

**DEPARTMENT TRAFFIC COORDINATOR  
COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU**

**NOTICE**  
16.2

December 12, 2014

**TO:** All Commanding Officers

**FROM:** Department Traffic Coordinator, Counter-Terrorism and Special Operations Bureau

**SUBJECT:** SAFETY BELT COMPLIANCE REPORTING REQUIREMENTS


The purpose of this Notice is to establish standardized reporting regarding safety belt, which is also commonly referred to as a seat belt, compliance when Department employees are involved in a traffic collision. Currently, Department policy requires employees and all others operating or riding in a Department vehicle to wear safety belts. However, in accordance with Department Manual Section 4/289 – Safety Belts in Department Vehicles, in very limited circumstances and based upon tactical considerations, when the potentially dangerous tactical situation is perceived or anticipated, the safety belt may be removed to allow adequate time for safe response to the situation. Some examples of these tactical considerations include the following:

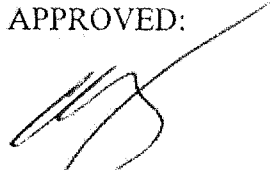
- Officers may remove their safety belts immediately prior to arriving at the location of an emergency call so they can quickly leave their vehicles upon arrival.
- Officers may remove their safety belts immediately prior to stopping a suspect. However, officers should be careful not to remove their safety belts prematurely and thus risk being without safety belt protection during a pursuit.

When a safety belt is not worn, employees shall document the reason for not wearing their safety belt in their employee statement. Currently, the Department conducts quarterly safety belt audits to determine the compliance rate of employees involved in an employee-involved traffic collision. In an effort to accurately capture information regarding safety belt compliance during employee-involved traffic collisions, each commanding officer shall evaluate and document the justification for the involved employee(s) not utilizing their safety belt in the Fleet Safety Adjudication. This will assist the Department in accurately completing future safety belt audits.

If you have any questions regarding this Notice, please contact Traffic Coordination Section, Emergency Operations Division, at (213) 486-0680.

APPROVED:

  
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