

 ITSO Division	Division/Section: ITSO Division /ITSO OCC Traffic Operations	Rev No. 2
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	<h2>Handling VIP & VVIP Movements</h2>	

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DOCUMENT CONTROL

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AMENDMENT HISTORY RECORD

Rev No.	Effective Date of Change	Section & Sub- Section Amended	Amendments/ References	Party Requesting for Change
1	XX Oct 2013	Whole Document	Due to organization change of division name from ITSC to ITSO.	DOM, ITSO OCC
2	XX Dec 2020	Whole Document	Due to change of Staff Designations in ITSO OCC. Delete SOE, insert DM Delete DySOE, insert DyAM	Mgr, ITSO OCC

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Section 1. Introduction

- 1.1.1 ITSO OCC may on occasions receive information from police, ITSO Ops & planning team regarding high-level government officers and oversea delegates (e.g, United States President visit to Singapore) VIP traveling on a particular area. These VIPs or VVIPs may or may not be escorted by police outriders during their travel.
- 1.1.2 At times the Police Security Command (SecCOM) may also call ITSO OCC to enquire about traffic condition information for route or routes that the VIP is intending to travel.

Section 2. Personnel Involved

- a) ITSO OCC staff
- b) ITSO Ops & Planning staff
- c) External Agencies

Section 3. Actions & Process

Sub-Section 3.1 VIP & VVIP Movements (Escorted by Police Outriders)

- 3.1.1 For planned or informed VIP & VVIP movements (Escorted by Police Outriders) as informed by TP or ITSO Ops & planning, for such cases the escorting Police outriders will do the traffic lights control from the site.
- 3.1.2 DM will coordinate with the security officer, TP operations room or any command post set up to handle the VVIP movement if required and update him/them on the traffic situation.
- 3.1.3 OE who will do a sweep on the route to be taken, just to make sure the route is clear of incidents and congestion. Should there be such a situation, OE will inform the DM immediately who in turn will inform the escorting police officers or TP. As the VIP or VVIP detail may change routing due to the information given. For any road works spotted try to contact work parties or LTA RIMS road opening section to stop road work prior to the VIP or VVIP movement.
- 3.1.4 OE will need to monitor the aftermath for adverse traffic condition and adjust the traffic lights accordingly. OE will also need to create slow traffic IR.
- 3.1.4 The above describes the steps taken for VIP and VVIP movements along arterial roads
- 3.1.5 If the movement is along the expressways the following steps will be taken:
 - 1) OCC will be update on the timing the VVIP will be arriving or departing. DM will ask the OE to monitor the traffic condition and do a sweep to make sure the roads are cleared. All contractors are advised to stop work hours prior to the visit.
 - 2) OE will create incident report as a record.
 - 3) If there was an on-going incident, DM / OE will need to notify the traffic police operation room or command post who will decide the follow up action.
 - 4) If there was no on-going incident, traffic police will be deployed on site and blocked all expressways entrances until the VVIP drives pass that stretch.
 - 5) OE will need to monitor the aftermath for adverse traffic condition and implement messages accordingly. He will also need to create slow traffic IR.

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- 3.1.6 For any unplanned VIP or VVIP movement that was not informed but spotted by CCTVs OEs and DMs shall try their best to track the movement and take measures as described from 3.1.1 to 3.1.6 as far as practicable.

Sub-Section 3.2 VIP & VVIP Movements (Not escorted by Police Outriders)

- 3.2.1 For planned or informed VIP & VVIP movements (not escorted by Police Outriders) as informed by TP or ITSO Ops & planning, for such cases the OE or Ops & planning will do the traffic lights adjustment to give as much green time and green wave to the VIP or VVIP detail.
- 3.2.2 DM will coordinate with the TP and update them on the traffic situation.
- 3.2.3 OE who will do a sweep on the route to be taken, just to make sure the route is clear of incidents and congestion. Should there be such a situation, OE will inform the DM immediately who in turn will inform TP. As the VIP or VVIP detail may change routing due to the information given. For any road works spotted try to contact work parties or LTA RIMS road opening section to stop road work prior to the VIP or VVIP movement.
- 3.2.4 OE will need to monitor the aftermath for adverse traffic condition and adjust the traffic lights accordingly. OE will also need to create slow traffic IR.
- 3.2.5 The above describes the steps taken for VIP and VVIP movements along arterial roads
- 3.2.6 If the movement is along the expressways the following steps will be taken:
- 1) OCC will be update on the timing the VVIP will be arriving or departing. DM will ask the OE to monitor the traffic condition and do a sweep to make sure the roads are cleared. All contractors are advised to stop work hours prior to the visit.
 - 2) OE will create incident report as a record.
 - 3) If there was an on-going incident, DM / OE will need to notify the traffic police operation room who will decide the follow up action.
 - 4) OE will need to monitor the aftermath for adverse traffic condition and implement messages accordingly. He will also need to create slow traffic IR.
- 3.1.6 For any unplanned VIP or VVIP movement that was not informed but spotted by CCTVs OEs and DMs shall try their best to track the movement and take measures as described from 3.1.1 to 3.1.6 as far as practicable.

Section 4. Abbreviations

CCTV	Close Circuit TV
ITSO	Intelligent Transport Systems Operations
LTA	Land Transport Authority
LTM	Land Transport Authority Traffic Marshals
OE	Operations Executive
OCC	Operations Control Center
RIM	Road Infrastructure Management
DM	Deputy Manager
SPF	Singapore Police Force
TP	Traffic Police
VRS	Vehicle Recovery Service
VMS	Variable Message Sign

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