

City of Johns Creek Police Department

<i>Subject:</i>	Traffic Stops/Vehicle Pullovers	<i>Number:</i>	02-20
<i>Reference:</i>		<i>Amends:</i>	
<i>Effective:</i>	04/08	<i>Review Date:</i>	Annually
		<i># of Pages:</i>	4

PURPOSE:

Establish procedures for traffic stops which will provide maximum safety for the officer, the violator and other users of the roadway.

POLICY: (02-20)

One of the most dangerous actions initiated by a police officer is to approach a motor vehicle pursuant to a traffic stop. These procedures are to be followed when possible, and are presented from the perspective that ideal conditions exist. Varying conditions such as weather, traffic volume, road design or the urgency to stop the violator may dictate adjusting or altering the recommended procedure.

PROCEDURES:

Stopping Traffic Violators (02-20-01)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[Redacted]

Approaching Traffic Violators (02-20-02)

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Patrol Vehicles with Two Officers (02-20-03)

[Redacted]

Traffic Stops at Night (02-20-04)

[Redacted]



Greeting the Driver (02-20-05)

After the officer has stopped the violator and approached the operator to the point where they are conversing, the following procedures are applicable to routine traffic stops:

- A. Be alert at all times, but do not be obviously apprehensive.
- B. Be absolutely certain your observations of the violation were accurate, without any reservation. (If any doubt, do not stop the motorist.)
- C. Present a professional image (dress, grooming, language, and demeanor).
- D. Be prepared for contact with the operator by having the necessary forms and equipment immediately available.
- E. Decide on the appropriate type of enforcement action based upon the violation and not the behavior/attitude of the operator. In most situations, the officer should decide the enforcement action to be taken prior to his/her contact with the operator of the vehicle. One exception would be if the officer were to stop an out of state motorist performing a violation which is acceptable in that individual's state.
- F. Greet the driver with his/her appropriate title and in a courteous and professional manner.
- G. Request that the operator display his/her operator license and certificate of insurance. Accept only those particular documents.
- H. Request an operator's license check through the communication center, if necessary.
- I. If the operator is unable to display his/her operators license, obtain another form of identification and request an operator's license check through communications or MDC.
- J. Inform the operator of the violations he/she was observed committing and the type of enforcement action which is intended to be taken. The violator should not be held in suspense.
- K. Allow the operator to reasonably discuss the situation. Do not argue, berate, belittle, or otherwise verbally abuse the operator or any occupants within the vehicle. Do not debate the case on the scene.
- L. Complete those forms required for the enforcement action needed to be taken.
- M. Explain to the operator, the procedures involved in his/her responding to the citation (if issued), along with how this action will effect them.
- N. If the enforcement action taken requires a court appearance, make sure the operator knows where and when they are scheduled to appear. Explain the alternatives to the operator, but do not predict what actions the court will take. Advise the operator of the following:
 - 1. Scheduled court appearance date;
 - 2. If a court appearance is mandatory; and
 - 3. Where the operator may go if he/she wishes to pay the fine.Operators should not be instructed as to the amount of the fines. This information may be obtained by calling the appropriate Court's Clerk.
- O. The officer should be alert for any emotional stress being exhibited by the operator. If the stress is obvious, the officer may need to take additional time with the operator to assure they are calmed down before resuming their travels. The officer may need to explain the procedures a second time.
- P. Assist the driver in safely re-entering the flow of traffic.

Q. The officer should always remember that the primary purpose of traffic enforcement is to obtain voluntary compliance with the rules and regulations of the roadway.

Precautions When Stopping a Known or Suspected Felon (02-20-06)

Officers should take all possible precautions when stopping and approaching a known or suspected felon.

[REDACTED]

[REDACTED]

1. [REDACTED]



Information Provided to Violator (02-20-07)

Motorists charged with a violation will be given a court appearance date written on the citation. The violator will be instructed to contact the City of Johns Creek Municipal Court to determine if the fine may be paid by mail or at the Court, if the motorist may be allowed to enter a plea, and whether court appearance is mandatory.