



South Carolina Department of Public Safety

Highway Patrol Division Manual of Operations



Revised
September 25, 2013

c. State Troopers, we should be concerned about the safety of children whose lives are endangered by parents or guardians as a result of traffic law violations, abuse, neglect and lost or separated victims.

d. In all cases where more than one transfer of the minor child or children occurs, a supplemental Child Custody Transfer Report is to be completed and attached to the original before the reports are submitted.

E. Search and Seizure

Troopers are to be familiar with procedures set forth in DPS Policy Directive 300.16 concerning search and seizure.

F. Use of Force

Troopers are to be familiar with procedures set forth in DPS Policy Directive 300.04 concerning the use of force.

G. Hostage/Barricaded Person

Troopers are to be familiar with procedures set forth in DPS Policy Directive 300.22 concerning a hostage or barricaded person.

H. Vehicle and Foot Pursuit

Troopers are to be familiar with procedures set forth in DPS Policy Directive 300.02 concerning the following:

1. General Considerations
2. Primary Pursuit Trooper
3. Secondary Pursuit Troopers
4. Supervisory Trooper
5. Terminating a Pursuit
6. Forcible Stops
7. Foot Pursuits
8. Stationary Roadblocks (procedures are in DPS Policy Directive 300.03)
9. Rolling Roadblocks (procedures are in DPS Policy Directive 300.03)

I. In-Car Video and Recording

Troopers are to be familiar with procedures set forth in DPS Policy Directive 300.06 concerning the following:

1. General Use
2. Security and Control
3. Storage and Retention
4. Working Copies

5. Review
6. Inspection, Maintenance and Repair
7. Complaints
8. Used for Training
9. Freedom of Information Request

In addition to Policy Directive 300.06, the following procedures are set forth for random review of video tapes randomly selected that are used by troopers:

1. Each Troop Commander is to view at least (4) hours of tape a month.
2. Each Troop Lieutenant is to view at least (2) hours a week from troopers of their assigned post.
3. Each First Sergeant and Sergeant is to view at least (2) hours a week from troopers of their assigned post.
4. Each review is to be documented on the "Video Tape Monitoring Form" and forwarded to Patrol Headquarters.

In addition to the random review, each critical incident involving a trooper will immediately be reviewed by a higher ranking supervisor to ensure compliance with policy. Any derogatory incident that would place the Highway Patrol in disrepute or any incident of noncompliance with policy and procedure will be immediately forwarded to Patrol Headquarters.

J. RADAR Operations

1. **General** – Only troopers certified in the use of RADAR will be allowed to operate a RADAR unit. Re-certification shall be required in order to keep the certification valid. A failure to successfully complete the original RADAR course or the re-certification course shall be considered when the trooper is rated on the Department of Public Safety Employee Performance Management System. The Troop/Unit Commander will determine if the RADAR certification shall be a requirement for each job description. A trooper may possess a RADAR after he has received RADAR training, but the trooper shall not write a summons to anyone utilizing the RADAR prior to passing a proficiency test and receiving certification. RADAR re-certification will be done every three years.
2. **RADAR Operating Procedures** – In order for RADAR operation to be most effective, certain rules and policies must be established. The following guidelines are to be adhered to by Patrol personnel in performing this enforcement technique:
 - a. RADAR units are expensive and delicate and care should be exercised in handling these units in order to protect them from unnecessary damage.