

## 99-01 ON DUTY TRAFFIC COLLISION



# TASKFORCE FOR REGIONAL AUTOTHEFT

Unit Order: 99-01

Subject: ON DUTY TRAFFIC COLLISION

Effective Date:	09/01/2008	Last Date Revised:	06/30/2014
Last Date Reviewed:	04/09/2020	Next Review Date:	04/09/2021

### PURPOSE

This Unit Order is intended to clarify TRAP Memorandum of Understanding (MOU) Section 6.3 with respect to reporting procedures for TRAP personnel who are involved in a traffic collision.

### GUIDELINES

#### Non-Injury

If a TRAP investigator is involved in a traffic collision while on duty, NOT resulting in injury or death, the area lieutenant **shall** make the following notifications:

- The Project Director
- A supervisor from the involved investigator's parent agency
- A supervisor from the agency in whose jurisdiction the incident occurred

Appropriate reports will be completed in compliance with legal requirements and parent agency policy.

#### Death, Injury or Complaint of Pain

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If a TRAP investigator is involved in a traffic collision while on duty which results in injury, death, or complaint of pain, the area lieutenant **shall** make the following notifications:

- The Project Director
- A supervisor from the involved officer's parent agency
- A supervisor from the agency in whose jurisdiction the incident occurred
- The California Highway Patrol and Traffic Services Detail if necessary

Appropriate reports will be completed in compliance with legal requirement and parent agency policy.

The only clarification is that the notification from the area lieutenant shall be followed with a memo and a copy of all pertinent reports required by the parent agency. This requirement is needed in the event TRAP is compelled to respond to any civil action that may be brought against TRAP as a result of the collision.

Although section 6.7 of the TRAP MOU states that each member agency is solely liable for any and all damages resulting from the acts or omissions of their own employees that does not prevent individuals from naming TRAP and the Sheriff's Department in their claim.

All TRAP vehicles are registered through the Sheriff's Department. Therefore, whenever a TRAP vehicle is involved in a collision, irrespective of the driver's parent agency, the following procedures shall be followed:

### **Drivers' Responsibilities**

- Notify team supervisor
- Notify local law enforcement agency and obtain traffic collision report
- Complete a Report of Vehicle Accident form, SH-AD-665

### **Team Supervisor Responsibilities**

- Notify area lieutenant

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- Complete side one of a Supervisor's Report, SH-R-257
- Complete a memo to the Project Director detailing the circumstances surrounding the collision

**Area Lieutenant Responsibilities**

- Notify Project Director

**\* If Sheriff's Department Driver**

- Review all reports and make a preliminary finding of Preventable, Non-Preventable, and complete the Lieutenant's Review section of SH-R-257
- Forward entire package to Project Director

**\* If Non-LASD Driver**

- Forward entire package to Project Director. The parent agency of the driver will evaluate the incident and make their own findings and recommendations.

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MARTIN L. RODRIGUEZ, CAPTAIN

PROJECT DIRECTOR

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