
	ANDOVER POLICE DEPARTMENT GENERAL ORDER		Number: O2605
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			Distribution: All
Title: EMERGENCY ACCIDENT REPORTING PLAN		Section: Traffic	
Issued: 06/28/2011	Effective: 07/06/2011	Revised: 07/10/2013	
Rescinds: All Previous		Amends:	
CALEA References:			
Review: Annual	Authority: Chief Michael A. Keller 		

I. Purpose

The purpose of this General Order is to establish procedures for implementing and administering the department's Emergency Accident Reporting Plan (EARP).

II. Policy

The department's Emergency Accident Reporting Plan may be implemented when the number of motor vehicle accidents occurring in the city exceeds the department's ability to respond.

III. Definitions

- A. Emergency Accident Reporting Plan (EARP):** A plan allowing for the delayed reporting of motor vehicle accidents during times when the number of motor vehicle accidents exceeds the department's resources to respond.


IV. Regulations

(This section intentionally left blank).

V. Procedures

A. Authorization

1. During emergency conditions the Watch Commander will evaluate the need to suspend the normal accident investigation procedures outlined in General Order O2604 Traffic Accident Investigation, and may implement EARP when the number of accidents exceeds the department's ability to respond.
2. Conditions that may contribute to the emergency reporting decision may include any or all of the following:
 - a. Inclement weather;
 - b. Civil disorder;
 - c. Natural disasters;
 - d. Other conditions as deemed appropriate by the Chief of Police.
3. When EARP is implemented, officers will normally not respond to accidents when all involved vehicles are drivable, if vehicle operators are not suspected of being under the influence, when there are no injuries and if a City vehicle is not involved in the accident.

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B. Implementation

1. When EARP activation is authorized the Communications Officer will notify the local media outlets and others as directed.
2. When EARP is activated, Communications Officers receiving reports of accidents should determine:
 - a. if the accident is an injury accident;
 - b. if any of the operators are suspected of being under the influence of alcohol or drugs;
 - c. if any of the vehicles are not drivable;
 - d. if a City vehicle is involved.
3. If any of the above conditions are present, officers should be dispatched to investigate the accident.
4. If none of the above conditions are present the people involved in the accident should be instructed to exchange driver, insurance and vehicle information and report the accident to the Andover Police Department within 48 hours.
5. Officers who come upon or are dispatched to accidents not requiring an immediate report should inform the drivers that EARP is in effect, give them a copy of APD Form 36 – Accident Information Exchange Form and inform the drivers to report the accident within 48 hours.
6. Delayed reports received by the department because EARP was in effect, will be received by an officer, assigned a case number and entered into RMS.

C. Deactivation

EARP will remain in effect until the causing conditions are gone, or until deactivated by a Watch Commander or a higher ranking authority.