

Cobb County Police Department

Policy 3.04

DEPARTMENT VEHICLE TRAFFIC CRASHES

Effective Date: October 14, 2019	Issued By: Chief C.T. Cox
Rescinds: Policy 3.04 (November 1, 2017)	Page 1 of 2
The words “he, his, him,” which may appear in this policy, are used generically for clarity and ease of reading. These terms are not meant to imply gender and relate to all employees of the Department.	

The purpose of this policy is to establish guidelines and responsibilities for investigating and reporting traffic crashes involving vehicles from the Cobb County Police Department and the Department of Public Safety (excluding Fire Department). Personnel from these departments involved in traffic crashes will follow the procedures set forth in this policy.

I. REPORTING TRAFFIC CRASHES

All traffic crashes involving vehicles from the Police Department and Department of Public Safety (excluding Fire Department) shall be immediately reported to the proper authority for investigation.

II. TRAFFIC CRASH JURISDICTION

- A.** Normally, traffic crashes involving vehicles covered by this policy, occurring in the unincorporated area of Cobb County, will be investigated by the involved employee’s supervisor, or the supervisor’s designee.
- B.** The Georgia State Patrol will investigate all crashes that involve vehicles from the Police Department and Department of Public Safety (excluding Fire Department) where there is serious bodily injury or death.
- C.** If the traffic crash occurs in an incorporated area of Cobb County and does not involve a serious injury or fatality, the shift or unit supervisor will summon either the local municipal police department or the STEP Unit to investigate the traffic crash.
- D.** If the traffic crash occurs outside of Cobb County, the local law enforcement agency will be notified to investigate the traffic crash. The employee will also notify his supervisor.

III. REPORTS

- A.** The involved employee’s supervisor will complete a Risk Management “Notice of Loss” via the Cobb County claims portal on each traffic crash involving a vehicle covered by this policy, even if another jurisdiction or STEP investigates.

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- B.** The Unit Commander shall notify the appropriate Deputy Chief within twenty-four hours of any traffic crash involving a vehicle covered by this policy.
- C.** The Department's Safety Review Board (DSRB) Chairperson will brief the appropriate Deputy Chief on all traffic crashes reported and reviewed by the DSRB within three days of a DSRB hearings.