

	ELGIN POLICE DEPARTMENT 151 Douglas Avenue Elgin, Illinois 60120	
Effective Date: 06/17/02	STANDARD OPERATING PROCEDURE	Revised Date: 03/17/14
Chief of Police: 	Driving and Patrol Operations, 41.2	
Cross Reference: SOP 1.2 Limits of Authority and Discretion SOP 41.5 Motor Vehicle Pursuits SOP 42.4 Missing Persons 625 ILCS 5/11-205(c) and (e)		Policy Sections: 41.2.1 Non-Emergency and Emergency Driving 41.2.2 Pursuit Driving 41.2.3 Pursuit Documentation 41.2.4 Field Investigations 41.2.5 First Responder/Emergency Notifications 41.2.6 Missing Person Procedures

PURPOSE

The purpose of this policy is to establish guidelines for non-emergency driving, emergency driving, and basic patrol operations by members of the Elgin Police Department.

POLICY STATEMENT

It is the policy of the Elgin Police Department to drive in a safe and courteous manner. The following standards are designed to ensure overall safety. For information pertaining to vehicle pursuits, refer to SOP 41.5 Motor Vehicle Pursuits.

DEFINITIONS

Authorized Emergency Vehicles: Illinois Vehicle Code, Illinois Compiled Statutes 625 ILCS 5/11-205, Public Officers and employees to obey Act – exceptions when responding to an emergency call.

Catch Up-Driving: Driving where a police officer, using emergency warning devices, may use privileges set forth in Illinois Vehicle Code 625 ILCS 5/11-205(c) and (e). Catch-up driving shall not be confused with pursuit or emergency driving. If it is obvious that the suspect(s) are trying to flee or elude the officer, then the officer may engage in emergency driving. Most traffic law violators may be stopped using catch-up driving. There is no need to notify communications until the stop is made or upgraded to emergency driving.

Emergency Driving: Driving during the use of emergency warning devices or in accordance with 625 ILCS 5/11-205.

Emergency Warning Devices: Oscillating lights, rotating lights, flashing lights, horn, siren or any combination thereof, located on or within police department vehicles.

Marked Police Unit: Any police vehicle that is identifiable by a specialized color scheme, department seal and specialized lettering.

Non-Emergency Driving: Routine driving which shall generally be performed by all members unless engaged in a situation that has a propensity for initial or continued bodily harm to any person if an emergency response is not initiated. All traffic laws shall be obeyed during non-emergency driving.

Unmarked Police Vehicle: Any police vehicle which has no distinctive identifiable markings.

PROCEDURES

41.2.1 NON-EMERGENCY AND EMERGENCY DRIVING

- A. Authorized personnel will operate department motor vehicles in accordance with all traffic regulations and laws. It is essential that personnel not become complacent or disregard simple

rules of the road. In general, routine incidents will not require emergency warning devices; however, they may be used in situations when officers are able to articulate a deviation from routine driving.

- B. When engaged in emergency driving, state law permits officers to violate many traffic regulations. However, state law does not relieve officers from their duty of driving with due regard for the safety of all persons. State law does not protect officers from the consequences of their reckless disregard for the safety of others.
- C. Officers may reasonably exceed the speed limit when responding to an emergency; however, officers shall maintain a speed which enables them to sustain full control of their vehicle at all times and under all conditions.
- D. When approaching intersections and emergency warning devices are activated, officers shall reduce speed, yield at red traffic signals and stop signs to ensure that it is safe to proceed.
- E. Officers shall consider the following factors while engaged in emergency driving: weather, road traffic condition, day of the week and time of day, seriousness of the call, distance from the call, number and location of other officers responding.
- F. When engaged in emergency driving, officers shall:
 - 1. Use emergency warning lights at all times, unless otherwise dictated by the tactical situation.
 - 2. Use the horn, spotlight and P.A. system, as needed, to expedite safe movement to the scene.
- G. Except in a public safety emergency, employees may not engage in cellular communication while operating a city vehicle unless a "hands-free" device or kit is utilized.

41.2.2 PURSUIT DRIVING

Refer to SOP 41.5 Motor Vehicle Pursuits.

41.2.3 PURSUIT DOCUMENTATION

Refer to SOP 41.5 Motor Vehicle Pursuits.

41.2.4 FIELD INVESTIGATIONS

- A. Personnel may conduct field investigations on persons who exhibit suspicious actions or appear to be engaged in suspicious activities, in accordance to state law and SOP 1.2. Limits of Authority.
- B. The department's records management system enables personnel to electronically complete field contact cards from their mobile data terminal. Personnel may access the records management system to capture the data, when needed.
- C. Personnel conducting such investigations must have reasonable articulable suspicion, based on the circumstances presented, that the person is engaged in, has been engaged in or will engage in criminal or gang activity. It is essential that officers and community service officers immediately identify themselves and display their credentials.
- D. Personnel conducting field investigations shall notify communications when initiating such investigations and the following information shall be relayed:
 - 1. The location of the contact, nature of the contact, and description of the suspect,

preferably his/her name, if known.

2. Whether a backup unit is required.

41.2.5 FIRST RESPONDER/ EMERGENCY NOTIFICATIONS

- A. When approaching a dangerous or emergency situation, responding officers must keep in mind officer safety. Distance may need to be maintained in hazardous materials and other dangerous situations, which may present officer safety issues.
- B. The first responder will immediately notify communications and a patrol supervisor and report on the magnitude of the emergency. During larger scale emergencies, the supervisor shall make the determination as to additional resource requirements.
- C. The first responding officer will attempt to safeguard life and property.
- D. The first responder will direct responding units to the appropriate locations until relieved by a supervisor or staging officer.
- E. The department has obligations to make notification to other agencies in the event of certain emergencies. These notifications serve to meet statutory obligations, restore essential services, effect emergency repairs, resolve situations and keep the public informed.
- F. Death Investigations.
 1. In incidents involving the death of any person within the city of Elgin, the appropriate county medical examiner's office must be promptly notified.
 2. The responding officer shall notify a shift supervisor of the circumstances of the death.
 3. The shift supervisor and officer shall determine the level of investigative resources that are needed.
 4. Evidence shall be collected at death investigations that present suspicious or unnatural circumstances.

41.2.6 MISSING PERSON PROCEDURES

Refer to SOP 42.4 Missing Persons.