

# Hamden Police Department

## General Orders

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**Policy Number:** 024-009

**Effective Date:** August 01, 2005

**Section:** Patrol

**Rescinds:**

**Title:** Cruiser Accidents

**Approved By:**

**Approval Date:**

### PURPOSE

To establish guidelines for the investigation of accidents involving police vehicles.

### POLICY

The Hamden Police Department will investigate all accidents involving any of its vehicles being operated by department personnel.

### Procedures

When an officer is involved in a motor vehicle accident, the following procedures will be in effect.

#### A. Duties of Involved Officers.

1. Advise Headquarters of the accident and request emergency medical assistance, if necessary.
2. Protect the scene.
3. Provide aid to the injured, if able to do so.
4. Advise the occupants of the vehicles involved that a supervisor will be investigating the accident.

#### B. Duties of the Accident Investigator and Supervisor Assigned to Investigate the Accident.

1. Interview all subjects involved, determine the cause of the accident and determine the appropriate action to be taken.

## **Hamden Police Department General Orders**

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2. The supervisor should assist the accident investigator in the filing of the State Accident Report. Upon completing report the supervisor should also sign the accident report.
3. Complete an inter-office memo, detailing all related circumstances surrounding the accident and including whether officer violated any State Statutes or Department regulations.
4. Forward the accident report and the above inter-office memo to the Shift Commander, who will be responsible for reviewing the report and then forwarding it to the Patrol Division Commander.
5. Forward a copy of the accident report to the officer involved.

### **C. Review Process.**

1. If the officer involved has any disagreement regarding the accuracy of the report or the action to be taken, he/she may request to have the report reviewed with the Investigating Supervisor and the Patrol Division Commander prior to the report being submitted to the Motor Vehicle Department.

### **D. Duties of the Patrol Commander.**

1. Review and clear the accident report when the investigation is determined to be completed.
2. Review the circumstances surrounding the accident and determine if any disciplinary action is warranted.

### **E. Cruiser-Involved Accidents Outside HPD Jurisdiction.**

1. Under normal circumstances, the accident will be investigated by the appropriate State or local police department.
2. If feasible, (i.e., bordering town, availability), a supervisor will respond to the scene, make arrangements to receive a copy of the investigation officer's report and obtain enough information to complete the required inter-office memo.

## **Hamden Police Department General Orders**

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### **F. Accidents Involving Out-of-Town Cruisers.**

1. Should a cruiser from another police agency become involved in an accident in our town, a Supervisor and an Accident Investigator should be assigned to investigate.
2. If unavailable, the Shift Supervisor will assign a patrol officer to investigate.