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# UW-Madison Police Department

## Policy: 61.3

**SUBJECT: TRAFFIC DIRECTION AND CONTROL**

**EFFECTIVE DATE: 06/01/10**

**REVISED DATE: 05/30/17; 06/19/19; 04/21/21**

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**STANDARD: CALEA 61.3.1, 61.3.2 IACLEA 10.3.2**

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### INDEX:

61.3.1 TRAFFIC ENGINEERING ACTIVITIES

61.3.2 TRAFFIC DIRECTION AND CONTROL PROCEDURES

### POLICY:

The UW-Madison Police Department shall implement guidelines for traffic direction and control that include providing for and managing appropriate personnel and resources.

### DEFINITIONS:

“Road block” refers to a deliberate obstruction by physical means at one or more selected points on a roadway for the specific purpose of stopping vehicular traffic.

“Special event” refers to an activity, such as a parade, festival, athletic contest, or public demonstration that results in the need for control of traffic or crowds.

“Traffic survey” refers to an examination of traffic characteristics such as volume, speed, delay, collisions, origins, or destinations.

### PROCEDURE:

#### 61.3.1 TRAFFIC ENGINEERING ACTIVITIES

- A. Complaints concerning traffic engineering deficiencies and possible solutions on University roadways shall be investigated by a patrol officer, when feasible. The officer shall initiate appropriate remedial action when applicable and possible, or refer the information to the University of Wisconsin Facilities Planning and Management (FP&M.)
- B. Court services personnel are responsible for sending a copy of all motor vehicle crash reports meeting state requirements to the Wisconsin Department of Transportation.
- C. The Department performs collision and enforcement data analyses on an annual basis. As roadway or traffic control deficiencies are noted, they should be forwarded to FP &M. The Day Shift Lieutenant shall meet with FP&M to address any traffic engineering-related issues, when necessary.
- D. The primary responsibility for traffic engineering on the University belongs to FP &M. The Day Shift Lieutenant shall act as a liaison between the Police Department and FP&M regarding traffic engineering issues. When an officer identifies a traffic problem that may be due to engineering, the officer should initiate an incident report outlining the problem. If applicable, the Day Shift Lieutenant shall coordinate collecting and compiling traffic enforcement and motor vehicle collision data to identify specific engineering problems and solutions, conduct special traffic surveys and studies to further investigative efforts, review traffic enforcement motor vehicle collision data to discern trends and relationships symptomatic of engineering problems, make recommendations concerning the efficient use of traffic control devices, and notify FP&M of any fatal or serious collisions for review of traffic engineering in identifying possible improvements.

#### 61.3.2 TRAFFIC DIRECTION AND CONTROL PROCEDURES

- A. Officers who perform traffic direction and control activities at collision scenes shall allow for the safe ingress and egress of emergency vehicles and provide for a system of alternative routes for other vehicles, as necessary. Police vehicles with activated lights, flares, traffic cones, and barricades may be used by officers to aid in protecting the collision scene.
- B. During traffic direction and control, personnel shall wear high visibility reflective vests or high visibility jackets in addition to their full uniform. The Department provides high visibility reflective vests and/or jackets to all personnel who may be assigned to provide manual traffic direction and control functions. It is the responsibility of all field

services personnel to have available to them high visibility reflective vests or jackets available during on-duty hours. Department issued rain coats with high visibility reflective patterns may also be used as high visibility clothing in rainy weather.

- C. A primary task of Department personnel engaged in traffic direction and control services at critical incidents is to maintain access avenues to and from the scene for emergency vehicles while maintaining a secure outer perimeter. Law Enforcement Dispatchers (LED) shall notify the Dane County Communications Center of a critical incident and request assistance for re-routing essential service vehicles. Officers should coordinate their efforts with responding agencies at critical incident scenes to provide adequate safety measures for vehicle and pedestrian traffic.
- D. Upon discovering adverse road or weather conditions, Department personnel shall take appropriate action. Adverse road and weather conditions may include collision hazards, acts of nature such as fog or snow storms, and engineering hazards. Department personnel action may include notifying the appropriate agency via the communications center, providing traffic control as needed, protecting the scene as appropriate, or immediately rectifying the situation where feasible.
- E. Police officers are neither trained nor equipped to make traffic signal repairs or adjustments to timing cycles. FP&M may provide for manual operation of electronic traffic control signals on campus property, if required. For hazards or traffic signal problems located on off campus property, officers should request dispatch to notify the Dane County Communications Center so the proper local department can address the issue.
- F. Temporary traffic control devices include movable barriers, portable signs, traffic cones and other similar apparatus intended to assist in the safe and efficient of vehicular or pedestrian traffic. These items may be placed and removed by Department personnel when special traffic needs are identified. Temporary traffic control devices may be used when there have been sustained power outages which render traffic control signals inoperative, during special events, in the event of collisions, during critical incidents, and during other situations when deemed necessary.