



HUNTERSVILLE POLICE DEPARTMENT

AUTHORIZATION FOR ROADSIDE SAFETY CHECK AND/OR CHECKING STATION

INSTRUCTIONS: Part A of this form must be completed and signed by the Patrol Watch Commander or assigned checking station field supervisor prior to conducting the checking station. Part B of this form must be completed and signed upon the conclusion of the checking station and forwarded to the Patrol Operations Bureau Commander prior to ending the tour of duty.

PART A

Date to be Conducted: 02/28/2017 Time: (24hr.) From: 1000 to 1100

Exact Location: Verhoeff Dr. @ Dr. Seay Dr.

Checking Station Type: ☒ General Traffic Roadside Safety Check ☐ Impaired Driving Checking Station
☐ Fugitive Apprehension Checking Station

PATTERN FOR STOPPING VEHICLES/CONTINGENCY PROCEDURES:

Check every NA vehicle under normal traffic conditions as anticipated.

Check every NA vehicle if traffic volume is lighter than anticipated.

Check every NA vehicle if traffic volume is heavier than anticipated.

Check every _____ vehicle regardless of traffic conditions.

☐ Not Applicable

MARKING OF THE CHECKING STATION:

- ☐ Sobriety checking station signs will be positioned _____ feet from the checking station in all directions of vehicular approach.
- ☒ Marked patrol vehicles will be positioned parallel to and/or adjacent to the roadway with emergency lights activated.
- ☐ Supplemental Traffic Warning Devices will be used as follows:

☐ Signs ☐ Flares ☐ Traffic Cones ☐ Traffic Trailer
☐ Other (specify): _____

☐ Not Applicable

SUPERVISOR'S PLANNING CHECKLIST

- ☒ Visual inspection of proposed checking station location to ensure that adequate safety standards can be maintained.
- ☒ Adequate field personnel are available and assigned.
- ☒ Scheduled on-duty patrol and traffic supervisors notified.
- ☒ Communications Center notified by ☐ email ☐ phone ☒ other of intent to conduct checking station.
Notification provided by (name and rank): Sgt N. Brunning
- ☐ Adequate support personnel (Telecommunicators/intoxilyzer operators, etc.) have been scheduled and coordinated with appropriate supervisors.

☐ Not Applicable

AUTHORIZATION: This is to certify that all standards for the checking station pre-planning have been satisfied and the checking station described above is hereby authorized:

Authorizing Supervisor Signature: Sgt N. D. HP140

Date: 2/28/2017

PART B – AUTHORIZATION FOR CHECKING STATION

SUPERVISOR(S) PRESENT ON THE SCENE:

Supervisor #1: Sgt N. Brunner

Supervisor #2: _____

Supervisor #3: _____

SUMMARY OF CHECKING STATION RESULTS (NUMBER/TYPE OF CHARGES FILED):

☐ See attached Special Event Plan _____

SEE ATTACHED

GENERAL REMARKS/FUTURE RECOMMENDATIONS:

N/A

SUPERVISOR (PRINT NAME): N. Brunner

SIGNATURE: Sgt N. D.

DATE: 2/28/2017

On 2/28/2017 Officers from the Traffic Safety Section conducted a Roadside Safety Checking Station on Verheoff Drive near Dr. Seay Drive. The checking station was conducted between the hours of 1000am and 1100am. A total of 3 citations were issued:

- 1 No Operators License
- 1 Expired Registration
- 1 Fail to Obey Traffic Control Officer

Traffic in the area was impacted minimally.

Sa. N. 2/28/2017



HUNTERSVILLE POLICE DEPARTMENT

Directive 6.07 Traffic Checking Stations

Effective Date: June 13, 2016

Rescinds: March 20, 2012

Revision Date: June 2017

Approved: Cleveland L. Spruill
Chief of Police

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A. POLICY/PURPOSE

1. Roadside safety checks and traffic checking stations are a high profile enforcement activity intended to promote citizen awareness of and compliance with the motor vehicle laws, or to accomplish a specific law enforcement objective. Roadside safety checks and traffic checking stations also provide an opportunity to generate citizen support and improve public perception of the police. Therefore, participating officers must display a high degree of professionalism. Roadside safety checks and traffic checking stations must be conducted in a manner that emphasizes the safety of participating officers and minimizes the inconvenience to the motoring public. All roadside safety checks and traffic checking stations are to be authorized in advance by the appropriate police supervisor and conducted in accordance with prevailing law and the provisions of this Directive.
2. The purpose of this Directive is to establish a written directive which describes the department's procedures for conducting roadside safety checks, impaired driving checking stations and fugitive checking stations.

B. DEFINITIONS

The following definitions are for the limited purpose of this Directive and may not apply in all other cases:

1. Roadside Safety Check (Checking Station): a temporary operation in which law enforcement personnel stop some or all traffic on a public street or highway to inspect individual vehicles or their contents or to interview drivers. In North Carolina, the courts prefer the term "checking station" instead of "roadside safety check".
2. Impaired Driving Checking Stations: a temporary operation intended to detect and apprehend impaired drivers when conducted in accordance with N. C. General Statute 20-16.3A.
3. Fugitive Checking Stations: a temporary operation aimed at locating and apprehending a suspect wanted in connection with a recently committed felony offense.

C. AUTHORIZATION REQUIRED

1. Roadside safety checks and fugitive checking stations must be authorized in advance by the Patrol Operations Bureau Commander. Impaired driving checking stations must be authorized in advance by the Patrol Operations Bureau Commander. All roadside safety checks and traffic checking stations and may be conducted in accordance with prevailing law and the provisions of this Directive for any of the following purposes:
 - (a) To detect and apprehend impaired drivers when conducted in accordance with N. C. General Statute 20-16.3A and the provisions of this Directive;
 - (b) To determine general compliance with the motor vehicle laws;
 - (c) To inspect vehicles and interview occupants in an attempt to locate and apprehend a fugitive wanted in connection with a recently committed felony offense.

D. SYSTEMATIC PLAN REQUIRED [CALEA 61.1.6d]

1. Prior to conducting a roadside safety check or checking station, a systematic plan must be developed that takes into account the anticipated traffic conditions, characteristics of the proposed roadside safety check or checking station location, and the convenience of the motoring public. The plan must designate in advance the pattern for stopping vehicles (i.e., every vehicle, every third vehicle, etc.) and a contingency provision if the actual traffic conditions are different from those anticipated. No individual officer may be given discretion as to which vehicles are stopped. Impaired driving checking stations require a written special event plan to be developed prior to the event and approved the Patrol Operations Bureau Commander.
2. In developing a plan, the Watch Commander or assigned Police Commander should ensure that the following measures are accomplished:
 - (a) The proposed location is visually inspected to ensure that adequate safety standards can be maintained;
 - (b) An adequate number of personnel are available and assigned to participate in the roadside safety check or checking station;
 - (c) Any necessary outside agency assistance has been requested through mutual aid; (see Addendum A)
 - (d) Advance notice is provided to the scheduled on-duty patrol/traffic supervisor and the communications supervisor;
 - (e) An adequate number of support personnel (if required) such as chemical analysts and telecommunicators are scheduled to work, and their participation has been coordinated with the appropriate supervisors;
 - (f) A briefing is conducted for all personnel prior to conducting the roadside safety check or checking station in order to explain assignments, general manner of conduct, and any special instructions.
3. Once all minimum requirements of the pre-plan have been met, the authorizing supervisor will complete PART A of an "Authorization for Checking Station" form (see Addendum B), which documents the planning measures undertaken and authorizes implementation of the roadside safety check or checking station.
4. Authorization to conduct a roadside safety check or traffic checking station is not irrevocable and the Watch Commander may order the roadside safety check or traffic checking station canceled or terminated at any time when such action is prudent under the existing circumstances.

5. Upon concluding the roadside safety check or traffic checking station, PART B of the "Authorization for Checking station" form must be completed and forwarded to the Patrol Operations Bureau Commander prior to ending the tour of duty in which the checking station was conducted. PART B of this form will specify the name of the participating supervisor(s) and will include an after-action report detailing the roadside safety check and checking station results as well as any recommendations for changes in checking station methods, policy, or training. Completing PART B of the Authorization for Roadside Safety Check or Checking Station will suffice as the after action report for roadside safety checks and fugitive checking stations.

E. PROCEDURES FOR CONDUCTING A CHECKING STATION [CALEA 61.1.6d]

1. Roadside safety checks or checking stations must be conducted at locations that do not create an unreasonable hazard or inconvenience to the participating officers or the motoring public.
2. The location must be clearly marked to provide adequate advance warning of the roadside safety check or checking station location and allow approaching drivers a safe distance in which to stop. Marked patrol vehicles will be positioned parallel and adjacent to the roadway with emergency lights activated at the roadside safety check or checking station location. Other warning materials such as signs, highway flares, or traffic cones should be used as supplemental devices to warn approaching traffic, and protect officers positioned in the roadway.
3. No impaired driving or fugitive checking station may be conducted without the continuous presence of a field supervisor at the scene. The field supervisor will be responsible for monitoring the overall conduct of the checking station, and will make staffing adjustments and provide supervisory direction as required to ensure the safety and protection of the participating officers and the public. Field supervisors should periodically monitor all roadside safety checks, but their constant presence at such events is not required.
4. Any officer working on foot at a roadside safety check or checking station (regardless of lighting conditions) must wear a hi-visibility safety vest, and his/her position in the roadway should be marked with flares or traffic cones.
5. The number of officers assigned to participate in a road side safety check or traffic checking station will be determined by the authorizing supervisor in consideration of the anticipated traffic conditions, and the type of roadside safety check or checking station to be conducted. In all cases, an adequate number of personnel must be maintained at the roadside safety check or checking station location to ensure the safety of the participating officers, and the efficient handling of the traffic volume encountered.
6. Adequate space should be available adjacent to the roadside safety check or checking station to allow vehicles to be pulled off the roadway pending the issuance of citations, field sobriety tests, computer inquiries, and similar measures. Care must be taken not to impair access to private residences or business properties located adjacent to the checking station location.
7. No private vehicle which is temporarily parked at the roadside safety check or checking station due to the arrest of a driver or other enforcement action may be left on private property once the checking station has been concluded. Such vehicles are to be stored in accordance with Departmental policy.
8. Conditions of darkness or diminished light substantially reduce driver visibility and increase the potential hazard to participating officers. Therefore, supervisors who authorize roadside safety checks or traffic checking stations during hours of darkness or diminished light must ensure that adequate supplemental measures have been taken to mark and illuminate the scene for night operations, and that proper safety devices such as flares, traffic wands, and reflective vests are utilized by all participating officers. Roadside safety checks should not be conducted in such conditions.

F. ROADSIDE SAFETY CHECKS [CALEA 61.1.6d]

1. Roadside safety checks must be authorized in advance by the Patrol Watch Commander or Patrol Operations Bureau Commander.

2. Roadside safety checks to determine general compliance with the motor vehicle laws may be conducted in accordance with prevailing law. Consistent with its role and responsibility, the department's Traffic Safety Section will have primary responsibility for conducting roadside safety checks.
3. Roadside safety checks place a heavy demand on communications and staff, and if improperly conducted, may create traffic control problems that can lead to negative public perception. Therefore, roadside safety checks should be conducted on an infrequent basis, and only when such activity will not impair the ability of the department to meet its normal service demands.
4. Officers positioned in the roadway will approach the driver's window and request to inspect their operator's license and/or vehicle registration. The officer may further determine compliance with other applicable traffic laws and ordinances, and may charge for violations of this and other criminal offenses as discovered.

G. IMPAIRED DRIVING CHECKING STATIONS [CALEA 61.1.6d]

1. Impaired driving checking stations must be conducted as provided by NCGS 20-16.3A. Visible signs indicating the purpose of the checking station are to be positioned on each approach route to the checking station so as to provide notice to affected motorists.
2. Officers positioned in the roadway will approach the driver's window and request their operator's license. The officer will inform the driver of the purpose of the checking station and attempt to detect signs of driver impairment.
3. If the officer suspects the driver is impaired or has committed an implied consent offense, the driver shall be directed to exit the vehicle. An assisting officer shall remove the vehicle from the roadway to a safe location.
4. Once the driver has been escorted to a safe area, the officer may administer field sobriety tests and/or breath-alcohol screening tests in order to determine the level of impairment. All breath-alcohol screening tests are to be administered using devices and procedures approved under state law.

H. FUGITIVE APPREHENSION CHECKING STATIONS

1. Fugitive checking stations to locate and apprehend a suspect wanted in connection with a felony offense may be conducted in accordance with the provisions of this Directive. Such checking stations must be clearly justified by the seriousness of the offense and the danger posed to the public by the suspect unless apprehended without delay.
2. Fugitive checking stations must be authorized by the Patrol Watch Commander, and will be limited to situations in which there is reasonable cause to believe that the fugitive is contained within a limited geographical area, and the location where the checking station will be conducted may be used as an escape route.
3. Preparation and submission of an "Authorization for Checking Station" is not required prior to conducting a fugitive checking station. However, this exemption does not reduce the responsibility of the authorizing supervisor to ensure that adequate precautions are taken to protect the safety of the participating officers and the general public. The Patrol Watch Commander will complete the Authorization for Roadside Safety Check or Checking Station form after the event, completing all applicable sections of both parts of the form and forward the completed form to the Patrol Operations Bureau Commander prior to the end of tour of duty.
4. Fugitive checking stations are a high-risk activity and therefore require proper execution and supervision. Officer safety must be a paramount consideration. Adequate tactical coverage of the officers positioned in the roadway and inspecting vehicles must be maintained.

5. The mere fact that a fugitive checking station is being conducted does not expand the lawful authority of police officers in regard to search and seizure. All officers participating in a fugitive checking station must adhere to established legal standards relating to vehicle searches and the investigative detention of citizens.
6. Officers positioned in the roadway will approach the vehicle and request identification from the driver and/or occupants. Motorists will be informed of the purpose of the checking station. Vehicle searches may be conducted based on probable cause, or upon consent of the owner/operator for the purpose of locating the fugitive.
7. Officers should confine their activities to detecting and apprehending the fugitive, as this is the primary purpose of the checking station. However, officers may charge for violations of other criminal laws or offenses discovered during the checking station.
8. Once the suspect has been apprehended, or the ranking supervisor determines that continuation of the checking station is no longer warranted, the checking station shall be terminated.

By Authority of:

A handwritten signature in dark ink, appearing to read "C. Spruill", is written over a faint, circular official seal.

Cleveland L. Spruill, Chief of Police

**HUNTERSVILLE POLICE DEPARTMENT****AUTHORIZATION FOR ROADSIDE SAFETY CHECK AND/OR CHECKING STATION**

INSTRUCTIONS: Part A of this form must be completed and signed by the Patrol Watch Commander or assigned checking station field supervisor prior to conducting the checking station. Part B of this form must be completed and signed upon the conclusion of the checking station and forwarded to the Patrol Operations Bureau Commander prior to ending the tour of duty.

PART A

Date to be Conducted: _____ Time: (24hr.) From: _____ to _____

Exact Location: _____

Checking Station Type: ☐ General Traffic Roadside Safety Check ☐ Impaired Driving Checking Station
☐ Fugitive Apprehension Checking Station

PATTERN FOR STOPPING VEHICLES/CONTINGENCY PROCEDURES:

Check every _____ vehicle under normal traffic conditions as anticipated.

Check every _____ vehicle if traffic volume is lighter than anticipated.

Check every _____ vehicle if traffic volume is heavier than anticipated.

Check every _____ vehicle regardless of traffic conditions.

☐ Not Applicable

MARKING OF THE CHECKING STATION:

☐ Sobriety checking station signs will be positioned _____ feet from the checking station in all directions of vehicular approach.

☐ Marked patrol vehicles will be positioned parallel to and/or adjacent to the roadway with emergency lights activated.

☐ Supplemental Traffic Warning Devices will be used as follows:

☐ Signs ☐ Flares ☐ Traffic Cones ☐ Traffic Trailer

☐ Other (specify): _____

☐ Not Applicable

SUPERVISOR'S PLANNING CHECKLIST

☐ Visual inspection of proposed checking station location to ensure that adequate safety standards can be maintained.

☐ Adequate field personnel are available and assigned.

☐ Scheduled on-duty patrol and traffic supervisors notified.

☐ Communications Center notified by ☐ email ☐ phone ☐ other of intent to conduct checking station.

Notification provided by (name and rank): _____

☐ Adequate support personnel (Telecommunicators/intoxilyzer operators, etc.) have been scheduled and coordinated with appropriate supervisors.

☐ Not Applicable

AUTHORIZATION: This is to certify that all standards for the checking station pre-planning have been satisfied and the checking station described above is hereby authorized:

Authorizing Supervisor Signature: _____

Date: _____

PART B – AUTHORIZATION FOR CHECKING STATION

SUPERVISOR(S) PRESENT ON THE SCENE:

Supervisor #1: _____

Supervisor #2: _____

Supervisor #3: _____

SUMMARY OF CHECKING STATION RESULTS (NUMBER/TYPE OF CHARGES FILED):

☐ See attached Special Event Plan _____.

GENERAL REMARKS/FUTURE RECOMMENDATIONS:

SUPERVISOR (PRINT NAME): _____

SIGNATURE: _____

DATE: _____