

OPERATION OF POLICE VEHICLES

4-2 PURPOSE AND SCOPE

To establish the DeKalb County Police Department procedure regarding routine, emergency response and pursuit driving by officers and employees of the Department.

These regulations and guidelines apply to all members of the Police Department, sworn or civilian, and all personnel who operate vehicles issued by the Department.

4-2.1 AUTHORITY

The State Code of Georgia gives police officers the authority to violate traffic laws under certain circumstances. Georgia O.C.G.A. §.40-6-6 states:

"40-6-6. Authorized emergency vehicles.

(a) The driver of an authorized emergency vehicle, when responding to an emergency call, or when in the pursuit of an actual or suspected violator of the law, or when responding to but not upon returning from a fire alarm, may exercise the privileges set forth in this Code section.

(b) The driver of an authorized emergency vehicle may:

- (1) Park or stand, irrespective of the provisions of this chapter;*
- (2) Proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation; (Note: refer to 4-2.4 for Departmental policy)*
- (3) Exceed the maximum speed limits so long as he does not endanger life or property;*
- (4) Disregard regulations governing direction of movement or turning in specified directions.*

(c) The exceptions granted by this Code section to an authorized emergency vehicle shall apply only when such vehicle is making use of an audible signal and use of a flashing or revolving red light visible under normal atmospheric conditions from a distance of 500 feet to the front of such vehicle, except that a vehicle belonging to a federal, state, or local law enforcement agency and operated as such shall be making use of a flashing or revolving blue light with the same visibility to the front of the vehicle.

(d) The foregoing provision shall not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of all persons.

(e) It shall be unlawful for any person to operate an authorized emergency vehicle with flashing lights other than as authorized by subsection (c) of this Code section allowing the DeKalb County Police Department to issue permits for the use of flashing or revolving amber lights."

4-2.2 OPERATION

All vehicle operations by members of the Police Department will be in one of three modes, described below.

A. ROUTINE PATROL AND NORMAL OPERATIONS

1. While on patrol or conducting routine operations, the posted speed limit will be observed.
2. All traffic control signs and/or signals will be observed and obeyed.
3. Good driving habits and courtesy toward other drivers and pedestrians will be practiced at all times.

B. EMERGENCY RESPONSE DRIVING

1. An emergency response, using blue lights and siren, will be allowed only in response to a call of an immediate or potential life-threatening nature or a forcible felony that is in-progress, has just occurred or where failure to respond immediately would aid the perpetrator in making good his escape. (When dispatched through the Communications Division, this type call will be termed "Priority 1".)
2. The operator of a vehicle responding to an emergency call may violate traffic laws so long as he does not needlessly endanger life or property.

C. "HOT" PURSUIT DRIVING

1. "Hot" Pursuit is the immediate pursuit of an actual or suspected violator of the law.
2. The operator of a vehicle in hot pursuit may violate traffic laws so long as he does not needlessly endanger life or property.

4-2.3 LIMITING FACTORS AND RESPONSIBILITY

A. The decision to operate a police vehicle in a manner that violates State traffic laws must be carefully considered. Even at those times when the law and Department policy clearly give the officer authority to violate traffic laws, some limiting factors must be considered:

1. Every vehicle has a maximum speed at which it may be operated safely. Some of the limiting factors include:
 - a. The type and condition of the tires and ambient temperature.
 - b. The brakes related to the known characteristic of fading under severe use.
 - c. The limit of the suspension system to support the vehicle at maximum side thrust.
2. Every driver has a limit to his ability to safely operate a high-speed vehicle on a given roadway. Some of the limiting factors include:
 - a. Experience and training in high-speed operation.
 - b. The degree of familiarity with the roadway being traveled.
 - c. The degree of understanding of the handling characteristics of the vehicle being operated.
 - d. The visibility and illumination available to the operator in the area being traveled
 - e. The obstacles, both present and potential, that must be avoided.
3. Every roadway has a maximum speed at which a particular vehicle may be operated safely. Some of the limiting factors include:
 - a. Lack of straight and level surface.
 - b. Condition and type of road surface.
 - c. The presence of rain, snow, ice, loose gravel or other foreign substance on the road surface.
 - d. The presence of intersections that could allow other vehicles to suddenly and unexpectedly obstruct the roadway.
 - e. The level of vehicular and pedestrian traffic in the area traveled.

B. When the speed of a patrol car nears 100% of the maximum of any one of the above limits or conditions, that speed is defined as HIGH SPEED regardless of the actual indicated miles-per-hour. There is little or no margin for error when a driver approaches 100% of an absolute maximum. A driver's lack of knowledge and understanding of these maximums is of itself a limiting factor.

C. The responsibility for the decision to engage in pursuit or an emergency response and the methods to be employed rests with the individual officer. In arriving at his decision, he must carefully consider all factors involved, including the seriousness of the offense, all possible consequences, and most importantly the safety of citizens, whose protection is his major objective.

4-2.4 POLICY

A. The law permits officers who are engaged in hot pursuit or an emergency response to exceed the speed limit and to violate other traffic regulations as necessary, but only:

1. If the emergency lights and siren are employed (designating an emergency vehicle); and
2. If the utmost safety is assured for self and others. The decision to initiate or continue pursuit may be negligent when the heightened risk of injury to third parties is unreasonable in relation to the interest in apprehending suspects.

B. Even though the officer is legally engaged in an emergency operation and complying with subparagraph A-1 above, he is neither relieved of his duty to drive with "due regard" for the safety of all persons nor protected from the consequences of any reckless disregard for their safety. He must exercise that degree of care, which a reasonably prudent person in the discharge of similar duties and under like circumstances would use. It is understood that the officer's ability to supervise control over other motorists is limited, but it is the officer's duty to avoid contributing to the danger already created by the violating motorists.

In addition, it will be Departmental policy to restrict the latitude of operation granted by the State in the following manner:

1. Vehicle pursuits may result in serious injury or death and should be viewed in the same manner as a potential use of deadly force. Pursuits are prohibited unless there is probable cause to believe the person(s) being pursued has committed one of the following crimes:
 - a. Murder
 - b. Manslaughter (Voluntary or Involuntary)
 - c. Aggravated Assault
 - d. Aggravated Battery
 - e. Kidnapping
 - f. Rape

- g. Armed Robbery
- h. Arson in the First Degree
- i. Crimes, which create an imminent threat of serious bodily injury or death to others if the suspect is not placed in physical custody immediately.
- j. Other crimes, felony or misdemeanor, involving deadly force, threatened deadly force, serious bodily injury or where there is strong belief that unless the subject is taken immediately into physical custody the safety of others will be in jeopardy.

2. Vehicle operation restrictions are as follows:

- a. The driver of a police unit will not pass another vehicle in a curve or at a hillcrest.
- b. **No police unit shall proceed through a stop sign or red traffic signal without first coming to a complete stop and ensuring that all conflicting traffic in all lanes has come to a complete stop.**
- c. No officer shall, at any time, operate a vehicle at a rate of speed that may cause him to lose control over the operation and/or direction of his vehicle.
- d. No officer shall operate a vehicle on the wrong side of the road except with extreme caution and with the full understanding that the officer is accountable for any consequences.
- e. No officer shall operate a vehicle against the traffic flow on any Interstate, entrance or exit ramp, one-way street or limited access highway unless all traffic between the officer and destination has been blocked.
- f. A motorcycle may initiate a pursuit but will relinquish primary unit status immediately upon the participation of a marked vehicle.
- g. An unmarked police vehicle will not participate in a vehicular pursuit unless it is equipped with an emergency light and audible device. The unmarked car shall relinquish primary unit status immediately upon the participation of a marked vehicle.
- h. To diminish the likelihood of a pursuit, a police officer intending to stop a vehicle for any violation of the law shall, when possible and without creating a threat to public safety, close the distance between the two vehicles before activating emergency lights and siren.

C. When attempting to stop a violator who has not yet begun to flee, the pursuing officer should keep in mind personal safety and try everything within his authority to apprehend the subject without resorting to a high-speed chase. For example, officers should wait on backup units to arrive or for the suspect to exit their car, or by not allowing suspects to enter the roadway from private property by parking a police vehicle in the driveway.

4-2.5 PROCEDURES FOR HOT PURSUIT

- A. When engaged in "hot pursuit", the pursuing officer should remember that the sooner the subject is stopped or apprehended the less the opportunity for an accident. Of utmost importance the officer should not endanger the public or himself as a result of his driving techniques.
- B. When the operator of a pursued vehicle increases his speed or drives in such a manner as to endanger the safety of others, the pursuing officer shall immediately activate the siren and blue lights, and shall continuously use both throughout the pursuit. Officers are reminded that the warning effect of the siren will decrease rapidly as the speed of the pursuit vehicle increases.
- C. When safe to do so, the pursuing officer shall maintain communication with the dispatcher, relaying information such as the identity of his unit, location, direction of travel, exact reason for pursuit, estimated speed of the vehicle being pursued and other details, which will enable the other officers in the area, as well as the dispatcher, to assist. While the pursuit officer is transmitting information to the dispatcher and/or to other units, he must keep his voice as normal and coherent as possible and not shout. In the case of a two-man police car, the passenger should handle the radio transmissions. Units that have riders, prisoners, witnesses, suspects, or complainants in their vehicles shall not become engaged in pursuit situations. It is mandatory that officers announce their speeds over the air so that supervisors can better evaluate the situation, as well as assist other units in positioning.
- D. Units responding to assist should concentrate on covering the streets parallel to the one the pursuit is on, thus creating a "boxing in" effect, which will, hopefully, if not capture, at least discourage the violator from continuing his flight. This technique is also advantageous in the event the violator is able to elude the immediate pursuit vehicle, or in case the violator abandons his vehicle and flees on foot. If the violator should abandon his vehicle and flee on foot, the officer should, before giving foot pursuit, notify the dispatcher of his location, remove his ignition keys, and quickly check the violator's vehicle for other occupants who may have hidden.
- E. No more than two police vehicles shall be directly involved in the chase (immediately behind the perpetrator) unless authorized specifically by a supervisor (blocking maneuvers require more than two cars). The vehicle closest to the fleeing suspect shall be considered the primary unit.

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- F. No pursuit shall be initiated on the basis of traffic charges alone unless the subject vehicle is being operated in a manner such as to endanger life and property prior to pursuit.
- G. To the fullest extent possible, detailed descriptions of the car, license number and occupants should be obtained and broadcast. Even a partial license number is a valuable aid in quick identification. (In some cases, the license number could be obtained while following the motorist before directing him to stop.) If possible, the officer should note the license number on his clipboard or notebook. These notes are valuable in the event the subject is able to avoid immediate arrest or the pursuit is abandoned.
- H. During pursuit, a safe distance shall be maintained between both cars, enabling the pursuing officer to duplicate any sudden turns and lessen the possibility of a collision in the event of a sudden stop. Deliberate physical contact between vehicles at any time will not be justified, except as required at roadblocks and under the orders pertaining thereto.
- I. Because of the potential dangers involved, pursuing officers shall not pull alongside a fleeing motorist in an attempt to force the subject into a ditch, curb, parked car, or any other obstacle. It should be noted that if this occurred on a four-lane highway, the danger of a sideswipe collision would be increased, and the opportunity for escape would become greater through quick application of the brakes and a sudden turn by the violator.
- J. To avoid being arrested, many motorists will take imperiling chances. Regardless of the extenuating circumstances, the pursuing officer shall not duplicate these hazards. In the apprehension of traffic offenders and other violators, an officer must be sensitive to the public's reaction. This means that in all cases he must operate his vehicle in a manner that shows consideration for his own safety, the safety of the violator whom he seeks to apprehend, and, above all, the safety of others who may be using the roadway. Because of the many handicaps encountered, the pursuit officer must recognize and accept the fact that he will not be able to successfully apprehend every motorist he decides to stop.
- K. Officers will not discharge a firearm at or from a moving vehicle except as the ultimate measure of self-defense or defense of another when the suspect is using deadly force. (See Use of Force/Firearms, Section 4-6)
- L. Aerial support should be requested. When the helicopter arrives, communication responsibilities will be turned over to the helicopter crew and the pursuing units will reduce speed allowing a greater distance to develop between the police units and the violator. Units not directly participating in the pursuit will move toward the area in the event of a foot chase.

4-2.6 USE OF ROADBLOCKS

- A. Because of the extreme and obvious dangers inherent in the use of roadblocks in pursuit situations, it is the policy of the Police Department that the use of roadblocks to apprehend wanted suspects will not be employed when it is apparent that innocent persons would be endangered.
- B. Roadblocks can be used by members of the Police Department during a hot pursuit only on the order of a supervisor and then only as a last resort when the person being pursued has proved, by his method of flight, total disregard for the lives and safety of the public.
- C. Once a decision has been made to use a roadblock, the Communications dispatcher will announce on all radio frequencies the location of the roadblock and the situation requiring the roadblock. The dispatcher will also ensure that the principal pursuit patrol cars acknowledge the location of the roadblock. If the pursuing units do not acknowledge the existence of the roadblock, the roadblock will be immediately abandoned.
- D. Under no circumstances shall vehicles other than DeKalb police vehicles be used as roadblocks. Once a roadblock has been ordered and a Police vehicle has been stationed as part of roadblock, no one shall remain in the vehicle.

4-2.7 ROLLING ROADBLOCKS

- A. Stationary roadblocks are effective in some instances. If the violator realizes that his passage is blocked and he stops his vehicle, the stationary roadblock is effective. If the violator realizes that his passage is blocked and attempts to run the roadblock, the chance of injury and severe vehicle damage is imminent.
- B. Under certain limited circumstances the use of the rolling roadblock is effective and the chance of injury and vehicle damage is greatly reduced. Citizen's vehicles are not to be used in rolling roadblocks.
 - 1. Blocking: In a pursuit of moderate speed, blocking can be accomplished by positioning a patrol vehicle in front of the violator and another patrol vehicle beside the violator. Speed should be reduced gradually until the violator is stopped. Every effort should be made to avoid actual contact with the violator vehicle. Contact with patrol vehicles may cause airbag deployment preventing the driver/officer from controlling the vehicle.

4-2.8 TIRE DEFLATING DEVICES

To maximize the officer's safety and the safety of the motoring public, sworn personnel may choose to terminate a pursuit by the deployment of tire deflating devices. The use of the tire deflating devices will be governed by sound professional judgment and only under the following circumstances:

- The sworn officer has reasonable cause to believe the suspect has committed an offense justifying the suspect's arrest.
- The pursuing sworn officer has attempted to apprehend the suspect by means of both a blue light and siren, and the suspect has ignored the attempt.
- The sworn officer utilizing the tire deflating device has received Department-approved training on the use of the devices.
- The deployment is authorized by a supervisor.
- The tire deflating device will not be used to stop a pursuit involving any two or three wheeled vehicle, such as motorcycles, or any all-terrain vehicle (ATV).
- If other law enforcement agencies request a sworn officer to assist by using the Department's tire deflating devices, all provision of the Department's policy for the Operation of Police Vehicles will be followed.

The deploying officer will select a location and manner of deployment as to prevent the inadvertent striking of the device by vehicles other than the fleeing vehicle. The deploying officer will be responsible for notifying Communications of the location of the deployment. Communications will announce on all radio channels the location of the deployment. The dispatcher will also ensure the principal pursuit vehicles acknowledge the location of the deployment. If the pursuing units do not acknowledge the location of the deployment, the tire deflating devices will not be deployed.

4-2.9 WHEN TO ABANDON PURSUIT

- A. The pursuing officer must always use his best judgment in evaluating and reevaluating the chase and make a continuous appraisal of it in deciding whether he should continue the pursuit. Never should the element of a personal challenge to the officer enter into the decision. A professional officer is aware that the decision to abandon pursuit is, under certain circumstances, the most intelligent course of action. Officers should discontinue any chase when:
 1. The hazards of exposing the officer and the public to unnecessary dangers are high; or
 2. The environmental conditions indicate the futility of continued pursuit; or
 3. The offense is a misdemeanor and the identity of the violator is known; or
 4. The pursuing officer knows, or is almost certain, that the fleeing vehicle is operated by a juvenile and the offense constitutes a misdemeanor or a felony that did not involve an actual or threatened attack, such as Unauthorized Use of a Vehicle, and the safety factors involved are obviously greater than a juvenile can cope with; or
 5. When directed to do so by a superior officer. Officers involved in pursuits will adhere to all instructions and orders given by supervisors.
- B. It is difficult to describe exactly how a fleeing motorist could or should be apprehended, except that it must be done legally and safely. It is also difficult to list any particular traffic regulations that pursuing officers could or should not disregard. Likewise, one cannot set a safe, maximum pursuit speed. Each chase is unique within itself. The pursuing officer, in a short period of time, will have to use his own judgment; collect his total resources, including his training and overall experience, bearing in mind the procedures, and guidelines outlined in this policy; and apply them collectively to the existing circumstances. If the officer feels certain that his pursuit is justified according to the established criteria and it can be performed safely, he should continue with the intent to apprehend the suspect, but only while exercising maximum safety for all concerned. Officers should never be indifferent to the safety of the public, and every effort should be made to handle pursuit with such care and finesse that it can rationally be justified as a help, not a hazard, to highway safety.

4-2.10 PURSUIT REPORTING

All precinct Lieutenants are required to file a pursuit incident report on the form provided for each pursuit initiated by officers under their command. Every chase is to be documented, regardless of its duration.

These reports shall be forwarded to the Division Commander at the conclusion of the shift on which the chase occurred. The Division Commander or his designee shall review each report for compliance with policy.

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Pursuit reports shall be filed in the office of the Commander of Special Operations and such commander shall cause to be published an annual analysis covering pursuit operations for each entity and for the Division as a whole and shall fulfill such other reporting requirements as shall from time to time be required. Additionally, the Commander of Special Operations will conduct a documented annual review of pursuit policies and reporting procedures.

An informal line level critique of each pursuit shall be held by the participants involved in the incident. The meeting will be geared toward improvement of tactics and safety.

4-2.11 PURSUIT TRAINING

All recruits in basic mandate training will receive the P.O.S.T. approved EVOC Course. (Emergency Vehicle Operations Course) Vehicular pursuit training shall consist of knowledge of applicable statutes, familiarization with the DeKalb County Police Department pursuit policy and the procedures relating to it, decision-making skills, behind-the-wheel driving skills, and the existing Metropolitan Atlanta Inter-jurisdictional Pursuit Policy.

4-2.12 METROPOLITAN ATLANTA INTER-JURISDICTIONAL PURSUIT POLICY

In 1989 the Department signed a "Memorandum of Agreement" concerning inter-jurisdictional police pursuits in the metropolitan Atlanta area. All metro police agencies have signed this agreement, which will now be considered Department policy.

- A. Before entering another jurisdiction, the pursuing agency will notify the other agency with the following information:
 1. Pursuit is about to enter their jurisdiction.
 2. Reason for the pursuit and nature of violation.
 3. Location and direction of pursuit.
 4. Complete description of occupants and vehicle.
 5. Number of units involved in pursuit.
 6. Whether or not assistance is needed.
 7. When applicable, notify agency when pursuit is leaving their jurisdictional boundaries, or the location of termination.
- B. In order to lessen the dangers created by pursuits, agencies that maintain an air/aviation unit agree to provide such assistance, when available, to any and all signatories upon a direct request. Any signatory obtaining aviation support in the future will also provide this assistance. The agencies that will provide this assistance are: Dekalb County, Clayton County, Fulton County, Gwinnett County and Atlanta.
- C. The initiating agency will have control and be responsible for the pursuit. Other agencies will not participate unless requested to assist.
- D. A total of no more than three (3) vehicles from the combined jurisdictions will be involved in any pursuit, two (2) units from initiating agency and one (1) additional unit from the assisting agency.
- E. Where pursuits enter third and subsequent jurisdictions, the assisting unit, due to boundary familiarity and greater ability to maintain radio communications, will notify the next jurisdiction of a desire for assistance. The assisting unit will then remain with the pursuit until replaced by the next assisting agency. If the suspect is apprehended, all concerned agencies will be notified of the location and supplied pertinent information for appropriate charges.
- F. During a pursuit involving more than one agency, the following practices are prohibited:
 1. Roadblocks (fixed and rolling);
 2. Ramming;
 3. Forcing pursued vehicles off the roadway;
 4. Shooting at pursued vehicle (except to protect against the use of unlawful deadly force).
- G. Responsibility of the initiating agency:
 1. Arraignment of arrested persons;
 2. Disposition of any passengers;
 3. Disposition of arrested person's vehicle;
 4. Coordination of all reports, citations and criminal charges with the exception of accident reports.
- H. A supervisor from the agency where the pursuit terminates will respond to the location to supervise and assist officers.
- I. This Agency will not assist in any pursuit entering our jurisdiction in a manner or under circumstances in contradiction to our own pursuit policy.
- J. The information in this agreement will be distributed to all departmental personnel.

4-2.13 POLICE ACCIDENT REVIEW BOARD

- A. The DeKalb County Police Department Accident Review Board is hereby established:
 1. to initiate and maintain an active interest in vehicular safety among Police personnel;
 2. to assist the Chief of Police in reducing the number and severity of vehicular accidents/injuries/damage among County personnel;
 3. to promote defensive driving and vehicular safety within the DeKalb Police Department;
 4. to hear accident cases of vehicle accidents involving County owned vehicles and personnel.
- B. The Police Accident Review Board will hear, on a periodic and timely basis, those vehicle accident cases, which involve DeKalb Police Department personnel and/or are referred to the Board by the DeKalb County Loss Control Manager.
- C. The Accident Review Board will hear cases involving personnel from the following entities:
 1. Uniform Division
 2. Criminal Investigation Division
 3. Special Services Division
 4. Office of the Chief of Police. The Chief of Police will appoint a supervisor to present accidents involving the following personnel:
 - a. Office of the Chief of Police
 - b. Office of Professional Standards
 - c. Animal Control
 - d. Code Enforcement
 - e. Communications
 - f. Administrative Services
- D. ORGANIZATION
 1. The Dekalb County Police Department Accident Review Board will be appointed by the Chief of Police and will be comprised of the following:
 - a. Chairman
 - b. Vice Chairman
 - c. Six (6) other voting membersThe eight (8) Board Members will represent each Division, Precinct, Section and Unit in the Police Department to include Detectives, each Precinct, the Chief's Office, and the Special Services Division. The Chairman and Vice Chairman will have dual roles of also representing one of the entities.
 2. Voting members of the board will be designated on a DeKalb Police Personnel Order.
 3. Board appointments will be authorized by the Chief of Police and serve at his pleasure. Appointments will normally be staggered so that all members are not replaced simultaneously.
 4. Obtaining clerical support for the Police Accident Review Board will be the responsibility of the Chairman of the Board.
- E. DEFINITIONS

The Accident Review Board will consider the following definitions in its deliberations:

 1. Vehicular Accident - An undesired event that results in physical harm to a person or damage to property related to an employee's operation of a county vehicle.
 2. Property Damage Accident - An undesired event that results in physical harm to a person or damage to property not related to an employee's operation of a county vehicle. Property damage accidents will not appear on the employee's vehicular accident record and will be returned to line level for appropriate disposition.
 3. Preventable Vehicular Accident - Any accident which was avoidable through prudent, cautious and/or defensive actions on the part of a person/driver/operator.
 4. Incident - An undesired event that could have resulted in a loss/injury/damage.
 5. Minor Vehicular Accident - Any accident resulting in no injuries requiring hospitalization and/or damages to County/private property of less than \$1,500.
 6. Major Vehicular Accident - Any accident resulting in injuries requiring hospitalization of a county employee or private citizen for one day or more and/or damages to County/private property of \$1,500 or more.
 7. Negligence - Failure to exercise the care that the circumstances justly demand.
 8. Accident Review Board Worksheet - A worksheet used by the Board when discussing the elements of the accident, so that a measure of uniform corrective action can be achieved. Department policies which outline specific safe driving procedures take precedent over the scores developed by the Accident Review Board.

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F. CONDUCT OF ACCIDENT REVIEW BOARD

A quorum of the Accident Review Board members must be present to hear cases. A quorum exists when five (5) of the eight (8) of the voting members appointed by Personnel Order are in attendance.

The Accident Review Board may hear information offered by the vehicle operator or other witnesses to: decide the appropriate corrective action to be recommended by the Board to the Chief of Police with the intent to reduce vehicle accidents; and, promote driving safety within the DeKalb County Police Department. After hearing the unsworn information offered by the vehicle operator and/or other witnesses, the Board, in closed session, will:

1. Discuss the case.
2. Hear Board member proposals as to corrective action to be voted upon and recommended to the Chief of Police, from reprimand up to termination.
3. Vote on the proposals offered. A proposal, which received a simple majority of the votes, will become the Board's unanimous recommendation for action to be taken.
4. Each recommendation for action will be reported in the meeting minutes to the Chief of Police in writing for final approval not later than three working days after completion of the Review Board meeting. The recorder will forward a copy of the approved minutes to the DeKalb County Loss Control Manager, and the Safe Driving Awards Program Manager.
5. Board recommendations will retain confidentiality until released by the Chief of Police. Board members are encouraged not to discuss the results of individual cases with outsiders either before or after approval of Board recommendations.
6. In the event that any DeKalb Police Personnel is involved in a traffic accident that results in death, the incident will be investigated by the Traffic Specialist Unit and the results forwarded to the District Attorney's Office, if appropriate, before any hearing by the Police Accident Review Board.

G. ACCIDENT REVIEW BOARD RECOMMENDATIONS

1. No Action- The information offered the Board was of such a nature as to result in a recommendation for no further action against the employee.
2. Written Counseling- The information offered the Board was of such a nature that the Board recognized the need to make the accident a matter of record and possibly the basis for more severe action in the future.
3. Suspension - The accident was such that the employee should be relieved from duty without pay for a period as recommended by the Board.
4. Termination - The accident, or number of accidents, is/are significant and warrant(s) the recommendation for termination of the employee.

NOTE:

- a. All suspensions should commence within 30 days after the Chief of Police approves the Accident Review Board's recommendations.
- b. If an accident is serious enough to justify both a recommendation for suspension and the successful completion of a driver training program, the suspension time will not relieve the employee of the overall liability to successfully complete the driver training.
- c. Suspensions and dismissals are subject to the provisions of Section 20, Article IX of the DeKalb County Code.
- d. The actions of the Accident Review Board only address vehicular accidents and related loss. No attempt is made to investigate the rules and regulations of a specific division. To that end, each division is expected to address corrective action with their employees for violation of any such departmental regulation.

H. REPORTS

A copy of the Accident Review Board minutes will be provided to the Chief of Police, and once approved, will then be provided to each member of the Board for information and appropriate action.

4-2.14 USE OF PATROL VEHICLES FOR OFF DUTY EMPLOYMENT

The use of a patrol vehicle for off-duty employment may be appropriate under certain circumstances, because of obvious public safety hazardous conditions and/or exceptional criminal behavior that concerns the safety, welfare and protection of the citizens of DeKalb County in general. An example would be highway construction. Prior authorization by the Chief of Police or his designee is required.

When authorized, officers will check out a vehicle from the precinct in which the off duty job is located. The requesting officer will make contact with the Watch Commander on duty and request permissions to check out a vehicle. It is the responsibility of the Watch Commander to ensure that adequate vehicles are available for the primary duties of the precinct. If a vehicle is available, the Watch Commander will designate which vehicle the officer is to use.