that time. There were a total of 406 DUI arrests in 2016, a 17% decrease over 2015, in which there were 488 DUI arrests.

**OUTCOME**

Alcohol related crashes were down 30 percent in 2016 as compared to 2015. Alcohol-related fatal crashes also saw a decrease in 2016 (60%). Alcohol related serious injury crashes were down 12.5% and alcohol related injury crashes were down 3.6%.



In addition to the decrease in alcohol-related crashes and injuries, we saw other benefits to our enforcement efforts. With the special emphasis we placed on DUI and DUID impaired driving, our units assigned to overtime assignments were able to make several narcotic arrests as well as issue citations for non-alcohol related offenses. In 2016, we issued a total of 1,169 arrests for other traffic offenses, and 4,718 criminal arrests as a result of a traffic stop. Many of these arrests were narcotics-related.

|  |                          |                    |
|--|--------------------------|--------------------|
| <b>STAFFORD COUNTY SHERIFF'S OFFICE</b>                  |                          |                    |
| <b>MANUAL OF GENERAL ORDERS</b>                          |                          |                    |
| General Order: 06-01                                     | Effective Date: 1/1/2000 | Amended: 7/28/2015 |
| <b>TRAFFIC LAW ENFORCEMENT CONSTITUTIONAL SAFEGUARDS</b> |                          |                    |

I. POLICY:

Objectives of traffic law enforcement are to reduce traffic accidents and injuries, and to facilitate the safe and expeditious flow of vehicular and pedestrian traffic through voluntary compliance with traffic regulations. The Stafford County Sheriff's Office seeks to achieve this objective through a combination of education and enforcement.

The Sheriff's Office seeks to educate the public regarding traffic regulations through programs aimed at exposing specific problems, and by publishing traffic accident and injury statistics.

Enforcement action will be taken upon detection of an illegal and potentially hazardous act, without regard for such factors as attitude, intent, or excuse. Enforcement action may consist of a warning, citation, or arrest.

Traffic enforcement is one of the many tasks performed by deputies, but for violators it is frequently an emotionally traumatic experience. In many cases, this is the only contact that a person has with law enforcement. Deputies should strive to make each contact educational and to leave the violators with the impression that the deputy has performed a necessary task in a professional manner.

The Sheriff's Office conducts statistical and visual surveys to determine by location, time and day of week which violations are causing accidents. Based upon the information obtained, personnel are deployed to take enforcement action. In addition, when complaints are received regarding a specific traffic problem in a particular area, personnel are assigned to investigate and take appropriate enforcement action.

II. PURPOSE:

The purpose of this order is to prescribe procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts.

III. PROCEDURES:

A. Types of Enforcement Actions:

Enforcement action may consist of a warning, citation, or physical arrest.

1. Warnings: A warning may be issued to a violator whenever there is a minor traffic infraction committed in those areas where traffic accident experiences are minimal, or when the act may be due to ignorance of a local ordinance, which may be a unique violation or a violation, of which the driver may not be aware. An effective warning, properly given by a deputy, can be more effective, while building positive rapport with

drivers, than any other type of enforcement action.

2. Virginia Uniform Traffic Summons (UTS): A UTS should be issued to a violator who jeopardizes the safe and efficient flow of vehicular and pedestrian traffic, including hazardous moving violations or operating unsafe and improperly equipped vehicles.
3. Physical Arrest

Deputies will make a physical arrest, in compliance with *Virginia Code § 46.2-940*, of:

- a. Violators of traffic laws pertaining to Driving Under the Influence of Alcohol (DUI) or other Intoxicants,
- b. Whenever a felony has been committed involving a vehicle,
- c. When the operator refuses to sign the promise to appear on the traffic summons, and

B. Handling: Special Categories of Violators:

1. Career consular officers of foreign nations are immune from arrest for criminal and traffic offenses unless arrests are ordered by a federal magistrate. Once identified, consular officials will not be detained unnecessarily. Consular immunity does not normally extend to members of consular officer's families or employees. (See General Order 05-06)
2. The Lieutenant Governor and members of Legislature, under *Title § 30-6 Code of Virginia*: During the session of the General Assembly and for five days before and after the session, the Lieutenant Governor, a member of the General Assembly, or the Clerk thereof and their assistants, shall be privileged from being taken into custody except for treason, a felony, or a breach of the peace. The issuance of a traffic summons for a moving traffic offense is allowed, as is a physical arrest in the case of an offense involving DUI.
3. Military Personnel: Deputies will abide by *Virginia Code § 46.2-305, § 46.2-306 & § 46.2-308*. When enforcing licensing/traffic violations pertaining to military personnel.
4. Nonresident who are licensed by a reciprocal state will be treated the same as residents. When the offender is licensed in a non-reciprocal state, a physical arrest may occur.

C. Information Regarding Traffic Summons:

The Virginia Uniform Traffic Summons will be completed whenever a motorist is to be charged with a motor vehicle violation, including the following information:

1. Court appearance schedule (Date and Time)

2. Whether court appearance by the motorist is mandatory
3. Whether the motorist may be allowed to prepay the fine prior to court and enter a guilty plea
4. Any other information necessary prior to release of the motorist.

D. Uniform Enforcement Policies for Traffic Law Violations:

The following guidelines for uniform traffic law enforcement actions in routine situations are provided to assist deputies in making decisions as to whether or not a traffic summons is warranted.

1. Speed violations. Should be a clearly convictable speed in court. May depend on location of violation (congested area, downtown, school zone, etc.).
2. Other hazardous violations. Consider degree of hazard, place, previous accident history of location, current directed patrol emphasis, etc.
3. Equipment Violations. Often motorists are unaware of minor equipment defects and bringing the problem to their attention will suffice. A summons should be considered in cases of flagrant equipment defects.
4. Public carrier/commercial vehicle violations. Consider the congestions, lack of parking, and carrier needs for delivery access.
5. Other non-hazardous violations. Consider warning unless repetitive or flagrant.
6. Multiple violations. May cite all if deemed necessary, normally picks the most serious violation and warn on others.
7. Newly enacted laws and/or regulations. Normally, a grace period is established during which only warnings should be given. Thereafter, the deputy should use discretion.
8. DUI. See Sections L and N.
9. Seatbelt and Child Safety Restraints. Deputies should ensure that all safety restraints are utilized by the driver, front-seat passenger and minors (17 years of age and under) in compliance with the Code of Virginia.

E. Traffic Law Enforcement Practices:

1. Normal traffic enforcement involves visible traffic patrol by deputies who observe and handle traffic violations during the performance of their normal duties.
  - a. Area patrol involves traffic enforcement within the deputy's assigned area of responsibility (Sector/area).

- b. Line patrol involves traffic enforcement along and concentrating on a particular section of roadway (Example: Route US1, 3, 17, etc.).
  - c. Directed patrol instructions can specify enforcement efforts in an area, on a line patrol, or at a specific location, depending on the nature of the hazard/violation being concentrated on.
2. Stationary observation, either covert or overt, may be used as a technique to make observations about the flow of traffic at a particular location. Deputies are encouraged, when completing reports or doing other activities which will keep them out of service for a short while, to park their patrol vehicles in a conspicuous location, where just the presence of the vehicle will serve to remind the other drivers of the need for compliance with traffic laws. Enforcement which requires the use of a covert location is less well accepted by the motoring public, but may, at times, be the only way to tackle a particular problem.

F. Objectives of Traffic Stops:

There are two primary objectives of a traffic stop. The attainment of these two objectives depends upon the deputy's ability to evaluate the violator's mental outlook, physical condition, and facts concerning the violation. This requires a thorough understanding of human relations and demands flexibility on the part of the deputy. Enforcement procedures should minimize conflict, which may develop between the deputy and violator and assist in achieving the two major objectives, which are:

- 1. Immediate objective: To take proper and appropriate enforcement action.
- 2. Ultimate objective: Favorably alter the violator's future behavior.

G. Stopping the Traffic Violator:

All traffic stops have an unknown risk factor associated with them. These stops are directly related to the frequency in which the deputy performs this task while having the least amount of information on the person operating the vehicle. Therefore, the Deputy shall abide by the following procedures in order to increase awareness, prevent complacency and eliminate personal injury through physical or vehicular assault.

The following steps in stopping and approaching the traffic violator are intended to provide maximum safety for the deputy, the violator, and other users of the roadway. Varying conditions regarding the engineering of the particular traffic artery, the urgency to stop the violator (drunk driver), and the existing volume of traffic may require adjusting or altering the recommended procedure. These procedures are to be followed when possible, and are presented from the perspective that ideal conditions exist.

1. The apprehension of a traffic violator has begun when the deputy has positioned himself behind the violator to begin the stopping procedure.
2. At this point, the deputy should notify the Communications Center of the license number and the intended location of the traffic stop.
3. The deputy should be thoroughly familiar with the area, and anticipate the appropriate location to stop the violator. Consideration should be given to a location with ample space, appropriate lighting and should avoid stops on hills, curves, intersections, private drives, and business locations which have limited parking.
4. The violator should be signaled and directed to the right side of the roadway close to the curb, or onto the shoulder if engineering design of the roadway permits this.
5. On multi-lane roadways, the deputy should ensure the safety of the violator during lane changes by gradually changing from lane to lane with the violator until the ~~right~~ side of the roadway is reached.
6. Should the violator stop abruptly in the wrong lane or in another undesirable location, he should be promptly directed to move to a safer location. Deputies should use the public address system to instruct violators to move to a safer location. If the deputy's verbal directions and gestures are insufficient to bring understanding, the deputy should quickly dismount from the patrol vehicle and give verbal instructions to the violator.
7. The violator should not be permitted to move his vehicle once it has stopped, if it is suspected the driver has been drinking to the extent that his driving ability is impaired.
8. Once the violator has stopped in an appropriate location, the deputy should position the patrol vehicle approximately one-half to one car length behind the violator's vehicle. The patrol vehicle should be positioned so that it will offer the deputy some protection from oncoming traffic. This position should be two feet outside and to the left of the violator's vehicle. This position provides maximum safety to the violator, the deputy, and all other traffic.
9. The deputy should exit from the patrol vehicle and be continuously alert for any suspicious movement or actions on the part of the violator or other occupants in the violator's vehicle.
10. The deputy should approach from the rear of the violator's car, looking into the rear seat area, and stop at a point to the rear of the trailing edge of the left front door. This position should be maintained if there are only occupants in the front seat of the vehicle. From this position, the deputy can communicate with the violator, keeping him in a slightly awkward position, and at the same time keep all occupants of the vehicle in view.



11. In those cases where the violator's car has occupants in both the front and rear seats, the deputy should approach to a point near the leading edge of the left front door, being especially alert for any unusual actions on the part of the occupants and choosing a path so the door cannot be used as a weapon against the deputy. From this position, the deputy can communicate with the violator and keep all occupants in view.
12. In those traffic stops made by two man patrol vehicles, the passenger deputy should be responsible for all radio communications, writing all notes and messages relayed from the communications center, and during the traffic stop should exit from the vehicle and act as an observer and cover for his fellow deputy.
13. At night, the procedure is basically the same with the additional necessity of exercising caution in selecting an appropriate place for the traffic stop, signaling the violator, and positioning the patrol vehicle. After the stop, in addition to the headlights, the takedown lights should be activated, and the spot light should be on the inside mirror.

Deputies should consider approaching violators on the passenger side in high speed areas.

#### H. Approaching the Traffic Violator/Deputy -Violator Relations:

Once the deputy has stopped the violator and approaches to a point where communications can begin the following guidelines should be followed in terms of deputy-violator relationships:

1. Be alert at all times for the unexpected, but do not be obviously apprehensive.
2. Be absolutely certain the observations of the traffic violation were accurate, without reservation.
3. Present a professional image in dress, grooming, language, bearing, and emotional stability.
4. Be prepared for the contact by having the necessary equipment and forms, if they are to be used, immediately available.
5. In many cases, the deputy will have already decided on an enforcement action when approaching the violator. Taking into consideration the area of the violation, the severity of the offense and its impact on the community, the may also evaluate the violator's willingness to conform or modify their driving behavior and determine whether a warning or summons will be needed. A violator who demonstrates their understanding of the offense and its impact may be affected appropriately by a warning and correct the deficiency when issuing a summons might have an unnecessary negative impact. However a violator who does not show remorse and concern for the bad driving behavior may need to be summonsed in order to cause a positive change in their driving behavior. This officer discretion needs to be used professionally only considering what is best for the community as a whole and not considering the individuals gender, race or any personal characteristics.

6. Greet the violator with an appropriate title and in a courteous manner.
7. Inform the violator what traffic law he has violated and the intended enforcement action; the violator should not be kept in suspense.
8. Ask for the violator's driver license and vehicle registration, and accept only these forms. Any attempt by the driver to offer money to the deputy should be quickly refused; and the individual advised such an action can be considered attempt bribery.
9. If the driver has no driver's license, obtain another document of identification.
10. Complete the forms required for the enforcement action taken or exercise a verbal warning, if this is the decision.
11. Explain to the violator exactly what he is supposed to do in response to the action taken and how this action will affect him.
12. If the enforcement action requires a court appearance make sure the violator knows where and when to appear. Explain any alternatives to the violator, but do not predict the actions of the court.
13. Be alert to any emotional stress exhibited by the driver. If stress is present, the instructions may have to be repeated or the violator may need to calm down before resuming driving.
14. Return the violators drivers' license, registration, and a copy of the action taken.
15. Assist the violator in safely reentering the traffic flow.
16. Try not to follow the violator.

#### I. Increased Risk Stops

In situations where there is an increased risk already known to the deputy(s) making the stop, certain precautions should be taken in addition to standard stopping procedures. Examples of such incidents include, but are not limited to: suspects of misdemeanors (such as shoplifting or domestic assault) suicidal subjects, known police fighters.

1. These stops have a higher likeliness for danger/safety concerns for deputies and require the following additional precautions be taken:
  - a. Preplan the stop: Minimal traffic, wait for additional officers if possible, provide additional suspect information to ECC.
  - b. Increase the distance between suspect and Sheriff vehicle

- c. Maintain cover/contact officer positions and visual contact with subjects
- d. Issue verbal commands
- e. Use additional resources, as available (i.e. Electronic Control Device, K-9, etc.)

J. Felony Stops:

Stopping a Known or Suspected Felon: Special procedures should be used in vehicle stops when the occupants of a vehicle are known to be armed and dangerous. When a vehicle driven by a known or suspected felon is located by a deputy, he will notify the dispatcher immediately of his location, and give a thorough description of the vehicle, and of occupants. The deputy will keep support units informed of the location and direction of travel to facilitate their approach with minimal use of emergency equipment. The suspect vehicle will not be stopped, unless absolutely necessary, until adequate support is available and in position. The following procedures will be used in effecting the stop:

1. The deputy will plan to stop the suspect vehicle in a location, which presents minimal danger to other citizens.
2. When conditions are appropriate, and support units available, the deputy will move into position to the rear of the suspect vehicle.
3. The deputy will signal the violator to stop, utilizing all emergency equipment to warn other traffic.
4. The violator will be stopped on the extreme right side of the road.
5. If the violator is known to be armed and dangerous, the deputy will have his weapon easily accessible and ready for immediate use.
6. When the suspect vehicle begins to stop, the deputy will turn off the siren and actuate the public address system.
7. The deputy will park the patrol vehicle so that it provides maximum protection and cover for him.
8. At night, all lights will be focused on the interior of the suspect vehicle, including spotlights to the disadvantage of the violator.
9. The deputy will dismount the patrol vehicle quickly, but remain behind the door and accessible to the public address system microphone.
10. The deputy making the stop is in command and will direct each occupant, utilizing the public address system to get out of the vehicle individually according to specific directions and into the appropriate search position, after which the approach may be

made.

11. If a public address system is not available, the deputy will give voice commands if they can be heard; if this fails, the deputy will cautiously approach the vehicle, keeping all occupants in view, to a point where he can be heard.
12. The deputy will also give instructions to the support deputies, even if not needed, to assure the suspects that additional support is available.
13. The support deputies will cover the arresting deputy and remain on the curbside of the vehicle until all occupants have dismounted and are in the search position.
14. The support deputies will not give additional commands as this would tend to confuse the suspects, but will make their presence known by responding to the commands given by the arresting deputy.
15. When all occupants have been removed from the vehicle, the support deputies should move to a position to cover the arresting deputy. The vehicle should be inspected for hidden suspects. All persons should then be searched.
16. Extreme caution will be exercised by deputies not to get within each other's line of fire.
17. Arrestee will be searched and handcuffed prior to being transported.

K. Persons Charges with Revoked/Suspended Operator's License:

1. The Virginia Uniform Traffic Summons (UTS) may be issued when a deputy has stopped a vehicle and identified the driver as driving with a revoked or suspended operators license (*Virginia Code 46.2-301*).
2. A deputy who sees an individual driving, who is known to be under suspension or revocation, if not able to stop the individual in a timely manner, may swear out a warrant for the violator.

L. Speed Enforcement:

Procedures for the enforcement of laws applying to speed will vary in accordance with the type of equipment used.

1. Pacing: The deputy should follow the vehicle being paced at a constant interval for an adequate distance, normally one half to one mile, to obtain a reading on the speedometer indicating a speed exceeding that posted. All speedometers must be calibrated at least every six months and calibration filed with the Clerk of the District Court.
2. Radar: The following guidelines are established for the use of RADAR (Radio Detection And Ranging), which will always be operated in compliance with

manufacturers' instructions. All Sheriff's Office radar units meet current NHTSA standards. Generally, the following procedures are applicable to operation of radar units:

- a. The radar unit must be properly installed in the vehicle and connected to the appropriate power supply.
- b. The effective range of the particular radar unit must be thoroughly understood by the operator, so visual observations can support the speed meter readings.
- c. The radar unit's accuracy will be checked to ensure the unit is functioning properly for checking speeds. The operator must follow the manufacturer's recommended specific methods of checking the accuracy without exception. Any problems with the operation of radar units or apparent malfunction should be promptly reported to the designee in Traffic Safety.
- d. The deputy must establish the following elements in court when radar speed charges are placed:
  - (1) The time, place and location of the vehicle that was checked, the identity of the operator, the speed of the vehicle, and the visual and radar speed check.
  - (2) Deputy qualifications and training in use of radar and that the deputy was in uniform and displaying his badge of authority.
  - (3) The radar unit was operated properly.
  - (4) The unit was tested for accuracy prior to use and after use by an approved method.
  - (5) Identify the vehicle and should have made a visual observation of its apparent speed.
  - (6) Speed limit in the zone in which deputy was operating and where such signs were posted.
- e. Radar training is given to all deputies assigned to the Patrol Division. Deputies, in court testimony, should be able to cite/display training received.
- f. Radar tuning forks must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the tuning forks are out of the calibration date, the tuning forks are not to be utilized for checking the accuracy of the radar unit until they are properly calibrated.
- g. The Commander of Field Operations is responsible for ensuring that radar units

receive proper care and upkeep, all required maintenance and calibration of radar tuning forks is performed, records kept, and that appropriate certificates are on file with the Clerk of the District Courts and the Sheriff's Office.

3. LIDAR: The following guidelines are established for the use of LIDAR (Light Detection and Ranging).
  - a. Operators must be trained and certified by a DCJS certified instructor.
  - b. LIDAR must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the LIDAR unit is out of the calibration date, the LIDAR unit shall not to be utilized until it is properly calibrated.

M. Alcohol Counter Measures Program:

1. The arrest of an individual for driving under the influence differs significantly from other traffic law violations. Any person who operates a motor vehicle while under the influence of alcohol or other self-administered intoxicants or drugs poses an unpredictable hazard to law-abiding motorists; therefore, each deputy of the Stafford Sheriff's Office will make an intensified effort to remove this type of driver from the highway. The Sheriff's Office has established a proactive alcohol enforcement program that has as its goal the reduction of accidents involving alcohol.
2. The Commander of Field Operations will be responsible for assignment of personnel for enforcement duty, for design of checkpoint, for liaison with the Commonwealth Attorney, and the Courts. In addition, the Commander of Field Operations is responsible for:
  - a. Assignment of regular patrols to cover the high accident locations times/days within the county, with emphasis on the violations that have caused the accidents.
  - b. Assignment of targeted DUI patrols to concentrate on violation areas, times and days that relate to alcohol infractions.

N. Speeding Counter Measures:

Speeding is one of the leading causes of motor vehicle crashes. Speed greatly reduces a motorist ability to react and avoid an emergency situation. It also greatly increases the severity of a crash. Speed counter measures are required to reduce crashes and improve the quality of life for those that live in Stafford County. It is to that end that the patrol division commander or his designee will assign resources to reduce speeding problems. Speed studies, crash data, and citizen concerns will be used to analyze problems and direct resources.

1. Speeding Counter Measure Resources

- a. Directed patrols
  - b. Check points
  - c. Speed displays
  - d. Unmanned vehicles
  - e. Corridor Enforcement
  - f. Multi-jurisdictional campaigns
  - g. Enhanced fine zones
  - h. Stafford County traffic calming policy
2. Awareness Tools
    - a. Media Releases
    - b. Signs and Billboards
    - c. Safety presentations
    - d. Multi-jurisdictional campaigns
- O. DUI Enforcement Procedures:
1. General: Driving under the influence has been interpreted by various courts to mean the ability to operate a motor vehicle is reduced or impaired by the consumption of alcoholic beverages or other drugs. It does not imply that the operator of a motor vehicle be in a state of alcoholic or drug-induced stupor or be entirely incapable of exercising physical control of vehicle. Driving under the influence of intoxicants is an offense generally associated with leisure-time activity. Consequently, most arrests are made during evening hours or in the early morning hours after taverns close or social gatherings end. Although, the intoxicated driver may be observed any day of the week, weekends and holidays reflect an increase of offenses and arrests.
  2. Laws: Each deputy will be familiar with state laws (*18.2-266, 18.2-269*) and county ordinances that relate to driving under the influence.
  3. Locating and Stopping
    - a. As soon as a deputy suspects a driver of being under the influence, observations should be noted for future reference. The following is not inclusive:
      - (2) Sitting through a green light
      - (3) Weaving
      - (4) Very slow speed
      - (5) Excessive speed
      - (6) Disregard for stop signs or signals

- b. When you have observed a driver whose actions are similar to the above or are not consistent with sound driving practices, an immediate stop should be made.
  - c. Be alert and use extreme caution when stopping a suspected intoxicated driver. Keep in mind that alcohol or drugs affect judgment and often result in erratic behavior.
  - d. Follow established procedures for stopping traffic violators.
4. Deputy-Driver Contact
- a. Deputies will be polite and businesslike, remaining aware that the driver's judgment, self-restraint, and self-confidence are the first faculties to be distorted by alcohol, creating the setting for lack of cooperation, belligerency, and even physical contact. Do not allow yourself to be drawn into an argument.
  - b. Get the violator out of the vehicle and to a safe location, carefully observing all actions and statements.
  - c. Obtain the person's operator's license or other identification, if you have not previously done so.
  - d. Suspected drivers will be requested to perform the following preliminary tests:
    - (1) Dexterity test or Field-test (e.g., one leg stand (OLS), walk a straight line (WAT), etc.)
    - (2) Alcosensor/alcolyser tests-indicates amount/degree of alcohol present in the blood. Driver must be advised he has the option of taking this test and that the results cannot be used against him in court.
  - e. The test results and driving behavior should be collectively weighed in the decision to make an arrest; however, the suspect driver may refuse these tests. If so, the deputy may arrest on the basis of observations of driving behavior and suspects physical actions. The suspect driver whose dexterity performance is unacceptable, yet chemical test reveals no alcohol consumption, should be carefully observed for signs indicating drug usage or abuse. Deputies may also arrest in this case on the basis of observations of driving behavior and dexterity alone.

5. Processing DUI

Provisions and procedures outlined in the *Code of Virginia §18.2-266 through §18.2-273* should be applied without regard to age to any suspected intoxicated driver.



- a. Every driver arrested for driving under the influence will be advised of the law requiring a blood or breath test to be taken and the penalty for refusal. (Implied Consent Law)

(1) Breath Test

If the violator submits to the breath test for intoxication, it will be administered by a qualified breathalyzer operator. Normally, the test will be conducted at the Sheriff's Office.

(2) Blood Test

(a) The deputy will transport the suspected DUI to the hospital designated by the Sheriff's Office for the blood test. Emergency room or hospital personnel will advise you where to go and what to do. The suspect is not to leave your sight during this time. Once the physician, registered nurse, or technician is ready to draw the blood, you will not handle the vials ~~again~~ until they are provided to you sealed. There are instructions directing the person drawing the blood on the proper procedure in each box. Once the blood has been drawn and the package is sealed and returned to you, the gathering of physical evidence is over.

- 1) Note the conditions under which the blood is drawn (sterile).
- 2) Note the name of the person drawing the blood and their occupation. They must be a doctor, registered nurse, graduate laboratory technician, or a nurse authorized by a Circuit Court Order.
- 3) Get the state card number and date of expiration showing the person is one of the above.
- 4) If you assisted in drawing the blood, be prepared to testify to the following. If you only observed the blood being drawn, be prepared to say you observed the following:
  - a) Person drawing blood washed hands.
  - b) Cellophane vial wrappers were sealed before opening.
  - c) Syringe package was sealed before opening.

- d) Needle package was sealed before opening.
- e) Soap was sealed before opening.
- f) Gauze package was sealed before opening.
- g) Note area from which blood was drawn (left arm, etc.)
- h) Area was washed with soap and water.
- i) 10 cc of blood was placed in each vial.
- j) Each vial was capped and sealed.
- k) You verified the information on each vial.

(3) The arresting deputy is responsible for mailing the blood samples to the address listed on the box. It is necessary for you to print the return address on the box.

b. If a violator does not submit to the breath test or blood test after having been advised of the law, the deputy will read and complete, State-Form DC-233 "Declaration of Refusal". The completed form will be presented to the Magistrate and attached to arrest warrant and traffic summons and forwarded to District Court.

c. Sheriff's Office forms will be completed accounting for the incident and indicating the results of any tests that have been administered. The following are examples:

(1) The use of the DUI Report Form (SSO-100-070) is valuable in processing the drinking driver. This form shall be utilized and completed, to the extent the cooperation of the suspect allows, on every person arrested for Driving Under the Influence. A copy shall be forwarded to Records, Commonwealth's Attorneys Office, and a copy retained by the arresting deputy for court testimony.

P. Special Traffic Problems:

1. Identification and referral of driver recommended or re-examination to the Division of Motor Vehicles: During routine traffic law enforcement activities, deputies frequently encounter persons who they suspect of being incompetent, physically or mentally disabled, or having other conditions that might prevent the person from exercising reasonable and ordinary care over a motor vehicle. In all such cases, in addition to the enforcement action by the deputy, the deputy will notify the Virginia Division of Motor Vehicles in writing of these findings or suspicions, giving the individual

violator's full name, date of birth, operator license number *and* a brief description of the disability noted.

2. Pedestrian and Bicycle Safety

- a. The Commander of Field Operations will routinely review the traffic accident records to determine what enforcement actions are needed to provide a proactive pedestrian/bicycle safety enforcement program.
  - (1) Reduce or eliminate human or environmental factors leading to accidents.
  - (2) Reduce or eliminate the behavioral actions, decisions, and events that lead to the accidents.
  - (3) Reduce or eliminate the type of accident by counteracting precipitating factors.
- b. The Commander of Field Operations will direct appropriate patrol activity based on recommendations made.

3. Off-Road Vehicles, including dirt bikes, snowmobiles, and mopeds

- a. Accidents involving off-road vehicles that do not occur on a public highway do not require traffic accident reports. If the responding deputy finds it convenient, he may complete an accident report, State Form FR 300P, and attach it to the offense report if an incident report is completed based upon the nature of the accident/incident.
- b. Any deputy observing an unlicensed off-road vehicle that cannot be legally operated on the public highways, being operated on the highway shall order the vehicle to be removed and take appropriate enforcement action.
- c. Enforce law, rules and regulations concerning the operation of off the road vehicles on public-owned trails, parks, or property.

4. Private Property

With the following exceptions, accident reports (FR-300P) are not required when the incident occurs on private property; however an IBR Report is required:

- a. Death and/or injury;
- b. Hit and Run (vehicle or pedestrian);
- c. Striking an unattended vehicle leaving the scene without notice);

- d. County School Buses if only the bus is involved and the value is less than \$1500.
- e. Hazardous material involved;

In the event no report is required, deputies shall assist the citizens involved with the exchange of information.

Q. Virginia Uniform Traffic Summons: (UTS)

- 1. The Virginia Uniform Traffic Summons (UTS) will be completed for all violations of traffic laws charged by members of the Sheriff's Office. The UTS:
  - a. Provides a uniform method of submitting information to the courts.
  - b. Provides an orderly method of collecting and compiling statistical information concerning this office's enforcement activities.
  - c. Serves as a record for the deputy concerning arrests made.

R. Non-Moving Vehicle Emergency Equipment Use: (On/Off Roadway)

When a deputy is parking a Sheriff's vehicle, and/or conducting a motorist assist, on the roadway or on the shoulder, the emergency lights will be used to prevent any traffic hazard. If the deputy is parking a Sheriff's vehicle, or conducting a motorist assist, off of the roadway, out of traffic, and it is deemed that no emergency equipment is necessary, it may not be required. Any time a Sheriff's vehicle is parked or a motorist assist is conducted, the deputy shall make all possible efforts to avoid being in traffic or on the roadway.

S. Occupant Safety:

The Stafford County Sheriff's Office recognizes that motorist in crashes are much more likely to be seriously injured or killed when not wearing their safety belts. We further realize that unrestrained or improperly restrained children and infants are even at greater risk and therefore require special attention and directed enforcement attention. While our traffic enforcement policy does allow for warnings in certain situations they are strongly discouraged in these instances.

A. Counter Measures

The patrol division commander or his designee will be responsible for tracking and monitoring seat belt statistics in the county. This data will be overlapped with crash data to drive education and enforcement activities. The patrol division commander will also ensure an adequate amount of members will be certified child safety seat inspectors. He will further insure that these members make themselves available to inspect child safety seats on a regular schedule. These members will also work with other partners in public safety to insure child seats are available to those who may not

be able to purchase them. Other education or awareness counter measures may consist of;

1. Media Releases
2. Signs and Billboards
3. Safety presentations
4. Seat belt surveys and checkpoints
5. Safety seat inspections
6. Multi-jurisdictional campaigns

B. Enforcement Counter Measures

1. Directed Patrols
2. Checking Details
3. Investigation and prosecution of citizen complaints regarding unrestrained children
4. Multi-jurisdictional campaigns



# Stafford County Sheriff's Office

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Law Enforcement Challenge  
Occupant Protection



## OCCUPANT PROTECTION

### PROBLEM IDENTIFICATION

Lack of seat belt usage and the improper use of child restraints are the two main issues that the Stafford County Sheriff's Office faces each year in the area of occupant protection. In 2016, there were 61 serious injury crashes and 3 fatal crashes due to the lack of proper seatbelt usage. During 2016 we inspected 75 car seats of which 56 were installed incorrectly. With this data we identified several areas throughout the county as occupancy protection target areas as well as specific days of the week and times of day and locations that crashes occurred. Lastly, we focused education and enforcement efforts in these areas while continuing to monitor the rest of Stafford County.

### POLICY

The Stafford County Sheriff's Office Manual of General Orders includes Order 06-01 titled: *Traffic Law Enforcement Constitutional Safeguards*, which prescribe procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts. Section S addresses Occupant Safety and states the following:

*The Stafford County Sheriff's Office recognizes that motorist in crashes are much more likely to be seriously injured or killed when not wearing their safety belts. We further realize that unrestrained or improperly restrained children and infants are even at greater risk and therefore require special attention and directed enforcement attention. While our traffic enforcement policy does allow for warnings in certain situations they are strongly discouraged in these instances.*

The policy also directs the patrol division commander or his designee to track and monitor seat belt statistics in the county and to ensure that an adequate amount of Sheriff's Office members will be certified child safety seat inspectors. The commander is also responsible for ensuring that those members make themselves available to inspect child safety seats on a regular schedule. The policy instructs these members to partner with other public safety agencies to ensure that child seats are available to those who may not be able to purchase them.

The policy states that enforcement counter measures include directed patrols; checking details; investigation and prosecution of citizen complaints regarding unrestrained children; and multi-jurisdictional campaigns.

### PLANNING

The Traffic Safety Unit (TSU) of the Stafford County Sheriff's Office is responsible for managing traffic-related issues in Stafford. The TSU uses its "Survive the Drive" Campaign planning document at the beginning of each year to map out the year's education and enforcement efforts for traffic-related issues. Survive the Drive is a public safety initiative which aims to provide education, information, and solutions about speeding, driving under the influence, and occupant protection to reduce crashes, injuries and deaths on Stafford roads.

Specific areas are not targeted in the Survive the Drive campaign. Instead, the TSU plans special campaigns throughout the year throughout the county to enforce and educate about proper occupant protection. For example, we held a "Click It or Ticket Mobilization" effort May 11-25, 2016 to urge drivers and their passengers to buckle up. We work with our local media and we use social media to get the word out to our community. Other campaigns related to occupant protection are described in the Public Information and Education section below.

Data provided by DMV showed that we had a slight decrease in unrestrained related crashes from 2014 to 2015 (a decrease of 4.3%). However, we had a 200% increase from 2014 to 2015 of fatalities from unrestrained related fatal crashes. We had another slight decrease (20%) of unrestrained related serious injury crashes from 2014 to 2015 and a slight decrease in the percentage of unrestrained related injury crash injuries from 2014 to 2015 of 15%.

While we saw decreases in many areas, the 200% increase in deaths from unrestrained related fatal crashes from 2014 to 2015 was very concerning (the actual number of fatalities is small – 6 in 2014 and 3 in 2015, but still a concern since these deaths could have been prevented). One of the objectives of Virginia's Strategic Highway Safety Plan is to reduce deaths by 3% per year, so we knew we had much work to do in this area.

In keeping with the plan's three strategies to: (1) Educate the public on the importance of using safety belts (2) Conduct high visibility safety belt enforcement campaigns i.g. "Click It or Ticket" and (3) Improve Child Occupant Protection Through Outreach, Education and Enforcement, the Stafford County Sheriff's Office carried out efforts in all these areas in 2016 to help reduce unrestrained crashes, injuries and fatalities.

## **TRAINING**

The Stafford County Sheriff's Office sent 2 deputies to the Virginia State Police's Crash Reconstruction Level I class. The training highlighted dynamics in a crash and how those forces can affect occupants inside a vehicle. Two deputies were trained and received a national certification through Safe Kids as a child protective seat technician. This training brought all members of the TSU to the same certification

The Sheriff's Office has an active car seat inspection station and partners with the Virginia Department of Health to inspect and assist with installing child protective seats. Personnel also receive training and reminders on updates to the Code of Virginia throughout the year in addition to the annual legal update



provided by the Stafford County Commonwealth’s Attorney’s Office. The training encourages deputies to educate the public they come into contact with about seat belt and child protective seat laws. Deputies are also trained to identify and enforce violations of these specific laws while on patrol. The policy is constantly reinforced by supervisors to ensure personnel are following these orders.

## **PUBLIC INFORMATION AND EDUCATION**

The Stafford County Sheriff’s Office takes a proactive approach to public information and education and works hard to ensure that it uses all available communication tools to educate the public about occupant protection. The Stafford County Sheriff’s Office website, Facebook, and Twitter accounts are used to remind drivers to wear their seat belts, properly secure their passengers, and alerts citizens to increased enforcement throughout the county. The Sheriff’s Office website is also used to allow citizens to schedule a child protective seat inspection with nationally certified Safe Kids child protective seat technicians. Citizens fill out a short form with their contact information and a certified deputy makes contact to confirm the appointment and is available to answer any questions prior to the appointment.

The Sheriff’s Office also uses its own electronic message board to display encouraging messages of occupancy protection to motorists traveling on the roadways. The message board is placed in targeted areas throughout the year. These areas are usually highly traveled roadways such as Routes 1, 17, 3, 610 and 630 where the message may be observed by more people.

The screenshot shows a web form titled "Child Seat Inspections". The form includes the following text: "Child Seat Inspections are held at the Humphrey building located at 1225 Courthouse Rd from 3:00PM to 5:00PM every Monday. Please fill out the form below and you will receive an email confirmation once your date and time has been scheduled. Any questions contact Deputy Johnson at 540-658-4959." The form fields are: "Full Name" (with sub-fields for "First Name" and "Last Name"), "Email", "Home Number" (with sub-fields for "Area Code" and "Phone Number"), and "Cell Number" (with sub-fields for "Area Code" and "Phone Number"). There is a "Submit" button below the phone number fields. Below a horizontal line, there is a section labeled "OFFICE USE ONLY:" followed by a large empty text area.

*Web Car Seat Request*

The Sheriff’s Office continues to participate in the Partners for Safe Teen Driving program. Each month throughout the school year a meeting is held at one of the five Stafford County high schools where deputies speak for 30-45 minutes about various topics related to traffic safety. One of the highlighted areas in the presentation is occupancy protection. Photographs of collisions that occurred in Stafford County in previous years are also shown to attendees.

Youth of Virginia Speak Out (YOVASO) programs at Stafford’s high schools assist the Sheriff’s Office with occupant protection education of students. The Sheriff’s Office also partnered with several businesses throughout the county that supply the airbags for the demonstrations. The simulator is designed to allow the target audience to see an airbag deployment and highlights the importance of proper seat belt use and positioning in front of an airbag.

In addition to the above, the Sheriff’s Office also participated in the following campaigns in 2016:

**May 11–May 2 – Click It or Ticket Mobilization.** We announce the beginning of our campaign on social

media asking drivers to please buckle up. We also place our mobile message boards on our most traveled roadways so more motorists can see them.

**September 18–24 – Child Passenger Safety Week.** This campaign focuses on the opening of schools and encourages drivers to properly restrain their kids in their vehicles, obey crossing guards and watch for children crossing streets as well as school buses.

**October 19–22 – National Teen Driver Safety Week.** During this campaign, members of the Sheriff's Office Traffic Safety Unit were at all of the Stafford's high schools conducting random seat belt checks at the entrances and exits of the high schools. The Traffic Safety deputies also spoke at driver's education classes emphasizing safe driving practices as well as laws that affect passenger restrictions for teen drivers, the dangers of texting and driving, speeding and the use of seat belts. In addition, all Stafford deputies were aware of the National Teen Safe Driving Week and continued to enforce laws dealing with teen driving as they patrolled Stafford's roads.

**November 27 – Thanksgiving Holiday Travel.** A media release is sent to local media and shared on social media urging individuals who will be traveling during the Thanksgiving holiday weekend to buckle up for every trip every time they get on the road.

The efforts of the Sheriff's Office were supported by the YOVASO (Youth of Virginia Speak Out) Teams at the high schools who, year round, focus on saving the lives of their fellow teens. The YOVASO Teams do this by educating, encouraging and empowering teenagers to be traffic safety advocates in their schools and communities.

Presentations on the proper installation of car seats played a significant role in our public information and education campaign. In 2016, we conducted 75 of these presentations and checks and found that 56 were incorrectly installed, which is 75% of those we checked. The majority of our enforcement was conducted during the two National Click it or Ticket campaigns in the spring and fall. Our primary focus for the majority of 2016 was high visibility patrols in Stafford's more populated corridors, such as Warrenton Road and Garrisonville Road, during peak times of the day.

We also reached out to many "moms clubs" at one of our community libraries and offered to educate them on the proper installation of child seats as well as check to ensure their children were properly restrained in their seats. On April 13, 2016, Deputy Robert Kulbeth with our Traffic Safety Unit met with the Stafford Moms Club at Porter Library, discussed car seat laws in the state and answered questions from mothers including when is the appropriate time to go from rear facing to front facing or when to put a child in a booster and graduate from the safety seat. He also handed out pamphlets and fliers which provided additional information on proper car seat installation. On April 14, 2016, Deputy Kulbeth met with staff at Stafford's Headstart Program. Each year, Headstart hosts a baby shower for lower income families. During last year's event, Deputy Kulbeth gave a presentation on child safety seat laws and informed parents that they could have their car seats checked at the Stafford's Sheriff's Office for free by logging into the Stafford County Sheriff's Office website and request an appointment.

In addition, our Traffic Safety Unit participated in the Healthy Families Rappahannock Area (HFRA) in partnership with GEICO event on May 14, 2016, which allowed us to educate parents on proper installation of child seat as well as ensure their kids were properly restrained. HFRA gave away and installed 37 free car seats to GEICO employees. Deputy Robert Kulbeth with our Traffic Safety Unit offered to check seat installations and did so for 8 employees.

**ENFORCEMENT**

Traffic Summonses for “No Seatbelt” and for Improper Child Restraint both decreased in 2016 as compared to 2015. Traffic Summonses for “No Seatbelt” decreased by 47% in 2016 as compared to 2015, and Traffic Summonses for Improper Child Restraint decreased by 27% in 2016 as compared to 2015.

| <b>Occupant Protection Summonses</b>                |             |             |
|---|-------------|-------------|
|   | <b>2015</b> | <b>2016</b> |
| # of Traffic Summonses for No Seatbelt              | 285         | 151         |
| # of Traffic Summonses for Improper Child Restraint | 78          | 57          |

Special patrols took place during our occupant protection campaigns throughout the year:

**May 11–May 2 – Click It or Ticket Mobilization.** We announce the beginning of our campaign on social media asking drivers to please buckle up. We also place our mobile message boards on our most traveled roadways so more motorists can see them.

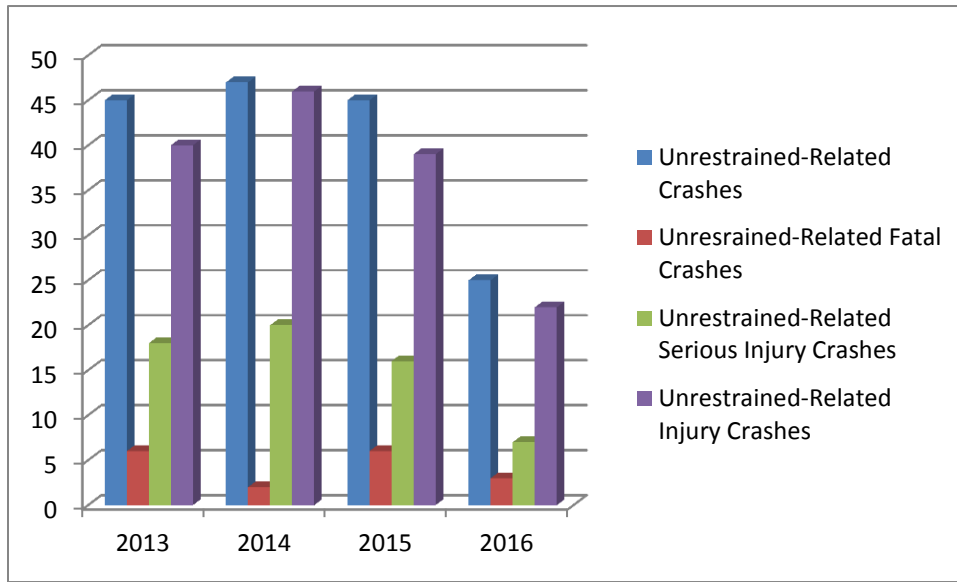
**September 18–24 – Child Passenger Safety Week.** This campaign focuses on the opening of schools and encourages drivers to properly restrain their kids in their vehicles, obey crossing guards and watch for children crossing streets as well as school buses.

**October 19–22 – National Teen Driver Safety Week.** During this campaign, members of the Sheriff’s Office Traffic Safety Unit were at all of the Stafford’s high schools conducting random seat belt checks at the entrances and exits of the high schools. The Traffic Safety deputies also spoke at driver’s education classes emphasizing safe driving practices as well as laws that affect passenger restrictions for teen drivers, the dangers of texting and driving, speeding and the use of seat belts. In addition all Stafford deputies are aware of the National Teen Safe Driving Week and continued to enforce laws dealing with teen driving as they patrol the roads of Stafford County.

**November 27 – Thanksgiving Holiday Travel.** A media release is sent to local media and shared on social media urging individuals who will be traveling during the Thanksgiving holiday weekend to buckle up for ever trip every time.

## OUTCOMES

As a result of our outreach and enforcement efforts, we saw a decrease in occupant protection related incidents in 2016 as compared to 2015. Unrestrained-related crashes decreased 44%; unrestrained-related fatalities decreased 50%; unrestrained-related serious injury crashes were down 56%; and unrestrained-related injury crashes were down 44%.



*Unrestrained-related crash data from the DMV for Stafford.*

Our Save Your Tailgate, Buckle Up safety belt campaign was a huge success this year. Dixon-Smith and A.G. Wright Middle Schools won top state honors in Virginia in the “Save Your Tailgate, Buckle Up” safety belt campaign. Dixon-Smith Middle School won first place and \$500. Stafford Deputy Mindy Warnick is the school’s resource officer and assisted with the campaign.



*Dixon-Smith Middle School won first place and \$500 in the Virginia in the “Save Your Tailgate, Buckle Up” safety belt campaign.*

|  |                          |                    |
|--|--------------------------|--------------------|
| <b>STAFFORD COUNTY SHERIFF'S OFFICE</b>                  |                          |                    |
| <b>MANUAL OF GENERAL ORDERS</b>                          |                          |                    |
| General Order: 06-01                                     | Effective Date: 1/1/2000 | Amended: 7/28/2015 |
| <b>TRAFFIC LAW ENFORCEMENT CONSTITUTIONAL SAFEGUARDS</b> |                          |                    |

I. POLICY:

Objectives of traffic law enforcement are to reduce traffic accidents and injuries, and to facilitate the safe and expeditious flow of vehicular and pedestrian traffic through voluntary compliance with traffic regulations. The Stafford County Sheriff's Office seeks to achieve this objective through a combination of education and enforcement.

The Sheriff's Office seeks to educate the public regarding traffic regulations through programs aimed at exposing specific problems, and by publishing traffic accident and injury statistics.

Enforcement action will be taken upon detection of an illegal and potentially hazardous act, without regard for such factors as attitude, intent, or excuse. Enforcement action may consist of a warning, citation, or arrest.

Traffic enforcement is one of the many tasks performed by deputies, but for violators it is frequently an emotionally traumatic experience. In many cases, this is the only contact that a person has with law enforcement. Deputies should strive to make each contact educational and to leave the violators with the impression that the deputy has performed a necessary task in a professional manner.

The Sheriff's Office conducts statistical and visual surveys to determine by location, time and day of week which violations are causing accidents. Based upon the information obtained, personnel are deployed to take enforcement action. In addition, when complaints are received regarding a specific traffic problem in a particular area, personnel are assigned to investigate and take appropriate enforcement action.

II. PURPOSE:

The purpose of this order is to prescribe procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts.

III. PROCEDURES:

A. Types of Enforcement Actions:

Enforcement action may consist of a warning, citation, or physical arrest.

1. Warnings: A warning may be issued to a violator whenever there is a minor traffic infraction committed in those areas where traffic accident experiences are minimal, or when the act may be due to ignorance of a local ordinance, which may be a unique violation or a violation, of which the driver may not be aware. An effective warning, properly given by a deputy, can be more effective, while building positive rapport with

drivers, than any other type of enforcement action.

2. Virginia Uniform Traffic Summons (UTS): A UTS should be issued to a violator who jeopardizes the safe and efficient flow of vehicular and pedestrian traffic, including hazardous moving violations or operating unsafe and improperly equipped vehicles.
3. Physical Arrest

Deputies will make a physical arrest, in compliance with *Virginia Code § 46.2-940*, of:

- a. Violators of traffic laws pertaining to Driving Under the Influence of Alcohol (DUI) or other Intoxicants,
- b. Whenever a felony has been committed involving a vehicle,
- c. When the operator refuses to sign the promise to appear on the traffic summons, and

B. Handling: Special Categories of Violators:

1. Career consular officers of foreign nations are immune from arrest for criminal and traffic offenses unless arrests are ordered by a federal magistrate. Once identified, consular officials will not be detained unnecessarily. Consular immunity does not normally extend to members of consular officer's families or employees. (See General Order 05-06)
2. The Lieutenant Governor and members of Legislature, under *Title § 30-6 Code of Virginia*: During the session of the General Assembly and for five days before and after the session, the Lieutenant Governor, a member of the General Assembly, or the Clerk thereof and their assistants, shall be privileged from being taken into custody except for treason, a felony, or a breach of the peace. The issuance of a traffic summons for a moving traffic offense is allowed, as is a physical arrest in the case of an offense involving DUI.
3. Military Personnel: Deputies will abide by *Virginia Code § 46.2-305, § 46.2-306 & § 46.2-308*. When enforcing licensing/traffic violations pertaining to military personnel.
4. Nonresident who are licensed by a reciprocal state will be treated the same as residents. When the offender is licensed in a non-reciprocal state, a physical arrest may occur.

C. Information Regarding Traffic Summons:

The Virginia Uniform Traffic Summons will be completed whenever a motorist is to be charged with a motor vehicle violation, including the following information:

1. Court appearance schedule (Date and Time)

2. Whether court appearance by the motorist is mandatory
3. Whether the motorist may be allowed to prepay the fine prior to court and enter a guilty plea
4. Any other information necessary prior to release of the motorist.

D. Uniform Enforcement Policies for Traffic Law Violations:

The following guidelines for uniform traffic law enforcement actions in routine situations are provided to assist deputies in making decisions as to whether or not a traffic summons is warranted.

1. Speed violations. Should be a clearly convictable speed in court. May depend on location of violation (congested area, downtown, school zone, etc.).
2. Other hazardous violations. Consider degree of hazard, place, previous accident history of location, current directed patrol emphasis, etc.
3. Equipment Violations. Often motorists are unaware of minor equipment defects and bringing the problem to their attention will suffice. A summons should be considered in cases of flagrant equipment defects.
4. Public carrier/commercial vehicle violations. Consider the congestions, lack of parking, and carrier needs for delivery access.
5. Other non-hazardous violations. Consider warning unless repetitive or flagrant.
6. Multiple violations. May cite all if deemed necessary, normally picks the most serious violation and warn on others.
7. Newly enacted laws and/or regulations. Normally, a grace period is established during which only warnings should be given. Thereafter, the deputy should use discretion.
8. DUI. See Sections L and N.
9. Seatbelt and Child Safety Restraints. Deputies should ensure that all safety restraints are utilized by the driver, front-seat passenger and minors (17 years of age and under) in compliance with the Code of Virginia.

E. Traffic Law Enforcement Practices:

1. Normal traffic enforcement involves visible traffic patrol by deputies who observe and handle traffic violations during the performance of their normal duties.
  - a. Area patrol involves traffic enforcement within the deputy's assigned area of responsibility (Sector/area).

- b. Line patrol involves traffic enforcement along and concentrating on a particular section of roadway (Example: Route US1, 3, 17, etc.).
  - c. Directed patrol instructions can specify enforcement efforts in an area, on a line patrol, or at a specific location, depending on the nature of the hazard/violation being concentrated on.
2. Stationary observation, either covert or overt, may be used as a technique to make observations about the flow of traffic at a particular location. Deputies are encouraged, when completing reports or doing other activities which will keep them out of service for a short while, to park their patrol vehicles in a conspicuous location, where just the presence of the vehicle will serve to remind the other drivers of the need for compliance with traffic laws. Enforcement which requires the use of a covert location is less well accepted by the motoring public, but may, at times, be the only way to tackle a particular problem.

F. Objectives of Traffic Stops:

There are two primary objectives of a traffic stop. The attainment of these two objectives depends upon the deputy's ability to evaluate the violator's mental outlook, physical condition, and facts concerning the violation. This requires a thorough understanding of human relations and demands flexibility on the part of the deputy. Enforcement procedures should minimize conflict, which may develop between the deputy and violator and assist in achieving the two major objectives, which are:

- 1. Immediate objective: To take proper and appropriate enforcement action.
- 2. Ultimate objective: Favorably alter the violator's future behavior.

G. Stopping the Traffic Violator:

All traffic stops have an unknown risk factor associated with them. These stops are directly related to the frequency in which the deputy performs this task while having the least amount of information on the person operating the vehicle. Therefore, the Deputy shall abide by the following procedures in order to increase awareness, prevent complacency and eliminate personal injury through physical or vehicular assault.

The following steps in stopping and approaching the traffic violator are intended to provide maximum safety for the deputy, the violator, and other users of the roadway. Varying conditions regarding the engineering of the particular traffic artery, the urgency to stop the violator (drunk driver), and the existing volume of traffic may require adjusting or altering the recommended procedure. These procedures are to be followed when possible, and are presented from the perspective that ideal conditions exist.



1. The apprehension of a traffic violator has begun when the deputy has positioned himself behind the violator to begin the stopping procedure.
2. At this point, the deputy should notify the Communications Center of the license number and the intended location of the traffic stop.
3. The deputy should be thoroughly familiar with the area, and anticipate the appropriate location to stop the violator. Consideration should be given to a location with ample space, appropriate lighting and should avoid stops on hills, curves, intersections, private drives, and business locations which have limited parking.
4. The violator should be signaled and directed to the right side of the roadway close to the curb, or onto the shoulder if engineering design of the roadway permits this.
5. On multi-lane roadways, the deputy should ensure the safety of the violator during lane changes by gradually changing from lane to lane with the violator until the ~~right~~ side of the roadway is reached.
6. Should the violator stop abruptly in the wrong lane or in another undesirable location, he should be promptly directed to move to a safer location. Deputies should use the public address system to instruct violators to move to a safer location. If the deputy's verbal directions and gestures are insufficient to bring understanding, the deputy should quickly dismount from the patrol vehicle and give verbal instructions to the violator.
7. The violator should not be permitted to move his vehicle once it has stopped, if it is suspected the driver has been drinking to the extent that his driving ability is impaired.
8. Once the violator has stopped in an appropriate location, the deputy should position the patrol vehicle approximately one-half to one car length behind the violator's vehicle. The patrol vehicle should be positioned so that it will offer the deputy some protection from oncoming traffic. This position should be two feet outside and to the left of the violator's vehicle. This position provides maximum safety to the violator, the deputy, and all other traffic.
9. The deputy should exit from the patrol vehicle and be continuously alert for any suspicious movement or actions on the part of the violator or other occupants in the violator's vehicle.
10. The deputy should approach from the rear of the violator's car, looking into the rear seat area, and stop at a point to the rear of the trailing edge of the left front door. This position should be maintained if there are only occupants in the front seat of the vehicle. From this position, the deputy can communicate with the violator, keeping him in a slightly awkward position, and at the same time keep all occupants of the vehicle in view.

11. In those cases where the violator's car has occupants in both the front and rear seats, the deputy should approach to a point near the leading edge of the left front door, being especially alert for any unusual actions on the part of the occupants and choosing a path so the door cannot be used as a weapon against the deputy. From this position, the deputy can communicate with the violator and keep all occupants in view.
12. In those traffic stops made by two man patrol vehicles, the passenger deputy should be responsible for all radio communications, writing all notes and messages relayed from the communications center, and during the traffic stop should exit from the vehicle and act as an observer and cover for his fellow deputy.
13. At night, the procedure is basically the same with the additional necessity of exercising caution in selecting an appropriate place for the traffic stop, signaling the violator, and positioning the patrol vehicle. After the stop, in addition to the headlights, the takedown lights should be activated, and the spot light should be on the inside mirror.

Deputies should consider approaching violators on the passenger side in high speed areas.

#### H. Approaching the Traffic Violator/Deputy -Violator Relations:

Once the deputy has stopped the violator and approaches to a point where communications can begin the following guidelines should be followed in terms of deputy-violator relationships:

1. Be alert at all times for the unexpected, but do not be obviously apprehensive.
2. Be absolutely certain the observations of the traffic violation were accurate, without reservation.
3. Present a professional image in dress, grooming, language, bearing, and emotional stability.
4. Be prepared for the contact by having the necessary equipment and forms, if they are to be used, immediately available.
5. In many cases, the deputy will have already decided on an enforcement action when approaching the violator. Taking into consideration the area of the violation, the severity of the offense and its impact on the community, the may also evaluate the violator's willingness to conform or modify their driving behavior and determine whether a warning or summons will be needed. A violator who demonstrates their understanding of the offense and its impact may be affected appropriately by a warning and correct the deficiency when issuing a summons might have an unnecessary negative impact. However a violator who does not show remorse and concern for the bad driving behavior may need to be summonsed in order to cause a positive change in their driving behavior. This officer discretion needs to be used professionally only considering what is best for the community as a whole and not considering the individuals gender, race or any personal characteristics.

6. Greet the violator with an appropriate title and in a courteous manner.
7. Inform the violator what traffic law he has violated and the intended enforcement action; the violator should not be kept in suspense.
8. Ask for the violator's driver license and vehicle registration, and accept only these forms. Any attempt by the driver to offer money to the deputy should be quickly refused; and the individual advised such an action can be considered attempt bribery.
9. If the driver has no driver's license, obtain another document of identification.
10. Complete the forms required for the enforcement action taken or exercise a verbal warning, if this is the decision.
11. Explain to the violator exactly what he is supposed to do in response to the action taken and how this action will affect him.
12. If the enforcement action requires a court appearance make sure the violator knows where and when to appear. Explain any alternatives to the violator, but do not predict the actions of the court.
13. Be alert to any emotional stress exhibited by the driver. If stress is present, the instructions may have to be repeated or the violator may need to calm down before resuming driving.
14. Return the violators drivers' license, registration, and a copy of the action taken.
15. Assist the violator in safely reentering the traffic flow.
16. Try not to follow the violator.

#### I. Increased Risk Stops

In situations where there is an increased risk already known to the deputy(s) making the stop, certain precautions should be taken in addition to standard stopping procedures. Examples of such incidents include, but are not limited to: suspects of misdemeanors (such as shoplifting or domestic assault) suicidal subjects, known police fighters.

1. These stops have a higher likeliness for danger/safety concerns for deputies and require the following additional precautions be taken:
  - a. Preplan the stop: Minimal traffic, wait for additional officers if possible, provide additional suspect information to ECC.
  - b. Increase the distance between suspect and Sheriff vehicle

- c. Maintain cover/contact officer positions and visual contact with subjects
- d. Issue verbal commands
- e. Use additional resources, as available (i.e. Electronic Control Device, K-9, etc.)

J. Felony Stops:

Stopping a Known or Suspected Felon: Special procedures should be used in vehicle stops when the occupants of a vehicle are known to be armed and dangerous. When a vehicle driven by a known or suspected felon is located by a deputy, he will notify the dispatcher immediately of his location, and give a thorough description of the vehicle, and of occupants. The deputy will keep support units informed of the location and direction of travel to facilitate their approach with minimal use of emergency equipment. The suspect vehicle will not be stopped, unless absolutely necessary, until adequate support is available and in position. The following procedures will be used in effecting the stop:

1. The deputy will plan to stop the suspect vehicle in a location, which presents minimal danger to other citizens.
2. When conditions are appropriate, and support units available, the deputy will move into position to the rear of the suspect vehicle.
3. The deputy will signal the violator to stop, utilizing all emergency equipment to warn other traffic.
4. The violator will be stopped on the extreme right side of the road.
5. If the violator is known to be armed and dangerous, the deputy will have his weapon easily accessible and ready for immediate use.
6. When the suspect vehicle begins to stop, the deputy will turn off the siren and actuate the public address system.
7. The deputy will park the patrol vehicle so that it provides maximum protection and cover for him.
8. At night, all lights will be focused on the interior of the suspect vehicle, including spotlights to the disadvantage of the violator.
9. The deputy will dismount the patrol vehicle quickly, but remain behind the door and accessible to the public address system microphone.
10. The deputy making the stop is in command and will direct each occupant, utilizing the public address system to get out of the vehicle individually according to specific directions and into the appropriate search position, after which the approach may be

made.

11. If a public address system is not available, the deputy will give voice commands if they can be heard; if this fails, the deputy will cautiously approach the vehicle, keeping all occupants in view, to a point where he can be heard.
12. The deputy will also give instructions to the support deputies, even if not needed, to assure the suspects that additional support is available.
13. The support deputies will cover the arresting deputy and remain on the curbside of the vehicle until all occupants have dismounted and are in the search position.
14. The support deputies will not give additional commands as this would tend to confuse the suspects, but will make their presence known by responding to the commands given by the arresting deputy.
15. When all occupants have been removed from the vehicle, the support deputies should move to a position to cover the arresting deputy. The vehicle should be inspected for hidden suspects. All persons should then be searched.
16. Extreme caution will be exercised by deputies not to get within each other's line of fire.
17. Arrestee will be searched and handcuffed prior to being transported.

K. Persons Charges with Revoked/Suspended Operator's License:

1. The Virginia Uniform Traffic Summons (UTS) may be issued when a deputy has stopped a vehicle and identified the driver as driving with a revoked or suspended operators license (*Virginia Code 46.2-301*).
2. A deputy who sees an individual driving, who is known to be under suspension or revocation, if not able to stop the individual in a timely manner, may swear out a warrant for the violator.

L. Speed Enforcement:

Procedures for the enforcement of laws applying to speed will vary in accordance with the type of equipment used.

1. Pacing: The deputy should follow the vehicle being paced at a constant interval for an adequate distance, normally one half to one mile, to obtain a reading on the speedometer indicating a speed exceeding that posted. All speedometers must be calibrated at least every six months and calibration filed with the Clerk of the District Court.
2. Radar: The following guidelines are established for the use of RADAR (Radio Detection And Ranging), which will always be operated in compliance with

manufacturers' instructions. All Sheriff's Office radar units meet current NHTSA standards. Generally, the following procedures are applicable to operation of radar units:

- a. The radar unit must be properly installed in the vehicle and connected to the appropriate power supply.
- b. The effective range of the particular radar unit must be thoroughly understood by the operator, so visual observations can support the speed meter readings.
- c. The radar unit's accuracy will be checked to ensure the unit is functioning properly for checking speeds. The operator must follow the manufacturer's recommended specific methods of checking the accuracy without exception. Any problems with the operation of radar units or apparent malfunction should be promptly reported to the designee in Traffic Safety.
- d. The deputy must establish the following elements in court when radar speed charges are placed:
  - (1) The time, place and location of the vehicle that was checked, the identity of the operator, the speed of the vehicle, and the visual and radar speed check.
  - (2) Deputy qualifications and training in use of radar and that the deputy was in uniform and displaying his badge of authority.
  - (3) The radar unit was operated properly.
  - (4) The unit was tested for accuracy prior to use and after use by an approved method.
  - (5) Identify the vehicle and should have made a visual observation of its apparent speed.
  - (6) Speed limit in the zone in which deputy was operating and where such signs were posted.
- e. Radar training is given to all deputies assigned to the Patrol Division. Deputies, in court testimony, should be able to cite/display training received.
- f. Radar tuning forks must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the tuning forks are out of the calibration date, the tuning forks are not to be utilized for checking the accuracy of the radar unit until they are properly calibrated.
- g. The Commander of Field Operations is responsible for ensuring that radar units

receive proper care and upkeep, all required maintenance and calibration of radar tuning forks is performed, records kept, and that appropriate certificates are on file with the Clerk of the District Courts and the Sheriff's Office.

3. LIDAR: The following guidelines are established for the use of LIDAR (Light Detection and Ranging).
  - a. Operators must be trained and certified by a DCJS certified instructor.
  - b. LIDAR must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the LIDAR unit is out of the calibration date, the LIDAR unit shall not to be utilized until it is properly calibrated.

M. Alcohol Counter Measures Program:

1. The arrest of an individual for driving under the influence differs significantly from other traffic law violations. Any person who operates a motor vehicle while under the influence of alcohol or other self-administered intoxicants or drugs poses an unpredictable hazard to law-abiding motorists; therefore, each deputy of the Stafford Sheriff's Office will make an intensified effort to remove this type of driver from the highway. The Sheriff's Office has established a proactive alcohol enforcement program that has as its goal the reduction of accidents involving alcohol.
2. The Commander of Field Operations will be responsible for assignment of personnel for enforcement duty, for design of checkpoint, for liaison with the Commonwealth Attorney, and the Courts. In addition, the Commander of Field Operations is responsible for:
  - a. Assignment of regular patrols to cover the high accident locations times/days within the county, with emphasis on the violations that have caused the accidents.
  - b. Assignment of targeted DUI patrols to concentrate on violation areas, times and days that relate to alcohol infractions.

N. Speeding Counter Measures:

Speeding is one of the leading causes of motor vehicle crashes. Speed greatly reduces a motorist ability to react and avoid an emergency situation. It also greatly increases the severity of a crash. Speed counter measures are required to reduce crashes and improve the quality of life for those that live in Stafford County. It is to that end that the patrol division commander or his designee will assign resources to reduce speeding problems. Speed studies, crash data, and citizen concerns will be used to analyze problems and direct resources.

1. Speeding Counter Measure Resources

- a. Directed patrols
  - b. Check points
  - c. Speed displays
  - d. Unmanned vehicles
  - e. Corridor Enforcement
  - f. Multi-jurisdictional campaigns
  - g. Enhanced fine zones
  - h. Stafford County traffic calming policy
2. Awareness Tools
    - a. Media Releases
    - b. Signs and Billboards
    - c. Safety presentations
    - d. Multi-jurisdictional campaigns
- O. DUI Enforcement Procedures:
1. General: Driving under the influence has been interpreted by various courts to mean the ability to operate a motor vehicle is reduced or impaired by the consumption of alcoholic beverages or other drugs. It does not imply that the operator of a motor vehicle be in a state of alcoholic or drug-induced stupor or be entirely incapable of exercising physical control of vehicle. Driving under the influence of intoxicants is an offense generally associated with leisure-time activity. Consequently, most arrests are made during evening hours or in the early morning hours after taverns close or social gatherings end. Although, the intoxicated driver may be observed any day of the week, weekends and holidays reflect an increase of offenses and arrests.
  2. Laws: Each deputy will be familiar with state laws (*18.2-266, 18.2-269*) and county ordinances that relate to driving under the influence.
  3. Locating and Stopping
    - a. As soon as a deputy suspects a driver of being under the influence, observations should be noted for future reference. The following is not inclusive:
      - (2) Sitting through a green light
      - (3) Weaving
      - (4) Very slow speed
      - (5) Excessive speed
      - (6) Disregard for stop signs or signals



- b. When you have observed a driver whose actions are similar to the above or are not consistent with sound driving practices, an immediate stop should be made.
  - c. Be alert and use extreme caution when stopping a suspected intoxicated driver. Keep in mind that alcohol or drugs affect judgment and often result in erratic behavior.
  - d. Follow established procedures for stopping traffic violators.
4. Deputy-Driver Contact
- a. Deputies will be polite and businesslike, remaining aware that the driver's judgment, self-restraint, and self-confidence are the first faculties to be distorted by alcohol, creating the setting for lack of cooperation, belligerency, and even physical contact. Do not allow yourself to be drawn into an argument.
  - b. Get the violator out of the vehicle and to a safe location, carefully observing all actions and statements.
  - c. Obtain the person's operator's license or other identification, if you have not previously done so.
  - d. Suspected drivers will be requested to perform the following preliminary tests:
    - (1) Dexterity test or Field-test (e.g., one leg stand (OLS), walk a straight line (WAT), etc.)
    - (2) Alcosensor/alcolyser tests-indicates amount/degree of alcohol present in the blood. Driver must be advised he has the option of taking this test and that the results cannot be used against him in court.
  - e. The test results and driving behavior should be collectively weighed in the decision to make an arrest; however, the suspect driver may refuse these tests. If so, the deputy may arrest on the basis of observations of driving behavior and suspects physical actions. The suspect driver whose dexterity performance is unacceptable, yet chemical test reveals no alcohol consumption, should be carefully observed for signs indicating drug usage or abuse. Deputies may also arrest in this case on the basis of observations of driving behavior and dexterity alone.

5. Processing DUI

Provisions and procedures outlined in the *Code of Virginia §18.2-266 through §18.2-273* should be applied without regard to age to any suspected intoxicated driver.

- a. Every driver arrested for driving under the influence will be advised of the law requiring a blood or breath test to be taken and the penalty for refusal. (Implied Consent Law)

(1) Breath Test

If the violator submits to the breath test for intoxication, it will be administered by a qualified breathalyzer operator. Normally, the test will be conducted at the Sheriff's Office.

(2) Blood Test

(a) The deputy will transport the suspected DUI to the hospital designated by the Sheriff's Office for the blood test. Emergency room or hospital personnel will advise you where to go and what to do. The suspect is not to leave your sight during this time. Once the physician, registered nurse, or technician is ready to draw the blood, you will not handle the vials ~~again~~ until they are provided to you sealed. There are instructions directing the person drawing the blood on the proper procedure in each box. Once the blood has been drawn and the package is sealed and returned to you, the gathering of physical evidence is over.

- 1) Note the conditions under which the blood is drawn (sterile).
- 2) Note the name of the person drawing the blood and their occupation. They must be a doctor, registered nurse, graduate laboratory technician, or a nurse authorized by a Circuit Court Order.
- 3) Get the state card number and date of expiration showing the person is one of the above.
- 4) If you assisted in drawing the blood, be prepared to testify to the following. If you only observed the blood being drawn, be prepared to say you observed the following:
  - a) Person drawing blood washed hands.
  - b) Cellophane vial wrappers were sealed before opening.
  - c) Syringe package was sealed before opening.

- d) Needle package was sealed before opening.
- e) Soap was sealed before opening.
- f) Gauze package was sealed before opening.
- g) Note area from which blood was drawn (left arm, etc.)
- h) Area was washed with soap and water.
- i) 10 cc of blood was placed in each vial.
- j) Each vial was capped and sealed.
- k) You verified the information on each vial.

(3) The arresting deputy is responsible for mailing the blood samples to the address listed on the box. It is necessary for you to print the return address on the box.

b. If a violator does not submit to the breath test or blood test after having been advised of the law, the deputy will read and complete, State-Form DC-233 "Declaration of Refusal". The completed form will be presented to the Magistrate and attached to arrest warrant and traffic summons and forwarded to District Court.

c. Sheriff's Office forms will be completed accounting for the incident and indicating the results of any tests that have been administered. The following are examples:

(1) The use of the DUI Report Form (SSO-100-070) is valuable in processing the drinking driver. This form shall be utilized and completed, to the extent the cooperation of the suspect allows, on every person arrested for Driving Under the Influence. A copy shall be forwarded to Records, Commonwealth's Attorneys Office, and a copy retained by the arresting deputy for court testimony.

P. Special Traffic Problems:

1. Identification and referral of driver recommended or re-examination to the Division of Motor Vehicles: During routine traffic law enforcement activities, deputies frequently encounter persons who they suspect of being incompetent, physically or mentally disabled, or having other conditions that might prevent the person from exercising reasonable and ordinary care over a motor vehicle. In all such cases, in addition to the enforcement action by the deputy, the deputy will notify the Virginia Division of Motor Vehicles in writing of these findings or suspicions, giving the individual

violator's full name, date of birth, operator license number *and* a brief description of the disability noted.

2. Pedestrian and Bicycle Safety

- a. The Commander of Field Operations will routinely review the traffic accident records to determine what enforcement actions are needed to provide a proactive pedestrian/bicycle safety enforcement program.
  - (1) Reduce or eliminate human or environmental factors leading to accidents.
  - (2) Reduce or eliminate the behavioral actions, decisions, and events that lead to the accidents.
  - (3) Reduce or eliminate the type of accident by counteracting precipitating factors.
- b. The Commander of Field Operations will direct appropriate patrol activity based on recommendations made.

3. Off-Road Vehicles, including dirt bikes, snowmobiles, and mopeds

- a. Accidents involving off-road vehicles that do not occur on a public highway do not require traffic accident reports. If the responding deputy finds it convenient, he may complete an accident report, State Form FR 300P, and attach it to the offense report if an incident report is completed based upon the nature of the accident/incident.
- b. Any deputy observing an unlicensed off-road vehicle that cannot be legally operated on the public highways, being operated on the highway shall order the vehicle to be removed and take appropriate enforcement action.
- c. Enforce law, rules and regulations concerning the operation of off the road vehicles on public-owned trails, parks, or property.

4. Private Property

With the following exceptions, accident reports (FR-300P) are not required when the incident occurs on private property; however an IBR Report is required:

- a. Death and/or injury;
- b. Hit and Run (vehicle or pedestrian);
- c. Striking an unattended vehicle leaving the scene without notice);

- d. County School Buses if only the bus is involved and the value is less than \$1500.
- e. Hazardous material involved;

In the event no report is required, deputies shall assist the citizens involved with the exchange of information.

Q. Virginia Uniform Traffic Summons: (UTS)

- 1. The Virginia Uniform Traffic Summons (UTS) will be completed for all violations of traffic laws charged by members of the Sheriff's Office. The UTS:
  - a. Provides a uniform method of submitting information to the courts.
  - b. Provides an orderly method of collecting and compiling statistical information concerning this office's enforcement activities.
  - c. Serves as a record for the deputy concerning arrests made.

R. Non-Moving Vehicle Emergency Equipment Use: (On/Off Roadway)

When a deputy is parking a Sheriff's vehicle, and/or conducting a motorist assist, on the roadway or on the shoulder, the emergency lights will be used to prevent any traffic hazard. If the deputy is parking a Sheriff's vehicle, or conducting a motorist assist, off of the roadway, out of traffic, and it is deemed that no emergency equipment is necessary, it may not be required. Any time a Sheriff's vehicle is parked or a motorist assist is conducted, the deputy shall make all possible efforts to avoid being in traffic or on the roadway.

S. Occupant Safety:

The Stafford County Sheriff's Office recognizes that motorist in crashes are much more likely to be seriously injured or killed when not wearing their safety belts. We further realize that unrestrained or improperly restrained children and infants are even at greater risk and therefore require special attention and directed enforcement attention. While our traffic enforcement policy does allow for warnings in certain situations they are strongly discouraged in these instances.

A. Counter Measures

The patrol division commander or his designee will be responsible for tracking and monitoring seat belt statistics in the county. This data will be overlapped with crash data to drive education and enforcement activities. The patrol division commander will also ensure an adequate amount of members will be certified child safety seat inspectors. He will further insure that these members make themselves available to inspect child safety seats on a regular schedule. These members will also work with other partners in public safety to insure child seats are available to those who may not

be able to purchase them. Other education or awareness counter measures may consist of;

1. Media Releases
2. Signs and Billboards
3. Safety presentations
4. Seat belt surveys and checkpoints
5. Safety seat inspections
6. Multi-jurisdictional campaigns

B. Enforcement Counter Measures

1. Directed Patrols
2. Checking Details
3. Investigation and prosecution of citizen complaints regarding unrestrained children
4. Multi-jurisdictional campaigns



# Stafford County Sheriff's Office

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Law Enforcement Challenge

Speed



### PROBLEM IDENTIFICATION

Stafford County is a vibrant and growing community midway between Washington, D.C. and Richmond, Virginia. It has played an important role in many of the events that shaped our nation's history: George Washington grew up here; Stafford's Aquia sandstone was used to build the White House and the U.S. Capitol; and many African American slaves traveled the "Trail to Freedom" through Stafford's Aquia Landing. Today, Stafford is home to beautiful parks and trails, diverse shops and restaurants, the Riverside Dinner Theater, a state-of-the-art regional airport, and the Stafford Hospital. Residents also enjoy high quality public schools as well as many higher education opportunities such as Germanna Community College and the University of Mary Washington. Stafford is near many major military installations such as Quantico Marine Corps Base, Fort Belvoir and the Pentagon. The high-occupancy toll (HOT) lanes on I-95 that begin in Springfield, Virginia and end in Stafford make commuting to these locations and other jobs in Northern Virginia and Washington help to make Stafford an appealing community in Virginia for families and professionals. Its attractiveness shows in the county's growing population.

Over the last 10 years, Stafford's population has grown just over 18 percent. During that time period it has remained one of the fastest growing localities in Virginia. Today, Stafford is home to 142,380 residents. The growth is projected to continue its rapid climb. According to the University of Virginia's Weldon Cooper Center for Public Service, which forecasts population estimates for localities in Virginia, Stafford will see a 141 percent increase in population by the year 2040.

While this growth over the last several years has added more revenue to the County's coffers through property taxes and other residual spending at restaurants and shops, it has also increased demand on the Stafford County Sheriff's Traffic safety initiatives which are overseen by the Traffic Safety Unit (TSU). The Traffic Safety Unit handles all speeding complaints for the county. Each year, more and more drivers travel through the county using infrastructure not suitable for the increased traffic due to narrow roads with no shoulders or guardrails and a significant amount of objects such as trees, signs, and mailboxes in the crash zone. Interstate 95 and Jefferson Davis Highway (US-1), which bisect the County, are major north-south transportation routes for commuters, vacationers, business travelers, and residents who use the facilities for local trips. Trucks traveling within and through the County also use I-95 and Route 1. In addition, the Warrenton Road (US-17) and Kings Highway (SR-3) corridors provide strategic east-west links.

Speeding issues are communicated to the Stafford County Sheriff's Office in several different ways. The Sheriff's Office receives speeding complaints via email, phone calls or in person by members of the Stafford Board of Supervisors or citizens. The public can also report a speeding problem on the Stafford Sheriff's Office website ([www.staffordsheriff.com](http://www.staffordsheriff.com)). A link is provided that takes the complainant directly to a fillable form to report a traffic violation (which includes speeding). The complaints are investigated and handled according to our complaint handling plan, which outlines how the Traffic Safety Unit receives, prioritizes, and addresses traffic-related complaints as well as the equipment available for addressing these complaints. These issues are shared with the Virginia State Police as a partnership tool



to reduce duplicate efforts between the agencies and to address the issues in the most efficient manner possible. Complaints filed with the Traffic Safety Unit are grouped into the following categories:

- General Traffic Complaints
- School Bus Complaints
- Infrastructure Complaints
- Tow Complaints
- Parking Complaints

This document also outlines how task forces will be formed, traffic studies will be completed, traffic calming measures will be reviewed, and traffic complaints will be tracked.

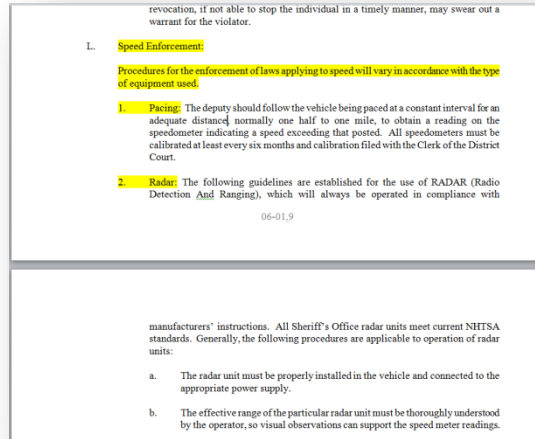
In addition, the Transportation Plan of Stafford County's Comprehensive Plan includes a Residential Traffic Management Plan (formerly the Traffic Calming Plan). Various programs are available through the Traffic Management Plan to citizens and communities in Stafford to address residential traffic-related problems for streets and roads operated and maintained by VDOT. The Traffic Management Plan provides the minimum criteria to be satisfied, the steps citizens need to follow to obtain assistance with traffic-related requests, and the process that the County will follow to resolve those requests. The following programs are available to address most concerns:

- Multi-Way Stop Program
- Residence District – Additional \$200 Fine Signs
- Residential Cut-Through Traffic
- Through Truck Restriction
- Traffic Calming
- Watch for Children Signs

All of the data reported by the Board of Supervisors members, citizens, deputies, homeowners associations, and crash data from the State TREDs system as well as traffic surveys and speed studies Completed by TSU are compiled to determine where resources are dedicated enforcement action is concentrated.

## POLICY

The Stafford County Sheriff's Office Manual of General Orders includes Order 06-01 titled: *Traffic Law Enforcement Constitutional Safeguards*, which prescribes procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts. Section N of the policy acknowledges that speeding is one of the leading causes of motor vehicle accidents and that speed counter measures are required to reduce crashes and improve the quality of life for those who live in Stafford County. This section directs the patrol division commander or his designee to assign resources to reduce speeding problems and for law enforcement staff to use speed studies, crash data, and citizen concerns to analyze problems and direct resources.



*Excerpt of Speed Enforcement Section of Stafford County Sheriff's Office Manual of*

Section L of General Order 06-01 also addresses speed enforcement and provides directions for the use of pacing and radar. This section directs deputies to have their speedometers calibrated at least every six months and to file the calibration with the Clerk of the District Court.

Section L.2 of General Order 06-01 provides specific guidelines for the use of radar including proper installation, understanding the device's range and accuracy, the elements that deputies need to establish in court when speed charges are placed, and radar training. In addition, this section directs deputies to have radar tuning forks checked for calibration every six (6) months and to file copies of the calibration with the Clerk of the General District Court.

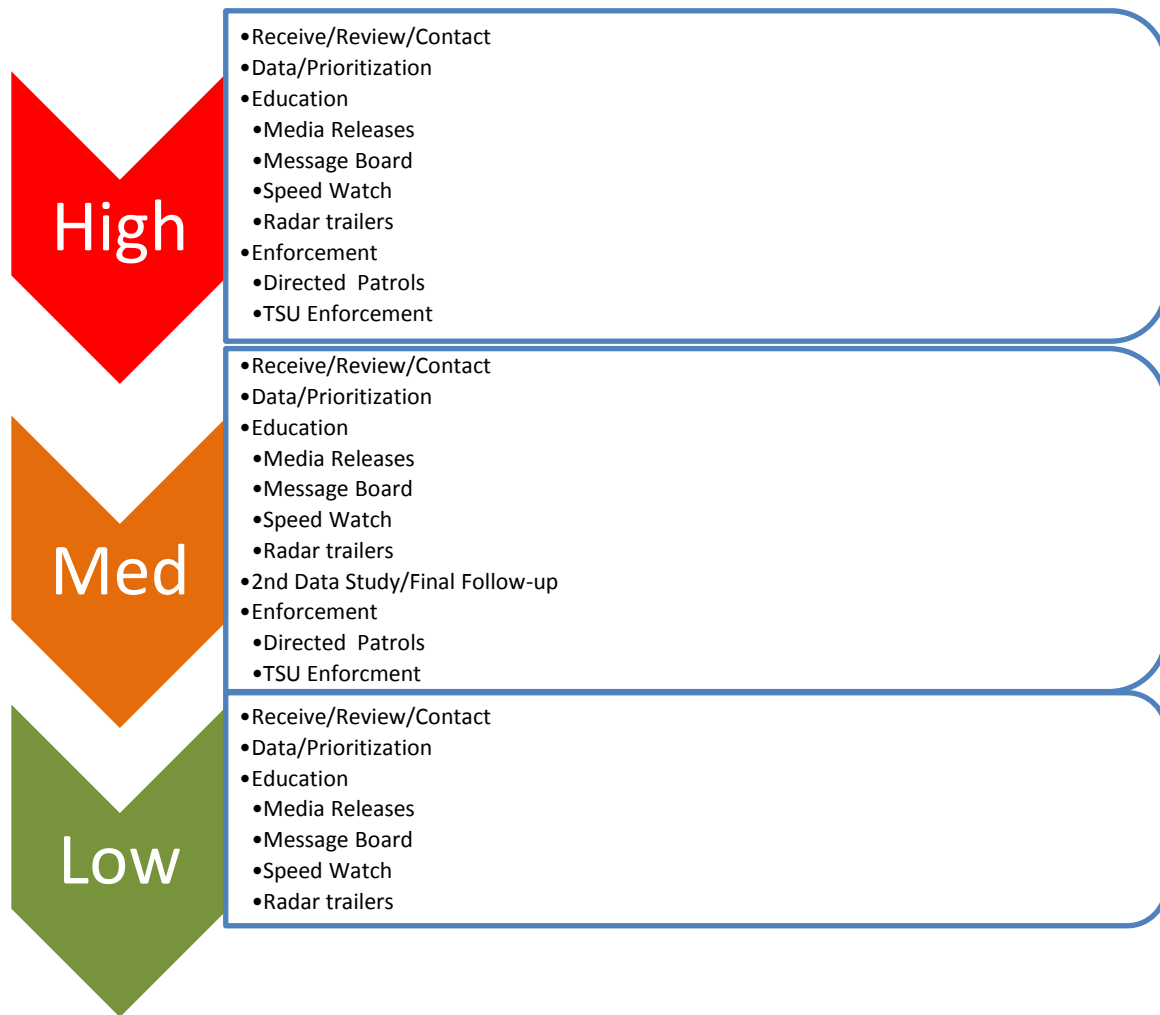
## PLANNING

The TSU uses its "Survive the Drive" Campaign planning document at the beginning of each year to map out the year's education and enforcement efforts for traffic-related issues. Survive the Drive is a public safety initiative which aims to provide education, information, and solutions to keep the roadways of Stafford County safe. Its goals are consistent with Strategy 2 of the Speeding Emphasis Area Plan of Virginia's Strategic Highway Safety Plan, which recommends that agencies "develop and implement a speed campaign incorporating media, enforcement, education, and evaluation where speed-related deaths and severe injuries are elevated."

The TSU also refers to its Complaint Handling Guidelines document to address all traffic complaints, including speeding. When a traffic complaint is received it will be reviewed to see if TSU already has data

for that area. An initial call will be made to the complainant acknowledging the receipt of the complaint. The complaint will be loaded into the complaint section within the TSU Google Document Section. This section will track the complaint from beginning to end.

If a data study has not been completed for the area then one will be completed using our traffic signs. The signs will stay in place for no less than four days to complete an accurate study. Once a study is completed and the data has been downloaded the complaint will be prioritized by High, Medium and Low. The next steps depend on that designation, as outlined below:



There are some special considerations when the TSU is trying to determine how to handle a traffic issue such as the following:

### **Task Forces**

Task Forces are committees designed to tackle a problem from several different angles and are comprised of several different agencies. Task Forces are formed by the TSU Supervisor or his designee for problems that reach across numerous state federal and local agencies.

### **Traffic Studies**

Traffic Studies are studies completed by the Stafford County Office of Transportation. These studies review traffic trends, as well as traffic volume trends and times. If a problem/complaint rises to the need to request a Traffic Study, the request comes from the TSU Supervisor or his designee to the Office of Transportation.

### **Traffic Calming Measures**

Traffic Calming Measures are managed and studied by the Stafford County Office of Transportation. These measures include: stop signs, speed bumps, reduced speed limits, additional signage, and a request to VDOT for No Through Traffic signs. If a problem or complaint rises to the need for traffic calming measures, a request is sent to the Stafford County Office of Transportation through the TSU supervisor or his designee.

### **Tracking Programs**

Traffic complaints are tracked using the online form on the Stafford Sheriff's Office website that enables citizens to file traffic complaints online. Citizens calling into the Emergency Communications Center will be transferred to the TSU office where complaints will be entered manually into the system and tracked.

Virginia's Strategic Highway Safety Plan seeks to address long-standing road safety issues "with renewed cooperation and collaboration among government, non-profit and private sector partners and stakeholders." The Stafford County Sheriff's Office places a high priority on its many partnerships with government officials, different agencies and the public to improve road safety in the community, especially in the area of speed enforcement. We have a strong partnership with Stafford County Public Schools and work closely with the Drivers Education programs at each of Stafford's five high schools to ensure that students understand traffic safety laws, and we discuss the consequences that they may face with their actions as a new driver. We meet regularly with our County judges to explain the significance of our speed enforcement and obtain their support for fines or other appropriate penalties for traffic violations. We also work closely with our community's Homeowner Associations to address their traffic safety concerns. Lastly, we partner with the school system as well as VDOT to implement the many traffic safety campaigns in which we are involved including National Teen Driver Safety Week, National School Bus Safety Week, National Distracted Driving Awareness Month, National Work Zone Awareness Week, the Survive the Drive Campaign and the Back to School Campaign.

This type of cooperation and collaboration ensures that everyone in our community plays a role in enhancing safety on our roads.

## TRAINING

One of the themes that described the Stafford County Sheriff's Office in 2016 was "Investing in People." Once we bring people on board, we want to keep them with us for a long career. In addition to competitive compensation and benefits, another way to invest in our staff is through training.

Each new recruit is required to successfully complete Radar and LIDAR training in the Rappahannock Regional Criminal Justice Academy before they graduate as well as complete field training with the units before they can operate the devices on their own. In 2016, 34 individuals graduated from the Academy with this type of training. In addition, volunteers with the Sheriff's Office's Volunteer Traffic Safety Unit attend initial RADAR training in order to manage the Speedwatch program and to set up and test the radar trailers and signs.

In 2016, 20 deputies were newly trained in Radar and LIDAR; 76 deputies were recertified in Radar; and 14 deputies were recertified in LIDAR.

Roll call training is conducted throughout the year on a monthly basis during which a deputy from the Traffic Safety Unit provides information on current traffic safety campaigns, legal updates and directed patrol information (directed patrols are areas determined by crash data caused by speeding issues).

## PUBLIC INFORMATION AND EDUCATION

One of the strategies in the Virginia Strategic Highway Safety Plan to combat the statewide speeding problem is to "develop and implement a speed campaign incorporating media, enforcement, education, and evaluation where speed-related deaths and severe injuries are elevated."

The Stafford County Sheriff's Office's "Survive the Drive" plan lays out a year-long education and enforcement effort for speeding, with more aggressive efforts taking place during high-peak crash times such as holidays, weekends and evening hours, and when young drivers return to school or leave school for the summer. Survive the Drive is a yearly campaign that has five components: Evaluation, Education, Enforcement, Engineering and Evaluation. These five components are designed to reduce crashes in Stafford County and gain compliance in traffic laws through education and enforcement. Details on each component and what they entail are listed below:

1. **EVALUATION:** Constant research and evaluation of campaign activities.
  - a. Stealth Stats
  - b. Traffic Safety Data (in-house) to include time/date of crashes
  - c. TREDs
2. **EDUCATION:** Public education, relations, and awareness campaigns.
  - a. 3D speeches and DUI demonstrations at the high schools
  - b. Media releases (various waves)
  - c. Social Media releases

3. **ENFORCEMENT:** Through planned enforcement activities we can reduce crashes.
  - a. Enforcement based on data (Traffic Crash MAPS, complaints, etc.,)
  - b. Enforcement in high crash/speed locations
  - c. Enforcement in congested areas
  - d. Strict enforcement of seatbelt and child restraint laws
  - e. Control motor carrier routes and truck safety through enforcement
4. **ENGINEERING:** Physical transportation and roadway solutions.
  - a. Continue to assist in traffic control measures
  - b. Stay engaged with VDOT to come up with crash reduction solutions
  - c. Line painting
  - d. Signage
5. **EVALUATION:** Re-evaluate all data and adjust enforcement accordingly.

Our initiatives are usually announced with a press release, which we distribute to local media outlets via email. We also make press releases available on our website at [www.staffordcountysheriff.com](http://www.staffordcountysheriff.com) as well as social media. In fact, social media is one of the key tools the Sheriff's Office uses to get the word out to motorists because of its popularity, instantaneous dissemination, and ease of use. The Sheriff's Office has a Facebook Page and Twitter account. Social media is used to educate the public about safe driving, national campaigns and traffic awareness. Our local media has been helpful in assisting us in disseminating information about our enforcement efforts. For example, members of the TSU visit regularly with B101.5, a local radio station, to discuss enforcement waves as well as educate the motoring public on safety initiatives and crash behavior.

The Stafford Sheriff's Office also covers speed enforcement as part of the Youth of Virginia Speak Out Program (YOVASO). The Doppler principle is discussed in Stafford's middle schools' science classes and how it is used in a real world situation. The Doppler Effect (or the Doppler shift) is the change in frequency or wavelength of a wave (or other periodic event) for an observer moving relative to its source. Our School Resource Officers work with our Traffic Safety Unit to bring equipment and show how radar units using the Doppler principle. As part of the demonstration, students use a hand held radar unit and measure the speed of a motorcycle or car and listen to the tone associated with Doppler:

In addition to these ongoing efforts, we conducted the following speed-awareness campaigns in 2016

**April 7-16, 2016 – National Distracted Driving Awareness Month**

The Distracted Driver Campaign was conducted all month long. A mobile message board was placed at various locations throughout the county to educate the drivers of the danger of distracted driving. A press release about the campaign was also sent out at the beginning of the month.



*Facebook post on Work Zone Awareness Week*

**April 11-15, 2016 – Work Zone Awareness Week**

Warrenton Road is one of Stafford’s major roadways and primary accident routes. In 2016, it saw major construction as the lane-widening project was completed in the fall. While there were active work zones, the Stafford Sheriff’s Office conducted focused strict enforcement of speed and all other violations during this week, which was done in line National Work Zone Awareness campaign as well.

**September 6-9, 2016 – Back To School Awareness Week**

Our main goal on all of our roadways was to reduce speed related crashes during the first week of school when the volume of motor vehicles is increased exponentially from months prior. We focused strict enforcement of speed and all other violations for a week long stretch and periodically for the weeks following when needed. We increased our deputy presence in our school zones, posted a message board that included the opening date for Stafford Schools and asked motorists to watch for children and obey crossing guards.

**October 19-25, 2016 – National Teen Driver Safety Week/National School Bus Safety Week**

In conjunction with the national campaign for teen drivers, Stafford County focuses on urging parents to talk with their kids about the dangers of driving, including alcohol, lack of seat belt use, distracted driving, speeding, and extra passengers. Also, the “5 to Drive” rules of the road are pushed out via regular media channels and social media platforms.

While School Bus Safety Week focused on transporting students safely to and from school and recognizing bus drivers for doing so, Stafford also focused on reminding drivers to slow down around school buses and to obey school bus traffic laws. The Stafford County Sheriff’s Office increased enforcement around buses and schools during this week.

**ENFORCEMENT**

When patrol deputies are not responding to calls, they are enforcing traffic laws within their normal patrol areas or in a directed patrol areas within their assigned zones. The department conducted 227 patrols that were awarded by Virginia DMV through a grant. In 2016, there were a total of 15,941 traffic stops made by Stafford deputies. Out of those, 9,251 summonses were issued. Of those summonses, there were 2,575 summonses issued for speed violations, a decrease of 32% from 2015.

|   | <b>2015</b> | <b>2016</b> |
|---|-------------|-------------|
| # of Traffic Stops                                      | 19,939      | 15,941      |
| # of Traffic Summonses Issued                           | 11,638      | 9,251       |
| # of Traffic Summonses for Speed                        | 3,773       | 2,575       |
| # of Traffic Summonses for School Zone Speeding         | 30          | 42          |
| # of Traffic Summonses for Speeding in Residential Area | 124         | 104         |

There was an increase (40%) in the number of Traffic Summonses for Speed in School Speeding Zones in 2016 as compared to 2015, but a decrease of 16% in Traffic Summonses for Speeding in Residential Areas in 2016 as compared to 2015.

There were 55 patrols that were conducted specifically targeting speeding in 2016, with 1,822 citations issued for speeding during those patrols.

The TSU uses specific equipment to address speeding complaints and enforcement. They are: a digital message board; three digital traffic signs; two decoy cars; and two radar trailers.

**Radar Speed Detection Trailers** consist of a small box trailer with a radar unit installed and a display board that faces oncoming traffic. Trailers are located based on a monthly schedule published by TSU prior to the first of the month. A Speed Limit Sign is mounted on the trailers reflecting the speed limit at the particular location. The trailers then display the speeds of oncoming vehicles which the driver can compare to the posted speed limit. Trailer locations are determined by the TSU and by response to traffic complaints by citizens or by specific requests of command personnel or citizens' groups/homeowners associations.

**Decoy cars** are fully marked patrol cruisers with extra dark tinted windows and a non-functioning, window mount radar antenna. Locations for deployment are included on the monthly schedule. For the most part, these units are used on higher speed roads such as: Rt. #1, Rt. #3, Rt. #17, Rt. #610 and other locations where they are intended to gain attention and show Sheriff's Office presence. Decoys are placed on road shoulders and on medians in locations identical to where a deputy might set up to operate radar.

**Radar Speed Detection Sign Boards** are electronic signs that run on batteries and can be used to record traffic volume and speed information, display just a speed limit, detect and display the speeds of oncoming vehicles, display messages relating to any traffic-related information needed, or all of the above. In all cases, vehicle volume and speeds are sent to a central server and retained for later use in reports available to the Sheriff's Office. The signs are also capable of taking photos to reflect the view of the sign. Signs are used mostly on roads where no shoulders exist for the trailers or decoy cars. Other locations are often in response to citizen complaints or for the purpose of determining the need for enhanced enforcement. Locations are identified as with the other pieces of equipment and also based on specific requests by neighborhoods, HOAs or individual citizens. Reports are printed and used to determine areas requiring enhanced enforcement or to discuss specifics with those neighborhood groups, HOAs or individuals who requested speed deterrence. Reports are valuable tools in determining locations and times when enforcement will be most effective or in proving or disproving the existence of speeding issues on streets or neighborhoods.

**Speedwatch** involves trained volunteers who drive marked volunteer cruisers to locations specified by the Volunteer Traffic Safety Unit Supervisor or TSU leadership and volunteer coordinator. Radars are used to identify vehicle speeds on designated roadways. The volunteer records speeds above the posted speed limit by 10 MPH or greater, to include as much vehicle information as possible, but as a minimum,

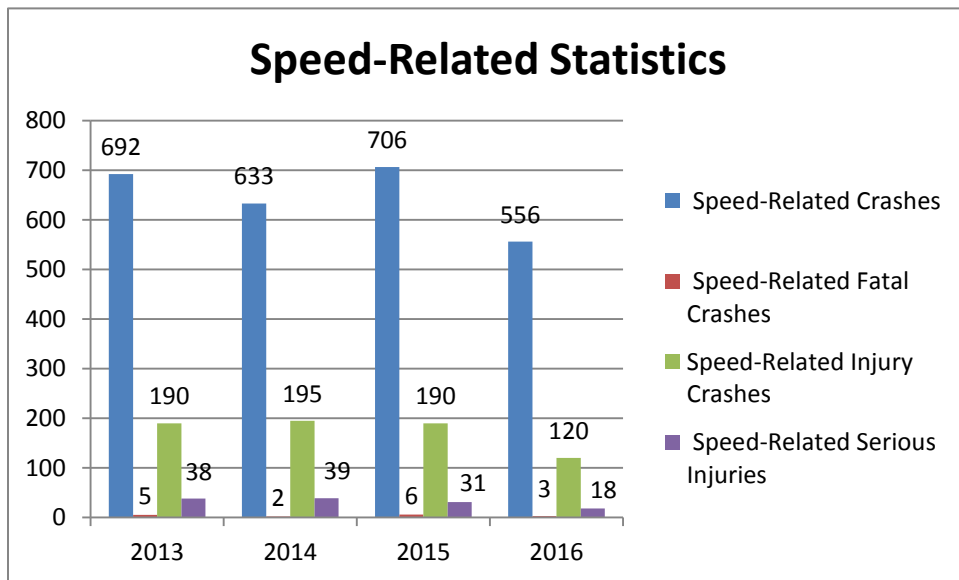


the vehicle registration and color of the vehicle. Recorded information is then provided to the ECC where dispatchers run the registration through DMV and provide the recording sheet and DMV returns to TSU for Quality Assurance Checks. Recording sheets and DMV information that pass the quality assurance review are then provided to the Field Operations Division Secretary who prepares individual letters to vehicle owners identifying the speed their vehicle was going at a specific location at a specific time on a specific date. Letters are signed by the Sheriff and mailed to vehicle owners.

In addition to our campaigns and the equipment we use for speed enforcement, other activities were held throughout Stafford in 2016 including directed patrols, check points on major thoroughfares such as Jefferson Davis Highway, speed displays, unmanned vehicles in areas in which speeding was noticed on a regular basis, corridor enforcement, and enhanced fine zones.

## OUTCOMES

Speed-related crashes decreased 21 percent in 2016 as compared to 2015, and decreased by 12 percent as compared to 2014. Speed-related Fatal Crashes decreased by 50 percent in 2016 as compared to 2015 but increased by the same percentage as compared to 2014. Speed-related injury crashes decreased by 37% as compared to 2015, and decreased by 38 percent as compared to 2014. Speed-related serious Injury crashes decreased by 42% as compared to 2015, and decreased by 54% as compared to 2014.



We follow up six months after we conduct increased enforcement in a specific area to determine if problems still persist at that location. If they continue, then we monitor and enforce in that area twice a year and continue tracking progress.

|  |                          |                    |
|--|--------------------------|--------------------|
| <b>STAFFORD COUNTY SHERIFF'S OFFICE</b>                  |                          |                    |
| <b>MANUAL OF GENERAL ORDERS</b>                          |                          |                    |
| General Order: 06-01                                     | Effective Date: 1/1/2000 | Amended: 7/28/2015 |
| <b>TRAFFIC LAW ENFORCEMENT CONSTITUTIONAL SAFEGUARDS</b> |                          |                    |

I. POLICY:

Objectives of traffic law enforcement are to reduce traffic accidents and injuries, and to facilitate the safe and expeditious flow of vehicular and pedestrian traffic through voluntary compliance with traffic regulations. The Stafford County Sheriff's Office seeks to achieve this objective through a combination of education and enforcement.

The Sheriff's Office seeks to educate the public regarding traffic regulations through programs aimed at exposing specific problems, and by publishing traffic accident and injury statistics.

Enforcement action will be taken upon detection of an illegal and potentially hazardous act, without regard for such factors as attitude, intent, or excuse. Enforcement action may consist of a warning, citation, or arrest.

Traffic enforcement is one of the many tasks performed by deputies, but for violators it is frequently an emotionally traumatic experience. In many cases, this is the only contact that a person has with law enforcement. Deputies should strive to make each contact educational and to leave the violators with the impression that the deputy has performed a necessary task in a professional manner.

The Sheriff's Office conducts statistical and visual surveys to determine by location, time and day of week which violations are causing accidents. Based upon the information obtained, personnel are deployed to take enforcement action. In addition, when complaints are received regarding a specific traffic problem in a particular area, personnel are assigned to investigate and take appropriate enforcement action.

II. PURPOSE:

The purpose of this order is to prescribe procedures for traffic law enforcement, preventive patrol, proactive enforcement, and relationships with motorists, pedestrians, and the courts.

III. PROCEDURES:

A. Types of Enforcement Actions:

Enforcement action may consist of a warning, citation, or physical arrest.

1. Warnings: A warning may be issued to a violator whenever there is a minor traffic infraction committed in those areas where traffic accident experiences are minimal, or when the act may be due to ignorance of a local ordinance, which may be a unique violation or a violation, of which the driver may not be aware. An effective warning, properly given by a deputy, can be more effective, while building positive rapport with

drivers, than any other type of enforcement action.

2. Virginia Uniform Traffic Summons (UTS): A UTS should be issued to a violator who jeopardizes the safe and efficient flow of vehicular and pedestrian traffic, including hazardous moving violations or operating unsafe and improperly equipped vehicles.
3. Physical Arrest

Deputies will make a physical arrest, in compliance with *Virginia Code § 46.2-940*, of:

- a. Violators of traffic laws pertaining to Driving Under the Influence of Alcohol (DUI) or other Intoxicants,
- b. Whenever a felony has been committed involving a vehicle,
- c. When the operator refuses to sign the promise to appear on the traffic summons, and

B. Handling: Special Categories of Violators:

1. Career consular officers of foreign nations are immune from arrest for criminal and traffic offenses unless arrests are ordered by a federal magistrate. Once identified, consular officials will not be detained unnecessarily. Consular immunity does not normally extend to members of consular officer's families or employees. (See General Order 05-06)
2. The Lieutenant Governor and members of Legislature, under *Title § 30-6 Code of Virginia*: During the session of the General Assembly and for five days before and after the session, the Lieutenant Governor, a member of the General Assembly, or the Clerk thereof and their assistants, shall be privileged from being taken into custody except for treason, a felony, or a breach of the peace. The issuance of a traffic summons for a moving traffic offense is allowed, as is a physical arrest in the case of an offense involving DUI.
3. Military Personnel: Deputies will abide by *Virginia Code § 46.2-305, § 46.2-306 & § 46.2-308*. When enforcing licensing/traffic violations pertaining to military personnel.
4. Nonresident who are licensed by a reciprocal state will be treated the same as residents. When the offender is licensed in a non-reciprocal state, a physical arrest may occur.

C. Information Regarding Traffic Summons:

The Virginia Uniform Traffic Summons will be completed whenever a motorist is to be charged with a motor vehicle violation, including the following information:

1. Court appearance schedule (Date and Time)

2. Whether court appearance by the motorist is mandatory
3. Whether the motorist may be allowed to prepay the fine prior to court and enter a guilty plea
4. Any other information necessary prior to release of the motorist.

D. Uniform Enforcement Policies for Traffic Law Violations:

The following guidelines for uniform traffic law enforcement actions in routine situations are provided to assist deputies in making decisions as to whether or not a traffic summons is warranted.

1. Speed violations. Should be a clearly convictable speed in court. May depend on location of violation (congested area, downtown, school zone, etc.).
2. Other hazardous violations. Consider degree of hazard, place, previous accident history of location, current directed patrol emphasis, etc.
3. Equipment Violations. Often motorists are unaware of minor equipment defects and bringing the problem to their attention will suffice. A summons should be considered in cases of flagrant equipment defects.
4. Public carrier/commercial vehicle violations. Consider the congestions, lack of parking, and carrier needs for delivery access.
5. Other non-hazardous violations. Consider warning unless repetitive or flagrant.
6. Multiple violations. May cite all if deemed necessary, normally picks the most serious violation and warn on others.
7. Newly enacted laws and/or regulations. Normally, a grace period is established during which only warnings should be given. Thereafter, the deputy should use discretion.
8. DUI. See Sections L and N.
9. Seatbelt and Child Safety Restraints. Deputies should ensure that all safety restraints are utilized by the driver, front-seat passenger and minors (17 years of age and under) in compliance with the Code of Virginia.

E. Traffic Law Enforcement Practices:

1. Normal traffic enforcement involves visible traffic patrol by deputies who observe and handle traffic violations during the performance of their normal duties.
  - a. Area patrol involves traffic enforcement within the deputy's assigned area of responsibility (Sector/area).

- b. Line patrol involves traffic enforcement along and concentrating on a particular section of roadway (Example: Route US1, 3, 17, etc.).
  - c. Directed patrol instructions can specify enforcement efforts in an area, on a line patrol, or at a specific location, depending on the nature of the hazard/violation being concentrated on.
2. Stationary observation, either covert or overt, may be used as a technique to make observations about the flow of traffic at a particular location. Deputies are encouraged, when completing reports or doing other activities which will keep them out of service for a short while, to park their patrol vehicles in a conspicuous location, where just the presence of the vehicle will serve to remind the other drivers of the need for compliance with traffic laws. Enforcement which requires the use of a covert location is less well accepted by the motoring public, but may, at times, be the only way to tackle a particular problem.

F. Objectives of Traffic Stops:

There are two primary objectives of a traffic stop. The attainment of these two objectives depends upon the deputy's ability to evaluate the violator's mental outlook, physical condition, and facts concerning the violation. This requires a thorough understanding of human relations and demands flexibility on the part of the deputy. Enforcement procedures should minimize conflict, which may develop between the deputy and violator and assist in achieving the two major objectives, which are:

- 1. Immediate objective: To take proper and appropriate enforcement action.
- 2. Ultimate objective: Favorably alter the violator's future behavior.

G. Stopping the Traffic Violator:

All traffic stops have an unknown risk factor associated with them. These stops are directly related to the frequency in which the deputy performs this task while having the least amount of information on the person operating the vehicle. Therefore, the Deputy shall abide by the following procedures in order to increase awareness, prevent complacency and eliminate personal injury through physical or vehicular assault.

The following steps in stopping and approaching the traffic violator are intended to provide maximum safety for the deputy, the violator, and other users of the roadway. Varying conditions regarding the engineering of the particular traffic artery, the urgency to stop the violator (drunk driver), and the existing volume of traffic may require adjusting or altering the recommended procedure. These procedures are to be followed when possible, and are presented from the perspective that ideal conditions exist.

1. The apprehension of a traffic violator has begun when the deputy has positioned himself behind the violator to begin the stopping procedure.
2. At this point, the deputy should notify the Communications Center of the license number and the intended location of the traffic stop.
3. The deputy should be thoroughly familiar with the area, and anticipate the appropriate location to stop the violator. Consideration should be given to a location with ample space, appropriate lighting and should avoid stops on hills, curves, intersections, private drives, and business locations which have limited parking.
4. The violator should be signaled and directed to the right side of the roadway close to the curb, or onto the shoulder if engineering design of the roadway permits this.
5. On multi-lane roadways, the deputy should ensure the safety of the violator during lane changes by gradually changing from lane to lane with the violator until the ~~right~~ side of the roadway is reached.
6. Should the violator stop abruptly in the wrong lane or in another undesirable location, he should be promptly directed to move to a safer location. Deputies should use the public address system to instruct violators to move to a safer location. If the deputy's verbal directions and gestures are insufficient to bring understanding, the deputy should quickly dismount from the patrol vehicle and give verbal instructions to the violator.
7. The violator should not be permitted to move his vehicle once it has stopped, if it is suspected the driver has been drinking to the extent that his driving ability is impaired.
8. Once the violator has stopped in an appropriate location, the deputy should position the patrol vehicle approximately one-half to one car length behind the violator's vehicle. The patrol vehicle should be positioned so that it will offer the deputy some protection from oncoming traffic. This position should be two feet outside and to the left of the violator's vehicle. This position provides maximum safety to the violator, the deputy, and all other traffic.
9. The deputy should exit from the patrol vehicle and be continuously alert for any suspicious movement or actions on the part of the violator or other occupants in the violator's vehicle.
10. The deputy should approach from the rear of the violator's car, looking into the rear seat area, and stop at a point to the rear of the trailing edge of the left front door. This position should be maintained if there are only occupants in the front seat of the vehicle. From this position, the deputy can communicate with the violator, keeping him in a slightly awkward position, and at the same time keep all occupants of the vehicle in view.

11. In those cases where the violator's car has occupants in both the front and rear seats, the deputy should approach to a point near the leading edge of the left front door, being especially alert for any unusual actions on the part of the occupants and choosing a path so the door cannot be used as a weapon against the deputy. From this position, the deputy can communicate with the violator and keep all occupants in view.
12. In those traffic stops made by two man patrol vehicles, the passenger deputy should be responsible for all radio communications, writing all notes and messages relayed from the communications center, and during the traffic stop should exit from the vehicle and act as an observer and cover for his fellow deputy.
13. At night, the procedure is basically the same with the additional necessity of exercising caution in selecting an appropriate place for the traffic stop, signaling the violator, and positioning the patrol vehicle. After the stop, in addition to the headlights, the takedown lights should be activated, and the spot light should be on the inside mirror.

Deputies should consider approaching violators on the passenger side in high speed areas.

#### H. Approaching the Traffic Violator/Deputy -Violator Relations:

Once the deputy has stopped the violator and approaches to a point where communications can begin the following guidelines should be followed in terms of deputy-violator relationships:

1. Be alert at all times for the unexpected, but do not be obviously apprehensive.
2. Be absolutely certain the observations of the traffic violation were accurate, without reservation.
3. Present a professional image in dress, grooming, language, bearing, and emotional stability.
4. Be prepared for the contact by having the necessary equipment and forms, if they are to be used, immediately available.
5. In many cases, the deputy will have already decided on an enforcement action when approaching the violator. Taking into consideration the area of the violation, the severity of the offense and its impact on the community, the may also evaluate the violator's willingness to conform or modify their driving behavior and determine whether a warning or summons will be needed. A violator who demonstrates their understanding of the offense and its impact may be affected appropriately by a warning and correct the deficiency when issuing a summons might have an unnecessary negative impact. However a violator who does not show remorse and concern for the bad driving behavior may need to be summonsed in order to cause a positive change in their driving behavior. This officer discretion needs to be used professionally only considering what is best for the community as a whole and not considering the individuals gender, race or any personal characteristics.

6. Greet the violator with an appropriate title and in a courteous manner.
7. Inform the violator what traffic law he has violated and the intended enforcement action; the violator should not be kept in suspense.
8. Ask for the violator's driver license and vehicle registration, and accept only these forms. Any attempt by the driver to offer money to the deputy should be quickly refused; and the individual advised such an action can be considered attempt bribery.
9. If the driver has no driver's license, obtain another document of identification.
10. Complete the forms required for the enforcement action taken or exercise a verbal warning, if this is the decision.
11. Explain to the violator exactly what he is supposed to do in response to the action taken and how this action will affect him.
12. If the enforcement action requires a court appearance make sure the violator knows where and when to appear. Explain any alternatives to the violator, but do not predict the actions of the court.
13. Be alert to any emotional stress exhibited by the driver. If stress is present, the instructions may have to be repeated or the violator may need to calm down before resuming driving.
14. Return the violators drivers' license, registration, and a copy of the action taken.
15. Assist the violator in safely reentering the traffic flow.
16. Try not to follow the violator.

#### I. Increased Risk Stops

In situations where there is an increased risk already known to the deputy(s) making the stop, certain precautions should be taken in addition to standard stopping procedures. Examples of such incidents include, but are not limited to: suspects of misdemeanors (such as shoplifting or domestic assault) suicidal subjects, known police fighters.

1. These stops have a higher likeliness for danger/safety concerns for deputies and require the following additional precautions be taken:
  - a. Preplan the stop: Minimal traffic, wait for additional officers if possible, provide additional suspect information to ECC.
  - b. Increase the distance between suspect and Sheriff vehicle



- c. Maintain cover/contact officer positions and visual contact with subjects
- d. Issue verbal commands
- e. Use additional resources, as available (i.e. Electronic Control Device, K-9, etc.)

J. Felony Stops:

Stopping a Known or Suspected Felon: Special procedures should be used in vehicle stops when the occupants of a vehicle are known to be armed and dangerous. When a vehicle driven by a known or suspected felon is located by a deputy, he will notify the dispatcher immediately of his location, and give a thorough description of the vehicle, and of occupants. The deputy will keep support units informed of the location and direction of travel to facilitate their approach with minimal use of emergency equipment. The suspect vehicle will not be stopped, unless absolutely necessary, until adequate support is available and in position. The following procedures will be used in effecting the stop:

1. The deputy will plan to stop the suspect vehicle in a location, which presents minimal danger to other citizens.
2. When conditions are appropriate, and support units available, the deputy will move into position to the rear of the suspect vehicle.
3. The deputy will signal the violator to stop, utilizing all emergency equipment to warn other traffic.
4. The violator will be stopped on the extreme right side of the road.
5. If the violator is known to be armed and dangerous, the deputy will have his weapon easily accessible and ready for immediate use.
6. When the suspect vehicle begins to stop, the deputy will turn off the siren and actuate the public address system.
7. The deputy will park the patrol vehicle so that it provides maximum protection and cover for him.
8. At night, all lights will be focused on the interior of the suspect vehicle, including spotlights to the disadvantage of the violator.
9. The deputy will dismount the patrol vehicle quickly, but remain behind the door and accessible to the public address system microphone.
10. The deputy making the stop is in command and will direct each occupant, utilizing the public address system to get out of the vehicle individually according to specific directions and into the appropriate search position, after which the approach may be

made.

11. If a public address system is not available, the deputy will give voice commands if they can be heard; if this fails, the deputy will cautiously approach the vehicle, keeping all occupants in view, to a point where he can be heard.
12. The deputy will also give instructions to the support deputies, even if not needed, to assure the suspects that additional support is available.
13. The support deputies will cover the arresting deputy and remain on the curbside of the vehicle until all occupants have dismounted and are in the search position.
14. The support deputies will not give additional commands as this would tend to confuse the suspects, but will make their presence known by responding to the commands given by the arresting deputy.
15. When all occupants have been removed from the vehicle, the support deputies should move to a position to cover the arresting deputy. The vehicle should be inspected for hidden suspects. All persons should then be searched.
16. Extreme caution will be exercised by deputies not to get within each other's line of fire.
17. Arrestee will be searched and handcuffed prior to being transported.

K. Persons Charges with Revoked/Suspended Operator's License:

1. The Virginia Uniform Traffic Summons (UTS) may be issued when a deputy has stopped a vehicle and identified the driver as driving with a revoked or suspended operators license (*Virginia Code 46.2-301*).
2. A deputy who sees an individual driving, who is known to be under suspension or revocation, if not able to stop the individual in a timely manner, may swear out a warrant for the violator.

L. Speed Enforcement:

Procedures for the enforcement of laws applying to speed will vary in accordance with the type of equipment used.

1. Pacing: The deputy should follow the vehicle being paced at a constant interval for an adequate distance, normally one half to one mile, to obtain a reading on the speedometer indicating a speed exceeding that posted. All speedometers must be calibrated at least every six months and calibration filed with the Clerk of the District Court.
2. Radar: The following guidelines are established for the use of RADAR (Radio Detection And Ranging), which will always be operated in compliance with

manufacturers' instructions. All Sheriff's Office radar units meet current NHTSA standards. Generally, the following procedures are applicable to operation of radar units:

- a. The radar unit must be properly installed in the vehicle and connected to the appropriate power supply.
- b. The effective range of the particular radar unit must be thoroughly understood by the operator, so visual observations can support the speed meter readings.
- c. The radar unit's accuracy will be checked to ensure the unit is functioning properly for checking speeds. The operator must follow the manufacturer's recommended specific methods of checking the accuracy without exception. Any problems with the operation of radar units or apparent malfunction should be promptly reported the designee in Traffic Safety.
- d. The deputy must establish the following elements in court when radar speed charges are placed:
  - (1) The time, place and location of the vehicle that was checked, the identity of the operator, the speed of the vehicle, and the visual and radar speed check.
  - (2) Deputy qualifications and training in use of radar and that the deputy was in uniform and displaying his badge of authority.
  - (3) The radar unit was operated properly.
  - (4) The unit was tested for accuracy prior to use and after use by an approved method.
  - (5) Identify the vehicle and should have made a visual observation of its apparent speed.
  - (6) Speed limit in the zone in which deputy was operating and where such signs were posted.
- e. Radar training is given to all deputies assign to the Patrol Division. Deputies, in court testimony, should be able to cite/display training received.
- f. Radar tuning forks must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the tuning forks are out of the calibration date, the tuning forks are not to be utilized for checking the accuracy of the radar unit until they are properly calibrated.
- g. The Commander of Field Operations is responsible for ensuring that radar units

receive proper care and upkeep, all required maintenance and calibration of radar tuning forks is performed, records kept, and that appropriate certificates are on file with the Clerk of the District Courts and the Sheriff's Office.

3. LIDAR: The following guidelines are established for the use of LIDAR (Light Detection and Ranging).
  - a. Operators must be trained and certified by a DCJS certified instructor.
  - b. LIDAR must be checked for calibration every six (6) months and copies of the calibration must be on file with the Clerk of the General District Court. If the LIDAR unit is out of the calibration date, the LIDAR unit shall not to be utilized until it is properly calibrated.

M. Alcohol Counter Measures Program:

1. The arrest of an individual for driving under the influence differs significantly from other traffic law violations. Any person who operates a motor vehicle while under the influence of alcohol or other self-administered intoxicants or drugs poses an unpredictable hazard to law-abiding motorists; therefore, each deputy of the Stafford Sheriff's Office will make an intensified effort to remove this type of driver from the highway. The Sheriff's Office has established a proactive alcohol enforcement program that has as its goal the reduction of accidents involving alcohol.
2. The Commander of Field Operations will be responsible for assignment of personnel for enforcement duty, for design of checkpoint, for liaison with the Commonwealth Attorney, and the Courts. In addition, the Commander of Field Operations is responsible for:
  - a. Assignment of regular patrols to cover the high accident locations times/days within the county, with emphasis on the violations that have caused the accidents.
  - b. Assignment of targeted DUI patrols to concentrate on violation areas, times and days that relate to alcohol infractions.

N. Speeding Counter Measures:

Speeding is one of the leading causes of motor vehicle crashes. Speed greatly reduces a motorist ability to react and avoid an emergency situation. It also greatly increases the severity of a crash. Speed counter measures are required to reduce crashes and improve the quality of life for those that live in Stafford County. It is to that end that the patrol division commander or his designee will assign resources to reduce speeding problems. Speed studies, crash data, and citizen concerns will be used to analyze problems and direct resources.

1. Speeding Counter Measure Resources

- a. Directed patrols
  - b. Check points
  - c. Speed displays
  - d. Unmanned vehicles
  - e. Corridor Enforcement
  - f. Multi-jurisdictional campaigns
  - g. Enhanced fine zones
  - h. Stafford County traffic calming policy
2. Awareness Tools
    - a. Media Releases
    - b. Signs and Billboards
    - c. Safety presentations
    - d. Multi-jurisdictional campaigns
- O. DUI Enforcement Procedures:
1. General: Driving under the influence has been interpreted by various courts to mean the ability to operate a motor vehicle is reduced or impaired by the consumption of alcoholic beverages or other drugs. It does not imply that the operator of a motor vehicle be in a state of alcoholic or drug-induced stupor or be entirely incapable of exercising physical control of vehicle. Driving under the influence of intoxicants is an offense generally associated with leisure-time activity. Consequently, most arrests are made during evening hours or in the early morning hours after taverns close or social gatherings end. Although, the intoxicated driver may be observed any day of the week, weekends and holidays reflect an increase of offenses and arrests.
  2. Laws: Each deputy will be familiar with state laws (*18.2-266, 18.2-269*) and county ordinances that relate to driving under the influence.
  3. Locating and Stopping
    - a. As soon as a deputy suspects a driver of being under the influence, observations should be noted for future reference. The following is not inclusive:
      - (2) Sitting through a green light
      - (3) Weaving
      - (4) Very slow speed
      - (5) Excessive speed
      - (6) Disregard for stop signs or signals

- b. When you have observed a driver whose actions are similar to the above or are not consistent with sound driving practices, an immediate stop should be made.
  - c. Be alert and use extreme caution when stopping a suspected intoxicated driver. Keep in mind that alcohol or drugs affect judgment and often result in erratic behavior.
  - d. Follow established procedures for stopping traffic violators.
4. Deputy-Driver Contact
- a. Deputies will be polite and businesslike, remaining aware that the driver's judgment, self-restraint, and self-confidence are the first faculties to be distorted by alcohol, creating the setting for lack of cooperation, belligerency, and even physical contact. Do not allow yourself to be drawn into an argument.
  - b. Get the violator out of the vehicle and to a safe location, carefully observing all actions and statements.
  - c. Obtain the person's operator's license or other identification, if you have not previously done so.
  - d. Suspected drivers will be requested to perform the following preliminary tests:
    - (1) Dexterity test or Field-test (e.g., one leg stand (OLS), walk a straight line (WAT), etc.)
    - (2) Alcosensor/alcolyser tests-indicates amount/degree of alcohol present in the blood. Driver must be advised he has the option of taking this test and that the results cannot be used against him in court.
  - e. The test results and driving behavior should be collectively weighed in the decision to make an arrest; however, the suspect driver may refuse these tests. If so, the deputy may arrest on the basis of observations of driving behavior and suspects physical actions. The suspect driver whose dexterity performance is unacceptable, yet chemical test reveals no alcohol consumption, should be carefully observed for signs indicating drug usage or abuse. Deputies may also arrest in this case on the basis of observations of driving behavior and dexterity alone.

5. Processing DUI

Provisions and procedures outlined in the *Code of Virginia §18.2-266 through §18.2-273* should be applied without regard to age to any suspected intoxicated driver.

- a. Every driver arrested for driving under the influence will be advised of the law requiring a blood or breath test to be taken and the penalty for refusal. (Implied Consent Law)

(1) Breath Test

If the violator submits to the breath test for intoxication, it will be administered by a qualified breathalyzer operator. Normally, the test will be conducted at the Sheriff's Office.

(2) Blood Test

(a) The deputy will transport the suspected DUI to the hospital designated by the Sheriff's Office for the blood test. Emergency room or hospital personnel will advise you where to go and what to do. The suspect is not to leave your sight during this time. Once the physician, registered nurse, or technician is ready to draw the blood, you will not handle the vials ~~again~~ until they are provided to you sealed. There are instructions directing the person drawing the blood on the proper procedure in each box. Once the blood has been drawn and the package is sealed and returned to you, the gathering of physical evidence is over.

- 1) Note the conditions under which the blood is drawn (sterile).
- 2) Note the name of the person drawing the blood and their occupation. They must be a doctor, registered nurse, graduate laboratory technician, or a nurse authorized by a Circuit Court Order.
- 3) Get the state card number and date of expiration showing the person is one of the above.
- 4) If you assisted in drawing the blood, be prepared to testify to the following. If you only observed the blood being drawn, be prepared to say you observed the following:
  - a) Person drawing blood washed hands.
  - b) Cellophane vial wrappers were sealed before opening.
  - c) Syringe package was sealed before opening.

- d) Needle package was sealed before opening.
- e) Soap was sealed before opening.
- f) Gauze package was sealed before opening.
- g) Note area from which blood was drawn (left arm, etc.)
- h) Area was washed with soap and water.
- i) 10 cc of blood was placed in each vial.
- j) Each vial was capped and sealed.
- k) You verified the information on each vial.

(3) The arresting deputy is responsible for mailing the blood samples to the address listed on the box. It is necessary for you to print the return address on the box.

b. If a violator does not submit to the breath test or blood test after having been advised of the law, the deputy will read and complete, State-Form DC-233 "Declaration of Refusal". The completed form will be presented to the Magistrate and attached to arrest warrant and traffic summons and forwarded to District Court.

c. Sheriff's Office forms will be completed accounting for the incident and indicating the results of any tests that have been administered. The following are examples:

(1) The use of the DUI Report Form (SSO-100-070) is valuable in processing the drinking driver. This form shall be utilized and completed, to the extent the cooperation of the suspect allows, on every person arrested for Driving Under the Influence. A copy shall be forwarded to Records, Commonwealth's Attorneys Office, and a copy retained by the arresting deputy for court testimony.

P. Special Traffic Problems:

1. Identification and referral of driver recommended or re-examination to the Division of Motor Vehicles: During routine traffic law enforcement activities, deputies frequently encounter persons who they suspect of being incompetent, physically or mentally disabled, or having other conditions that might prevent the person from exercising reasonable and ordinary care over a motor vehicle. In all such cases, in addition to the enforcement action by the deputy, the deputy will notify the Virginia Division of Motor Vehicles in writing of these findings or suspicions, giving the individual



violator's full name, date of birth, operator license number *and* a brief description of the disability noted.

2. Pedestrian and Bicycle Safety

- a. The Commander of Field Operations will routinely review the traffic accident records to determine what enforcement actions are needed to provide a proactive pedestrian/bicycle safety enforcement program.
  - (1) Reduce or eliminate human or environmental factors leading to accidents.
  - (2) Reduce or eliminate the behavioral actions, decisions, and events that lead to the accidents.
  - (3) Reduce or eliminate the type of accident by counteracting precipitating factors.
- b. The Commander of Field Operations will direct appropriate patrol activity based on recommendations made.

3. Off-Road Vehicles, including dirt bikes, snowmobiles, and mopeds

- a. Accidents involving off-road vehicles that do not occur on a public highway do not require traffic accident reports. If the responding deputy finds it convenient, he may complete an accident report, State Form FR 300P, and attach it to the offense report if an incident report is completed based upon the nature of the accident/incident.
- b. Any deputy observing an unlicensed off-road vehicle that cannot be legally operated on the public highways, being operated on the highway shall order the vehicle to be removed and take appropriate enforcement action.
- c. Enforce law, rules and regulations concerning the operation of off the road vehicles on public-owned trails, parks, or property.

4. Private Property

With the following exceptions, accident reports (FR-300P) are not required when the incident occurs on private property; however an IBR Report is required:

- a. Death and/or injury;
- b. Hit and Run (vehicle or pedestrian);
- c. Striking an unattended vehicle leaving the scene without notice);

- d. County School Buses if only the bus is involved and the value is less than \$1500.
- e. Hazardous material involved;

In the event no report is required, deputies shall assist the citizens involved with the exchange of information.

Q. Virginia Uniform Traffic Summons: (UTS)

- 1. The Virginia Uniform Traffic Summons (UTS) will be completed for all violations of traffic laws charged by members of the Sheriff's Office. The UTS:
  - a. Provides a uniform method of submitting information to the courts.
  - b. Provides an orderly method of collecting and compiling statistical information concerning this office's enforcement activities.
  - c. Serves as a record for the deputy concerning arrests made.

R. Non-Moving Vehicle Emergency Equipment Use: (On/Off Roadway)

When a deputy is parking a Sheriff's vehicle, and/or conducting a motorist assist, on the roadway or on the shoulder, the emergency lights will be used to prevent any traffic hazard. If the deputy is parking a Sheriff's vehicle, or conducting a motorist assist, off of the roadway, out of traffic, and it is deemed that no emergency equipment is necessary, it may not be required. Any time a Sheriff's vehicle is parked or a motorist assist is conducted, the deputy shall make all possible efforts to avoid being in traffic or on the roadway.

S. Occupant Safety:

The Stafford County Sheriff's Office recognizes that motorist in crashes are much more likely to be seriously injured or killed when not wearing their safety belts. We further realize that unrestrained or improperly restrained children and infants are even at greater risk and therefore require special attention and directed enforcement attention. While our traffic enforcement policy does allow for warnings in certain situations they are strongly discouraged in these instances.

A. Counter Measures

The patrol division commander or his designee will be responsible for tracking and monitoring seat belt statistics in the county. This data will be overlapped with crash data to drive education and enforcement activities. The patrol division commander will also ensure an adequate amount of members will be certified child safety seat inspectors. He will further insure that these members make themselves available to inspect child safety seats on a regular schedule. These members will also work with other partners in public safety to insure child seats are available to those who may not

be able to purchase them. Other education or awareness counter measures may consist of;

1. Media Releases
2. Signs and Billboards
3. Safety presentations
4. Seat belt surveys and checkpoints
5. Safety seat inspections
6. Multi-jurisdictional campaigns

B. Enforcement Counter Measures

1. Directed Patrols
2. Checking Details
3. Investigation and prosecution of citizen complaints regarding unrestrained children
4. Multi-jurisdictional campaigns



# Stafford County Sheriff's Office

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Law Enforcement Challenge

Local Issues



## STATE/LOCAL ISSUE

### PROBLEM IDENTIFICATION

After a surge in teen driver deaths in the Commonwealth as well as in Stafford County in the early 2000s, the Stafford Board of Supervisors created the Youth Driver Taskforce in March 2004 to look at the broadest range of issues that impact teen driver safety in the county. Task Force members stated that “locally, if we can prevent just one Stafford County teen death, this is a worthwhile effort.”

After six months examining youth driving in Stafford, the group issued a final report in October 2004 and listed recommendations in five areas: Infrastructure, Awareness and Coordination, Driver's Education Enhancements, Law Enforcement and Judicial Issues, and Stafford County Public School Board Policies. Stafford has made much progress in many of these areas. For example, the Stafford Sheriff's Office plays a much greater role in teen driver education by going directly to the students in middle schools and high schools to educate them about teen driver safety laws, rules of the road, and the consequences of inappropriate actions by teen drivers. But one area that continues to be a challenge for the community as a whole is infrastructure. Simply put, Stafford County's population has grown and continues to grow at a rate that has made it difficult for local government officials to keep up with the community's transportation infrastructure needs.

Over the last 10 years, Stafford's population has grown just over 18 percent. During that time period it has remained one of the fastest growing localities in Virginia. Today, Stafford is home to 142,380 residents. The growth is projected to continue its rapid climb. According to the University of Virginia's Weldon Cooper Center for Public Service, which forecasts population estimates for localities in Virginia, Stafford will see a 141 percent increase in population by the year 2040.

While new developments – both commercial and residential – have gone up to accommodate the growing number of residents, some infrastructure improvements continue to lag behind. This is because Stafford was largely an agriculture community for centuries. It wasn't until Interstate 95 bisected the County in the 1960s that it began to see small changes in that economic base, and that progress itself was slow moving. Today, Stafford's residents enjoy many amenities including beautiful parks and trails, high quality public schools, and many shopping and dining venues. More businesses – many of them known worldwide - are making their home in Stafford. Some of these include Lockheed Martin, Intuit and Geico.

Stafford's transportation system was not initially designed to support suburban and urban land use densities. Today, however, the county's roads are used almost exclusively by automobiles and have significant morning and afternoon traffic congestion. Each year more and more drivers travel through the county using infrastructure not suitable for the increased traffic due to narrow roads with no

shoulders, guardrail and a significant amount of objects such as trees, signs, and mailboxes in the crash zone.

Also adding to the infrastructure problem is a reduction in infrastructure funding of some of our secondary roadways. As a result, these roads continue to deteriorate and contribute to crashes. These hazards combined with speed result in crashes that continue to add to the demand of the TSU.

## **POLICY**

The Stafford County Sheriff's Office's Manual of General Orders includes General Order 06-03, "Traffic Control and Services." Section J of General Order 06-03 addresses Traffic Engineering. This section states that the Virginia Department of Transportation (VDOT) is responsible for road engineering in the County, but that the Sheriff's Office will assist VDOT in the following manner:

1. Collect and compile selected traffic data
2. Conduct special traffic surveys and studies
3. Analyze accident and enforcement data
4. Prepare special reports and make recommendations concerning the efficient use of traffic control devices, new and revised laws or ordinances, and engineering improvements
5. Participate in local and regional transportation system management planning

The Sheriff's Office also forwards any engineering deficiencies brought to its attention to VDOT for evaluation and/or corrective action, and the complainant advised of action taken.

## **PLANNING**

The Youth Driver Task Force Report is a valuable planning guide when reviewing transportation infrastructure hazards in Stafford. In its final report, it provided a list of "Hot Spots" for accidents in Stafford. Many of these areas in Stafford had hazards such as narrow pavements, severe shoulder drop off, obstructions in the easement such as trees or poles, blind spots and errors in the road's camber (curve on the road's surface). Some of these projects were included in Stafford's citizen-approved 2008 Transportation Bond Referendum and the County continues working on making these improvements. For example,

Stafford has worked on improving some of these dangerous areas. For example, Truslow Road was identified by the Youth Driver Task Force as a dangerous road and also included on the 2008 Transportation Bond Referendum project. The road was reconstructed between Berea Church Road (SR-654) and Plantation Drive (SR-1706). The project consisted of a new roadway alignment was constructed approximately 200 feet south of existing Truslow Road in order to eliminate the sharp curves and avoid residential relocations. Construction was completed in August 2016.

In addition to using information from the Youth Driver Task Force and the 2008 Transportation Bond Referendum, the Stafford County Sheriff's Office's Traffic Safety Unit (TSU) uses its "Survive the Drive" Campaign planning document at the beginning of each year to plan out the year's education and enforcement efforts for traffic-related issues. Survive the Drive is a public safety initiative, which aims to provide education, information, and solutions to keep the roadways of Stafford County safe. Its Concept of Operations outlines five areas on which the TSU focuses:

1. **EVALUATION:** Constant research and evaluation of campaign activities.
  - a. Stealth Stats
  - b. Traffic Safety Data (in-house) to include time/date of crashes
  - c. TREDs
  
2. **EDUCATION:** Public education, relations, and awareness campaigns.
  - a. 3D speeches and DUI demonstrations at the high schools
  - b. Media releases (various waves)
  - c. Social Media releases
  
3. **ENFORCEMENT:** Through planned enforcement activities we can reduce crashes.
  - a. Enforcement based on data (Traffic Crash MAPS, complaints, etc.,)
  - b. Enforcement in high crash/speed locations
  - c. Enforcement in congested areas
  - d. Strict enforcement of seatbelt and child restraint laws
  - e. Control motor carrier routes and truck safety through enforcement
  
4. **ENGINEERING:** Physical transportation and roadway solutions.
  - a. Continue to assist in traffic control measures
  - b. Stay engaged with VDOT to come up with crash reduction solutions
  - c. Line painting
  - d. Signage
  
5. **EVALUATION:** Re-evaluate all data and adjust enforcement accordingly.

Aside from the hazards already identified by the Youth Driver Task Force, other infrastructure hazards are in Stafford are identified in various ways. County officials from many departments including Planning, Public Works, Utilities, and the Sheriff's Office meet on a weekly basis to review construction projects in the community. The Sheriff's Office also sends representatives to attend the Virginia Department of Transportation's (VDOT) monthly construction meeting, which provides an opportunity for VDOT officials to notify County staff about construction projects (ongoing and upcoming), as well as areas of infrastructure hazards.

During these meetings, the TSU addresses several strategies outlined in Virginia's Strategic Highway Safety Plan. Under the Speeding Area Emphasis section of the Plan, Strategy 1 calls for the implementation of engineering countermeasures to synchronize traffic flow to prevailing conditions and surroundings with particular attention to high-crash locations.

The TSU has supported and encouraged the Virginia Department of Transportation and Stafford County Government officials to install center line or fog line rumble strips when completing pavement jobs. This includes striping high crash areas with reflective tape and markers. We worked with VDOT to review signal timing along with the timing for a signal delay between red/green/yellow lights in order to reduce crashes caused by "red light runners." We developed communications and traffic incident management plans to use when these incidents occur, and we developed detour plans to elevate traffic queues and reduce the chance of secondary incidents. We have also driven VDOT officials in our cruisers to high crash areas to show the need for shoulder improvements. Photos of accidents that occur after drivers run off the road and overcorrect are shared in our monthly meeting to stress the importance of this issue.

We also work with VDOT to review the needs for signs or other objects that are going to be placed in the crash zone. If we determine that a sign is needed then we ensure it is made of material that can be knocked down if hit versus becoming a projectile and coming back into the vehicle if it hits the sign. After a crash, we work with VDOT to review the accident scene to determine if there was a placement or visibility issue with any signs or other objects deliberately placed in the "crash zone." These "after-action" meetings are important in that they allow all the stakeholders to review what happened, discuss needed improvements as well as to help build teamwork and moral among stakeholders.

In addition to these partnerships, a representative from the TSU serves as the chairman of the Stafford County Traffic Incident Management Committee as well as the Fredericksburg Regional Traffic Incident Management Committee. The TSU is also a member of the Northern Virginia Traffic Incident Management Committee and the Virginia State Traffic Incident Management Committee. By chairing and being members of these committees, TSU members can share best practices and improve on response activities with the goal of providing a safer environment for motorists and first responders.

## **PUBLIC INFORMATION AND EDUCATION**

The fatalities and injuries of inexperienced young drivers on Stafford's roads were the impetus for Stafford's in depth review and ongoing improvements of the county's transportation infrastructure in the early 2000's, and young drivers remain the focus group for the TSU's public information and education efforts on infrastructure-related issues. In keeping with Virginia's Strategic Highway Safety Plan's Young Driver Emphasis section, we developed and implemented young driver safety programs. Stafford uses a three-tiered process in its young driver safety programs. The first tier begins in school with driver education and awareness in a classroom format and a peer format through Youth of Virginia Speak Out (YOVASO) ambassadors at the County's high schools. The second tier is led by the Sheriff's office with a collaborative presentation with Geico Insurance for new/young drivers and their parents.



During this presentation, TS reps discuss recent crash data related to young drivers, factors that contribute to crashes such as following too close, failure to yield, speeding, failure to obey traffic control devices, and improper lane changes. The TSU reps also discuss why young drivers are at risk, laws that pertain to young drivers and consequences that occur after a summons or accident. We also teamed up with Geico to include information about how insurance is affected by crashes and summons and the issues that come with young drivers. The final tier is with the judge during his presentation of licenses to new drivers.

We also used bicycle and pedestrian safety as a way to promote traffic safety early in the education process. We have worked with the administration of Stafford County Schools to ensure that these traffic safety laws are being taught in the curriculum. We have also worked with our YOVASO ambassadors to educate our young drivers and the importance of pedestrian and bicycle safety especially during the May for National Youth Traffic Safety Month and National Bicycle Safety Month.

We also continued to review judicial licensing ceremonies to ensure the content of presentations is current and consistent. By working with our court officials, including judges, we ensure that their presentation contain the same information each time they deliver it to new drivers and that the information is presented with the same level of enthusiasm and knowledge.

In addition to these efforts, we used all of our “routine” communication efforts throughout the year to spread the word about safe driving. We used social media to promote safe driving throughout the county and placed electronic message boards near and around schools as well as in high crash areas in other parts of the county. We also discussed safe driving in our regular interviews on our local radio station, B101.5.

## **ENFORCEMENT**

Again, because young drivers were the motivating reason for the county’s efforts to improve infrastructure, the TSU’s enforcement efforts revolved around this group. In 2016, enforcement targeted school commuting times in the morning and afternoon hours. During these times, we placed members of the TSU in the high crash areas to target and enforce traffic violations. We also used crash data to place patrols in certain intersections to strictly enforce traffic violations. In 2016, there were a total of 15,941 traffic stops, a decrease of 20% over 2015, when there were 19,939 stops. We issued a total of 9,251 citations in 2016, a decrease of 20% over 2015, when there were 11,638 summons issued.

## **OUTCOMES**

The Sheriff’s Office’s TSU continues to work with the Stafford Board of Supervisors and use both the recommendations of the Youth Driver Task Force and the direction provided in the 2008 Transportation Bond Referendum to help improve dangerous roads in Stafford and reduce traffic fatalities and injuries.

The good news is that progress is being made. For example, the Board of Supervisors previously approved completion of the Brooke Road Safety Improvement Project (Project) to improve motorist safety along Brooke Road (SR 608) between Stagecoach Road on the south, and Bexley Lane on the north, a distance of approximately 1.8 miles. The project was identified as a dangerous section of road by Stafford’s Youth Driver Task Force, and approved by County residents for funding in the 2008 Transportation Bond Referendum. This section of road has narrow lane widths with virtually no shoulders and has seen a significant increase in vehicle traffic for motorists accessing the Brooke VRE Station and others seeking an alternate north-south route to avoid I-95 and U. S. Route 1 traffic congestion. As a result, this section of road was identified as one of the more hazardous stretches of rural roads in the County. Improvements project will reconstruct Brooke Road to meet VDOT 3R standards (resurfacing, restoration, and rehabilitation). Improvements include horizontal and vertical realignment, typical section improvements (lane width, shoulder width, and roadside features), and sight distance improvements. The roadway typical section will include two standard 11’ lanes with adjacent 6’ shoulders in each direction, and roadside ditches to convey local drainage. As of April 2017, Dominion Virginia Power relocation was completed; Verizon utility lines were being relocated; and fiber optic relocation is being scheduled.

We also know that progress is being made because crashes and injuries in the county decreased in 2016 as compared to 2015. The total number of crashes decreased 12% in 2016 as compared to 2015; fatal crashes decreased 43%; serious injury crashes decreased 15%; and all injury crashes decreased 17%.

| <b>Stafford County Speed Crash Statistics</b> |             |             |
|---|-------------|-------------|
|   | <b>2015</b> | <b>2016</b> |
| All Crashes                                   | 2137        | 1882        |
| Fatal Crashes                                 | 14          | 8           |
| Serious Injury Crashes                        | 72          | 61          |
| All Injury Crashes                            | 545         | 451         |

Local governments are sometimes criticized for their lack of action on citizen-supported projects. This is not the case in Stafford County. The Youth Driver Task Force recommended transportation safety improvements throughout the county more 10 years ago. Today, these improvements continue with the goal to make Stafford a safer community for all drivers.

|   |                          |                      |
|---|--------------------------|----------------------|
| <b>STAFFORD COUNTY SHERIFF'S OFFICE</b> |                          |                      |
| <b>MANUAL OF GENERAL ORDERS</b>         |                          |                      |
| General Order: 06-03                    | Effective Date: 1/1/2000 | Amended: August 2013 |
| <b>TRAFFIC CONTROL AND SERVICES</b>     |                          |                      |

I. POLICY:

The Stafford County Sheriff's Office performs traffic functions such as point traffic control, parking control, emergency assistance, provides motorist information, identify and report hazards, check abandoned vehicles, recover stolen vehicles, and provide traffic safety information and recommendations. The general public relies upon the Sheriff's Office for assistance and advice when faced with the many routine and emergency traffic situations, which can and do develop in an urban society. Often there is no other private or public agency available to provide such services. Traffic control and service are examples of such cases. Traffic control and services functions aim to ensure the safe and efficient movement of vehicles and pedestrians in the County of Stafford.

II. PURPOSE:

The purpose of this policy is to establish uniform procedures for the provision of traffic direction and control, traffic engineering, and ancillary traffic services.

III. PROCEDURES:

A. Manual Point Traffic Control:

1. Based on all recent traffic studies, there are no current requirements in Stafford County for a permanently assigned, manually controlled traffic control point. However, there may be traffic points manually controlled at specified areas during specified times. These control points will be approved by the Commander of Field Operations or his designee.
2. Specific criteria (for example, accident scenes, traffic obstructions, special events, when signal devices are malfunctioning, heavy traffic volume) may require temporary manual traffic control.
3. The Commander of Field Operations or any patrol supervisor, on receiving information that a hazardous situation has developed, will direct the establishment of a manual traffic control point, if needed. Normally, contractors or Public Works crews will be required to provide manual traffic control assistance at any point of hazardous road obstruction they have caused. For special events the Commander of the Field Operations will issue, as needed, directed patrol assignments stating when and where manual control of intersection traffic will be required. Manual control shall not be used when an existing automatic control device will alleviate the problems.

B. Methods of Manual Direction of Traffic:

1. When a deputy is directing traffic, it is necessary that the people using the highway know he or she is there for that purpose and the deputy knows and utilizes standardized, appropriate gestures and audible signals to stop, start, and turn traffic.
2. To indicate that the deputy is present for the purpose of directing traffic, he should:
  - a. Turn the signal light (if there is one) to blinking or flashing.
  - b. Position him/herself so that he can be seen clearly by all, usually in the center of the intersection or street.
  - c. Stand straight with weight equally distributed on both feet.
  - d. Allow hands and arms to hang easily at his sides except when gesturing.
  - e. Stand facing or with his back to traffic, which he has stopped, and with his sides to traffic he has directed to move.
3. How to Stop Oncoming Traffic
  - a. To stop traffic, the deputy should first extend his arm and hand toward and look directly at the person to be stopped until that person is aware, or it can be reasonably assumed that he is aware, of the deputy's gesture.
  - b. The pointing hand is raised at the wrist so that its palm is toward the person to be stopped, and the palm is held in this position until the person is observed to stop. To stop traffic from both directions on a two-way street, the procedure is then repeated for traffic coming from the other direction while continuing to maintain the raised arm and palm toward the traffic previously stopped.
4. How to Start Traffic
  - a. The deputy should first stand with shoulder and side toward the traffic to be started, extend his arm and index finger toward and look directly at the person to be started until that person is aware, or it can be reasonably assumed that he is aware, of the deputy's gesture.
  - b. With palm up, the pointing arm is swung from the elbow only, through a vertical semicircle until the hand is adjacent to the chin. If necessary, this gesture is repeated until traffic begins to move. To start traffic from both directions on a two-way street, the procedure is then repeated for traffic coming from the other direction.
5. Right Turn Movement

When directing a right turn becomes necessary, the deputy should proceed as follows:

- a. If the driver is approaching from the deputy's right side, his extended right arm and index finger and gaze, are first directed toward the driver followed by swinging the extended arm and index finger in the direction of the driver's intended turn.
- b. If the driver is approaching from the deputy's left side, the same procedure may be followed utilizing the left arm extended or the extended left forearm may be raised to a vertical position from the elbow while closing the fingers so that the remaining extended thumb points in the direction of the driver's intended turn.

6. Left Turn Movements

- a. Left turning drivers should not be directed to effect their movement while the deputy is also directing oncoming traffic to proceed. Therefore, the deputy should either direct opposing vehicles to start with, avoiding left turn gestures directed at turning drivers, which will lead them to complete their turn only when there is a gap in the oncoming traffic, or to stop or hold oncoming drivers, after which the left turning driver can be directed into his turn. The deputy's right side and arm should be toward the oncoming traffic, and the left side and arm should be toward the left turning driver. After stopping oncoming traffic by using the right arm and hand, the right hand should remain in the halt position, then the extended left arm and index finger and deputy's gaze is directed toward the driver who intends to effect a left turn. When the left turning driver's attention has been gained, the extended left arm and index finger are swung to point the direction the driver intends to go.
- b. Street width permitting, in order to clear the lane occupied by a driver who intends to make a left turn but cannot because of oncoming traffic, can be directed into the intersection and stopped adjacent to the deputy position until the left turn can be safely completed. The driver should be directed into the intersection by pointing toward him with the extended arm and index finger, which is then swung to point at the position at which the deputy wishes the driver to stop and wait for clearing traffic. In the alternative, the driver may be directed to move with one arm and hand gesture while the other arm and hand are utilized to point to the position at which the driver is to stop. After the driver is positioned within the intersection, the deputy may either halt oncoming traffic and direct the completion of the turn or permit the driver to effect the turn during a natural break in the oncoming traffic.

C. Signaling Aids:

1. The whistle is used to get the attention of the drivers and pedestrians. It is used as follows:
  - a. One long blast with a STOP signal
  - b. Two short blasts with the GO signal

- c. Several short blasts to get the attention of a driver or pedestrian who does not respond to a given signal
  - d. The whistle should be used judiciously. It should not be used to indicate frustration, and the volume should be just sufficient to be heard by those who attention is required. Therefore, whistle blasts directed at pedestrians should be moderate in volume. The whistle should be used only to indicate stop, go, or to gain attention, and when its purpose had been achieved, the deputy should cease sounding the whistle. If the whistle is utilized continuously, it ceases to hold meaning for drivers and pedestrians.
2. The voice is seldom used in directing traffic. Arm gestures and the whistle are usually sufficient. There are numerous reasons why verbal commands are not used. Verbal orders are not easy to give or understand and often lead to misinterpretations, which are dangerous. An order, which is shouted, can antagonize the motorist. Occasionally a driver or pedestrian will not understand the deputy's directions. When this happens the deputy should move reasonably close to the person and politely and briefly explain his directions. No deputy shall exhibit loss of temper by shouting or otherwise indicate antagonism toward those who do not understand or who do not wish to obey the deputy's directions.
3. Use of flashlight with illuminated cone or baton
- a. To stop a driver with the baton, the deputy should face the oncoming traffic, hold the baton in the right hand, bend the right elbow, hold the baton vertical, and then swing the baton from left to right through an arc of approximately 45 degrees.
  - b. The GO and TURN direction are the same gestures as those previously described except that the baton acts as an extension of the hand and index fingers. Signals and directions given with the aid of the baton should be exaggerated and often need to be repeated because of the poor visibility existing. The baton light should be turned off when it is not being actively utilized to give directions.
4. A flashlight alone can also be used to halt traffic, but less effectively and safely than with cone attachment. To stop traffic slowly, swing the beam of the light across the path of oncoming traffic. The beam from the flashlight strikes the pavement as an elongated spot of light. After the driver has stopped, arm signals may be given in the usual manner, the vehicle's headlight proving illumination.

D. Uniform/Equipment for Traffic Direction and Control:

All Sheriff's Office patrol personnel are issued high visibility raincoats, and reflective vests are issued to each patrol unit. Either shall be utilized as appropriate, when assigned traffic control duty.

E. Manual Operation of traffic control devices. On occasion, deputies must manually operate traffic control signal lights, normally to either attempt to recycle a signal light or to place the signal lights on flash or blink. Deputies shall manually control traffic control devices only in the following situations:

1. When traffic lights malfunction
2. To facilitate movement at traffic accidents or other emergencies
3. To provide a thoroughfare for a motorcade, funeral procession, etc.
4. To alleviate congestion resulting from use of automatic controls particularly during planned special events

F. Temporary Traffic Control Devices:

1. Normally, temporary traffic control devices will only be used with the approval of the patrol supervisor for control of traffic during peak rush hours or during special events or in the event a key signal light malfunctions. Signs may be requested from the State Highway Department. Patrol supervisors will ensure return of all signs as soon as no longer required.
2. Use of temporary stop signs will be limited to those key intersections at which a traffic signal has failed completely. If the traffic signal can be placed on four-way blink or flash, this is preferred over use of the temporary stop sign.

G. Parking Control

1. Special Event Traffic Control:

For special events, the Commander of Field Operations will ensure the preparation/implementation of a special traffic plan which addresses; ingress and egress of vehicles and pedestrians; provisions for parking, spectator control; public transportation; assignment of point control duties and relief's; alternate traffic routing; temporary traffic controls and parking prohibitions; emergency vehicle access; and appropriate media coverage of such events.

H. Traffic Control at Fire Scenes:

Deputy responding to the scene of a fire call will ensure observance of the following rules with regard to traffic control:

1. Only authorized vehicles, (Emergency vehicles), will be allowed to drive into the area where fire apparatus is parked and operating.
2. No vehicles will be allowed to cross fire hoses without the approval of the Fire Chief

or his designee.

3. In cases of fires at facilities, no vehicles, including those of volunteer firemen, will be allowed on the grounds.
4. The exception to the rules above will be life saving vehicles on actual calls for service.
5. Vehicles, which are parked, which interfere with fire operations may be towed as needed.

I. Traffic Control during Adverse Road and Weather Conditions:

1. The patrol supervisor will notify Communications of adverse road conditions that will affect the motoring public.
2. The patrol supervisor may close a street if, in his opinion, the surface conditions and terrain creates an unusually hazardous condition. The supervisor should request assistance from the Virginia Department of Transportation.
3. The patrol supervisor shall request dispatchers to notify the proper utility company and assign deputies to direct traffic and safeguard movement at the scene of all downed power lines, broken gas or water mains, or construction sites, when the situation unnecessarily endangers the safe movement of traffic through the area.

J. Traffic Engineering:

1. The primary responsibility for traffic engineering rests with the Virginia Department of Transportation. The Sheriff's Office will assist these agencies in the following manner:
  - a. Collecting and compiling selected traffic data
  - b. Conducting special traffic surveys and studies
  - c. Analyzing accident and enforcement data
  - d. Preparing special reports and making recommendations concerning the efficient use of traffic control devices, new and revised laws or ordinances, and engineering improvements
  - e. Participating in local and regional transportation system management planning
2. All complaints received by this Office concerning engineering deficiencies will be forwarded to the Virginia Department of Transportation, as appropriate, for evaluation and/or corrective action, and the complainant advised of action taken.
3. At the request of the Virginia Department of Transportation, the Sheriff will have prepared accident collision and condition diagrams and/or other requested reports or



information to provide a factual base for traffic safety/engineering decision. These reports may include:

- a. All accident reports pertaining to the location requested
- b. Sketch of location (not to scale)
- c. Sketch of intended movement of each vehicle, noting the severity by use of approved symbols
- d. Show all non-involved vehicles or pedestrians that contributed to the accident
- e. Note the date, time, and day of week of each accident
- f. Weather or pavement conditions
- g. Light conditions
- h. Number of injuries or fatalities
- i. Note unusual conditions

K. Traffic Ancillary Services:

1. Stranded or disabled motorists
  - a. Deputies of the Sheriff's Office will provide assistance to a motorist that is reasonable under the existing situation. This may include requesting the dispatcher to call wreckers or obtaining other services as may be needed. Time and duty permitting, the deputy may assist stranded and disabled motorists to obtain fuel and repairs, but deputies are not required to perform repairs personally.
  - b. Under normal circumstances, Sheriff's Office vehicles will not be used to push vehicles. (*See General Order 17-01, section IX. Push Bumpers*)
  - c. Deputies should be aware of possible dangers to motorists, who are stranded in isolated areas and hazardous locations on the highway, and should take steps to reduce these threats by transporting motorists to safer locations and/or setting out flares to warn other motorists.
  - d. If the deputy must leave the scene prior to the arrival of requested assistance, he should request that another unit check by the area and provide assistance and/or protection.
  - e. Deputies will be familiar with the area and be able to provide directions to various locations within the county.

2. Highway Emergencies: Deputies arriving upon the scene of any highway emergency shall notify the dispatcher to obtain necessary services and then provide emergency first aid, fire suppression and obtain additional assistance as the situation may call for, pending arrival of appropriate emergency services.
3. Procedures for reporting hazards and debris
  - a. A deputy locating debris in the roadway that may be hazardous, shall remove it or request the dispatcher to notify Virginia Department of Transportation to have it removed from the road to a safe location;
  - b. All highway defects will be reported to the dispatchers and, in turn, to the Virginia Department of Transportation as soon as the situation dictates. This will normally be done by the use of the telephone;
  - c. Requests or suggestions for additional or new highway safety features will be forwarded through the chain of command to the Sheriff who will forward the request to the appropriate department or agency, if the situation warrants. These requests will specify the services/actions requested and location;
4. Hazardous material control and removal shall be the responsibility of the Fire Department (*See General Order 06-02, Traffic Accident Investigation.*)
5. Removal of abandoned vehicles (*See General Order 06-04, Towing or Impounding Vehicles.*)
6. Towing procedures (*See General Order 06-04, Towing or Impounding Vehicles.*)
7. Records on towed vehicles (*See General Order 06-04, Towing or Impounding Vehicles.*)
8. Traffic safety educational materials. The Sheriff's Office will prepare, maintain, collect and distribute to motorists and potential motorists materials that will encourage their assistance and compliance with traffic rules and regulations. Such materials will be made available at the Sheriff's Office and at all talks, speeches, or visits to schools, community groups, etc.

**NOTE: FLARES ARE TO BE USED AS STATIONARY TRAFFIC CONTROL DEVICES ONLY.**