

**BROWARD SHERIFF'S OFFICE  
DEPARTMENT OF LAW ENFORCEMENT  
STANDARD OPERATING PROCEDURES**

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- 5.17**    **CHECKPOINT/LANE SQUEEZE:**    Checkpoints can be conducted for vehicle inspections, DUIs, or driver licenses or any combination. Written guidelines will be necessary so a minimum degree of discretion is left to deputies conducting a checkpoint and/or lane squeeze. Deputies conducting checkpoints and/or lane squeezes will adhere to the following procedures designed to minimize the danger to themselves and the public and minimize intrusion to drivers: (CALEA 61.1.6d)
- A.    **Prior Approval:**    Commands will not conduct any traffic checkpoint and/or lane squeeze operation during the hours any municipal, county, state, or federal election is conducted without prior approval of the Sheriff or designee.
- B.    **Advance Notification:**
1.    The supervisor designated by the district commander and/or Regional Traffic supervisor will notify Media Relations of any pending checkpoint and/or lane squeeze at least 48 hours before it is conducted. Media Relations will be requested to notify the print and electronic media of an upcoming checkpoint and/or lane squeeze and provide dates, times, locations, and all participating units. Notification should be made as soon as possible when a location for the checkpoint and/or lane squeeze is determined.
  2.    The supervisor and/or Regional Traffic supervisor will maintain in the checkpoint file, copies of all notifications, news releases, articles, After-Action Reports, and site diagrams on the checkpoint and/or lane squeeze.
- C.    **Operations Guidelines:**    Written operations guidelines must be established and reviewed by participating deputies before each checkpoint and/or lane squeeze initiated. These guidelines will include:
1.    Procedures on vehicle selection
  2.    Detention techniques and disposition of vehicles
  3.    Duty assignments and proper attire
  4.    Checkpoint and/or lane squeeze location
  5.    Copies of public notices (see Section 5.19B)
  6.    Special concerns

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7. Emergency plans (hospital routes, etc.)

8. Chain of command

D. Staffing Requirements: The following minimum staffing will be required for each checkpoint and/or lane squeeze conducted:

1. A district supervisor and/or Regional Traffic supervisor

2. At least four deputies

3. A prisoner transportation vehicle and driver

4. Posse members to assist with paperwork and processing if available

E. Safety Considerations:

1. The checkpoint and/or lane squeeze site will be selected by the district supervisor and/or Regional Traffic supervisor

2. The site must have adequate lighting sufficient to illuminate the site, ensure the safety of BSO members and the public, and provide safe movement of vehicles and pedestrian traffic.

3. The site should provide space to allow deputies and BSO vehicles to be in plain sight and for placing of advance warning signs and other equipment to alert the oncoming public.

Note: A diagram of the planned site will be prepared and sent to the Regional Traffic supervisor .

F. Restriction of Traffic:

1. Traffic will be reduced to a single lane (usually the right-hand lane). The lane reduction will be accomplished using at least 20 orange traffic cones and illuminating flares and/or barricades which must be yellow with orange and white stripes.

2. Barricades will be marked using block letters of reflective tape with either "Slow" or "Stop" and "Sheriff's Checkpoint Ahead" in addition to any directional messages.

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3. Barricades and/or cones or flares will be arranged in a diagonal position so they gradually reduce traffic to a single lane, using the guideline of 100' for every 10 mph of the posted speed limit to assure motorists' safety.
  4. A sign should be placed at the entrance of the lane reduction stating "Sheriff's Office Checkpoint Ahead" to alert motorists of the purpose of the lane reduction.
  5. At least two marked BSO vehicles will have their emergency lights flashing to aid with the identification of the location as the site of a police function and warn motorists of the lane reduction.
- G. Attire: The high visibility of uniformed deputies with their marked BSO vehicles at the checkpoint makes the law enforcement presence obvious and serves to re-assure motorists of the legitimate nature of the activity. All participating deputies will be dressed in their Class B uniform or other uniform approved by the district supervisor and/or Regional Traffic supervisor.
- H. Operations Briefing: The checkpoint supervisor will conduct a briefing for all assigned staff before commencing the checkpoint and/or lane squeeze. During this briefing, the written guidelines will be reviewed with participating staff. The written guidelines will contain:
1. The checkpoint's purpose
  2. The date, time, and location (diagram)
  3. Staff equipment dispositions
  4. Safety and legal issues
  5. Emergency traffic contingencies
  6. Conduct at checkpoint
  7. Arrest and/or citation procedures
  8. Checkpoint operational procedures (i.e., selection of vehicles to stop, detention techniques, duty assignments, disposition of vehicles, and contingency plan to relieve temporary traffic backup)
- I. Contingency Plan:

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1. If traffic conditions cause deputies to deviate from the predetermined order of interviewing, a contingency plan will be established and written in the operations guidelines. The reasons for departure must be thoroughly documented in the After Action Report.
  2. If all assigned staff become involved with drivers determined to be impaired, or drivers violating the law for which the checkpoint was created, or if traffic becomes unnecessarily delayed, stopping of vehicles should be discontinued until the normal traffic flow is resumed and deputies are again available.
- J. Conclusion of Checkpoint: The time frame for a checkpoint will be established in writing before its implementation. However, if deputies are no longer available to safely conduct a checkpoint or the weather is unsuitable, the checkpoint will be discontinued earlier than originally scheduled.
- K. Reports:
1. Event Reports will contain the name of the on-scene checkpoint supervisor, names of participating deputies and the point positions, names of all known witnesses, and operation's compliance with the written guidelines.
  2. After Action Reports will be completed and sent to the Special Operations Group Major and Patrol Services Bureau Lieutenant Colonel via chain of command.

**NOTICE**

These Standard Operating Procedures are considered law enforcement sensitive and may contain certain information that is exempt under Florida Public Records Law. Outside or public requests for information from this Standard Operating Procedures Manual must be directed to the Department of Law Enforcement for review and redaction, if necessary, prior to disclosure.

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