
	Florida State University Police Department	
Traffic Control		
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Policy - Traffic Control Policy

It is the explicit policy of the FSU Police Department (FSU PD) to direct and control traffic to ensure the safe and efficient movement of vehicles and pedestrians, overall public safety, and expeditiously move traffic during emergencies, special events, and peak traffic periods.

Procedure

A. Traffic Direction and Control by Sworn Officers

Traffic direction and control shall be performed by hand signals combined with the use of visual and auditory signal aids.

1. Point traffic control is an officer’s physical presence on the street, intersection, or other location. Visual and auditory signals shall be used to direct and control traffic
2. Unless assigned to a special traffic control detail, officers should evaluate the necessity of point traffic control. Pertinent factors include: volume, congestion, adverse weather conditions, emergency conditions, pedestrian traffic, estimated duration of congestion period, manpower availability, and general public safety.
3. When more than one officer is assigned to a point traffic control location, the first officer at the scene shall be in charge, unless otherwise directed by a superior.

B. Whistle Signals

Whistle signals, when used with in conjunction with hand signals should be of sufficient volume as to be audible with respect to surrounding conditions [CFA 18.07]. The whistle signals to be utilized are:

1. Stop-One long whistle blast.
2. Start or Proceed- Two short whistle blasts
3. Attention- A series of short whistle blasts

C. Hand Signals [CFA 18.07]

Hand signals to be utilized are:

1. Basic Stance - Members shall assume a posture at the control position that reflects confidence, command, and courtesy.
2. Stop Signal - The member's arm shall be extended, up, and palm outward pointed at approaching traffic.
3. Proceed Signal - The member shall point at the driver or pedestrian and shall establish eye contact. The member shall then bend his/her arm at the elbow, indicating proceed in the direction intended.
4. Right Turns - The member shall first ensure that the turn can be made safely. Then the member shall point at the driver and establish eye contact. The member shall exhibit the proceed signal and point to the right turn direction.
5. Left Turns - The member shall first ensure that the turn can be made safely. Then the member shall point at the driver and establish eye contact. The member shall exhibit the proceed signal and point to the left turn direction.

D. Traffic Control Equipment and High Visibility Clothing [CFA 18.08]

Employees required to perform traffic control duties will have immediate access to traffic control equipment. Emergency conditions may necessitate brief periods of traffic control without equipment; however, officers and authorized uniformed civilian employees will don their equipment at the earliest possible opportunity. Uniforms shall comply with the General Order titled "Uniforms, Dress Code and Appearance".

1. The following will be utilized during all traffic control duties performed during normal daytime visibility.
 - a. High Visibility (fluorescent and/or reflective) traffic vest.
 - b. High Visibility (fluorescent and/or reflective) traffic gloves.
 - c. Traffic whistle.
2. In addition to the above, the traffic wand or flashlight shall be utilized during traffic control duties occurring at night or when visibility is low or reduced.

On-duty Supervisors will ensure that personnel assigned to perform traffic control duties have access to the above required equipment.

E. Vehicle Crash Scene Traffic Control

When traffic direction and control is required at the scene of a traffic crash, officers shall:

1. Upon arrival position the police vehicle with emergency overhead lights on. Care should be taken when positioning police cruisers in order to protect the crash scene from subsequent crashes until vehicles and debris can be cleared.
2. Before taking a traffic control position, check for injuries to persons involved in the crash, administer emergency medical care, provide basic life support, and request emergency medical assistance if required.
3. Call for necessary assistance, including additional officers, if the vehicle(s) cannot be removed from the scene and tow-truck assistance is needed. The Maintenance Section of the Facilities Department shall also be called should crash debris present a hazard on the roadway.
4. Assume a traffic control point to direct traffic away from or around the crash scene until relieved or the roadway is clear of obstructions.

F. Fire Scene Traffic Control

Officers shall perform the following traffic control duties at the scene of a fire:

1. Upon arrival, prevent the obstruction of the ingress/egress of fire fighting apparatuses and other emergency vehicles.
2. Maintain ingress/egress points for use by emergency vehicles.
3. Position traffic control points around the fire scene in accordance with any perimeter required by the officer in charge at the command post.
4. Maintain sufficient minimum distance at the scene to prevent personal injury or property damage.
5. Not permit vehicles and personnel to cross fire hoses.

G. Adverse Weather and Road Conditions

Officers' safety is paramount during periods of adverse road and weather conditions. Officers shall:

1. If a raincoat is worn, the high visibility traffic vest may be worn over the raincoat for additional visibility.
2. Call for additional officers and/or equipment (e.g. lighted barricades and flares) if required for effective and safe traffic control.

H. Uses for Temporary Traffic Control Devices

- I. Temporary traffic control devices may be employed for a variety of traffic conditions, including:
 1. Emergency conditions (e.g., traffic crashes, fires, hostage situations, hazmat spills; road obstructions, civil disturbances.)

2. Non-emergency conditions (e.g., sporting events, concerts, graduation ceremonies, residence hall opening, and/or other planned events involving large gatherings of people and traffic).

I. Types of Temporary Traffic Control Devices

The basic types of temporary traffic control devices and their uses are as follows:

1. Officers (themselves) may be utilized to divert or control traffic in lieu of other regulatory devices.
2. Marked police units may be utilized to block a particular area of street to provide warning.
3. Lighted and non-lighted barricades or traffic cones may be utilized to block streets or parking lots and other areas to be controlled.
4. Traffic cones, reflectors, and flares may be utilized to gradually channel traffic from a situation or hazard.

J. Adult School-Crossing Guards [CFA 18.11].

The FSU PD does not employ school-crossing guards. Police officers, Security Guards, parking enforcement officers and other uniformed personnel direct traffic as necessary to assist pedestrians crossing streets during heavy vehicular traffic.

K. Law Enforcement Escorts [CFA 18.09]

The FSU PD does not provide emergency escorts for civilian or emergency vehicles, nor does it provide escorts for funerals of members of the general public.

1. Civilians may be given transport in a police vehicle for safety and non-emergency medical reasons and other circumstances where convention means of transportation are inappropriate. The distance of the transport will be limited to close proximity to the main campus. Transports of greater distances may be approved on a case-by-case basis.
2. Oversized vehicles and vehicles containing hazardous or unusual cargo will be escorted on and off the main campus as circumstances dictate.

L. Public Official and Dignitary Escorts [CFA 18.09]

The safety of dignitaries and/or public officials may require an escort in a single vehicle or a security detail of several vehicles. Escorts of this nature will be coordinated by the appropriate division commander. The division commander, or his or her designee, will brief the officers involved in such details.

1. High profile persons shall be escorted by an officer in a marked unit.
 - a. Escorts at this level may have a lead vehicle, a chase vehicle, and additional vehicles as deemed necessary by the division commander.

- b. The standard formation for the involved vehicles will be lead vehicles, executive vehicles(s) containing the dignitary and/or public official, and the chase vehicle.
 - c. Depending upon security needs and personnel situations, a different formation may be required.
2. Low profile persons may be escorted by an officer in an unmarked vehicle.

M. Traffic Engineering.

Whenever traffic engineering deficiencies are discovered, efforts to correct these deficiencies must be expedited to maintain the highest level of safety.

- 1. Traffic engineering complaints will be forwarded to the section in the Facilities Department responsible for upgrading and maintaining streets, parking lots, parking garages, traffic signs, and signal devices.
- 2. When traffic signal lights are inoperative, officers shall advise the Communications Section prior to initiating point control of traffic. In turn, Communications personnel will immediately notify the external agency or FSU department responsible for repair.
- 3. If the Communications Section is notified by a private citizen of an inoperative traffic control device, an officer will be immediately dispatched to the location to investigate prior to calling the appropriate repair agency.

N. Non-Sworn Personnel Conducting Traffic Direction and Control [CFA 18.12]

Authority and Responsibilities [CFA 18.12 A.] The authority for uniformed non-sworn personnel of the FSU PD to conduct traffic direction and control derives from the authority of the Chief of Police or designee. As a result of planning special events, the Director of Parking Services, Operations Captain, Special Operations Lieutenant, Uniformed Operations Lieutenant or designee may assign uniformed non-sworn personnel, including but not limited to Security Guards, Public Safety Officers, Parking Patrollers, and Police Service Technicians to perform traffic direction and control. During exigent circumstances that may arise, the Shift Supervisor has the authority to assign traffic direction and control duties to uniformed non-sworn personnel.

- 1. As non-sworn personnel, Security Guards, Public Safety Officers, Parking Patrollers and other non-sworn personnel do **not** have the authority to make arrests, carry a deadly weapon, or use force as do sworn officers. Their authority and responsibilities are specifically limited to the direction and control of traffic in accordance with any situation-specific instructions from higher (sworn) authority and pertinent training they have successfully completed.
- 2. The Training Coordinator shall ensure that uniformed non-sworn personnel selected for traffic direction and control duties successfully complete training regarding basic procedures, e.g., traffic signals, hand signals, when intervention is required, stance, safety, guiding emergency vehicles, whistle signals, pedestrian crossings, and direction and control [CFA 18.12 B.].

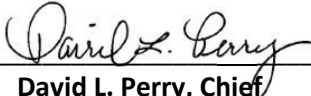
3. On-duty Supervisors will ensure that non-sworn personnel assigned to perform traffic control duties have access to the required equipment as described in Section D.

Glossary - None

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Attachments—None

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