

Policy Number No. 41-2009	Approval Date January 14, 2009	Resolution Number 20/2009
Supersedes	Effective Date January 14, 2009	Legal Authority Peace Officer(s) employed by the Town of High Prairie

**TITLE: Non-Injury Motor Vehicle Collision Investigation
Standard Operating Procedure**

POLICY STATEMENT:

When requested by the RCMP to provide assistance, Peace Officers of the Town of High Prairie, who have been Authorized by the Alberta Solicitor Generals' Office, shall follow this Standard Operating Procedure for the investigation of a Non-Injury Motor Vehicle Collision.

For the purposes of this Policy, the following definitions shall apply:

- i. "Appropriate Authority" shall mean the formal
- ii. "NAOCC" shall mean Northern Alberta Operations Communications Centre
- iii. "Peace Officer" shall mean a Peace Officer of the Town of High Prairie
- iv. "PROS" shall mean Police Recording and Occurrence System
- v. "SOP" shall mean Standard Operating Procedure
- vi. "TSS" shall mean Traffic Safety Service

Purpose:

1. Peace Officers, with appropriate authority from the Alberta Solicitor Generals' Office may be requested by the RCMP to investigate non-injury motor vehicle collisions.
2. To be authorized, a Peace Officer must first have complete an approved Collision Investigation Level II Course and had this Authorization added to their Employer Appointment.
3. The RCMP policy, on level of response to collisions, remains the same for Peace Officers who may investigate collisions: If there are no injuries and the vehicles are driveable, the parties may exchange information and report to the detachment. These collisions will normally be handled at the front counter by RCMP staff or

Peace Officers. Enforcement attendance is only required in cases where the vehicles are not driveable and blocking traffic.

4. Complaints of non-injury motor vehicle collisions will continue to be dispatched by RCMP Telecoms (NAOCC).
5. When NAOCC dispatches a complaint of a non-injury traffic collision, upon NAOCC closing the repeater, if staffing resources are limited at that time, the RCMP member taking the complaint of the collision may request that a Peace Officer to attend instead.
6. The file dispatched to the RCMP member will remain in this member's name on PROS. The Peace Officers will not open an additional file.
 - a. The Peace Officer will complete the investigation, including the collision report (TSS), any investigation, and charges.
 - b. Upon completion of the file, they will give the original to their supervisor for review.
 - c. Upon completion of the supervisor review, the file will be given to RCMP Records for conclusion on PROS.
 - d. If the parties involved require a file number, the Peace Officer will provide the RCMP PROS file number for the file.
7. Should a Peace Officer encounter a non-injury collision that has not been reported, they may investigate it, handling the file the same as noted above, except a PROS file needs to be created. This can be done by Records (Shift Assistant) and assigned to a RCMP member (for PROS only).
8. In the course of these collision investigations, Peace Officers may encounter incidents where circumstances are beyond their authorities. Some of these situations include:
 - a. One of the parties involved is complaining of injuries. In this instance, when the Peace Officer becomes aware of the injuries, they will cause EMS to be notified, maintain security of the scene, render first aid if required, and request that a RCMP member attend to continue with the investigation.
 - b. The driver of one of the vehicles shows indicia of impairment. In this instance, the Peace Officer will follow procedures pertaining to impaired drivers and request a RCMP member attend.
9. In some instances, due to the level of training received by Peace Officers, a Peace Officer may be requested by an RCMP member to assist with the investigation of an



injury or fatal motor vehicle collision. In these instances, the Peace Officer may assist with specific tasks related to the collision investigation (such as scene survey, diagrams, skid/drag sled testing, speed calculations, etc.) but an RCMP member will remain as the lead investigator. The Peace Officer will only act in an assisting role to the lead investigator.

10. Where possible, while investigating a non-injury collision, if a Peace Officer can find sufficient evidence to lay charges, they should proceed to work to this end.
11. Should a Peace Officers' vehicle be involved in a collision, the RCMP will carry out a thorough investigation of the collision.
 - a. The file will still be assigned to an RCMP member and will be handled as per this SOP.
 - b. The RCMP will ensure that a complete investigation is done, including photographs, diagrams, statements, etc. This will vary depending on the circumstances and may include any actions completed by the RCMP.

Dated this day: January 14, 2009



Rick Dumont, Mayor



Larry Baran, Town Manager