

LCS Unit Order 13

LANCASTER STATION

UNIT ORDER # 13

TRAFFIC COLLISION NOTIFICATIONS

PURPOSE:

The purpose of this unit order is to establish procedures for the proper notification of Lancaster Station and Departmental personnel concerning traffic collisions within the station's jurisdiction or those that involve station personnel and occur outside our reporting district.

ORDER:

The watch commander shall notify the following persons/units as soon as the situation is stable and the basic circumstances of the incident are known. Applicable phone numbers can be obtained from the station's internal phone roster, or the department's internet site. Notifications will be made in the following order:

Traffic Investigations Section

- Station traffic sergeant
 - Station traffic investigator (in the event the station traffic sergeant is unavailable)
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1. All deputy involved collisions occurring in the station's area, or those which involve Lancaster station personnel regardless of the location.
 2. All collisions, occurring in the city of Lancaster which result in major injury or death.
 3. All pursuit-related collisions.

Personnel and Training Division - Traffic Services Detail

The Traffic Services Detail shall be notified as outlined in the Department Manual of Policy and Procedures Section 3-09/070.20, *Duties of the Watch Commander/Operations Lieutenant*.

Unit Commander

Immediate telephonic notification.

- All deputy-involved traffic collisions involving major injury or death.
- Any deputy-involved traffic collision that is noteworthy or involves major property damage.

Notification via facsimile machine, e-mail notification or watch commander's log

- Any other traffic collision where a memorandum to the North Patrol Division Chief is authored.
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