

**RECOMMENDED ACTIVITIES
FOR SRP DEPUTIES**

Prepared by the
Office of Highway Safety Planning
and
Michigan Sheriffs' Association

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OVERVIEW

This document is intended to help define what is expected of deputies assigned to the Secondary Road Patrol & Traffic Accident Prevention program, sometimes referred to as the "SRP" or "416" program (Public Act 416 of 1978). It contains a list of recommended activities developed and endorsed by the Office of Highway Safety Planning (OHSP), which is mandated by P.A. 416 to administer the program, and the Michigan Sheriffs' Association (MSA).

It is understood that SRP deputies may, under unusual and rare circumstances, deviate from recommended activities in order to perform activities which are not routinely a part of SRP patrol. Such deviations are the exception, and should not exceed reasonableness, either in frequency or duration.

ON-SITE MONITORING

The Office of Highway Safety Planning (OHSP), a division of the Michigan Department of State Police, conducts on-site monitoring of randomly selected counties participating in the SRP program. Monitoring usually consists of a one-day visit to the sheriff and county financial officer where an OHSP employee examines documentation and discusses the program with the sheriff, SRP coordinator, or other designated representative.

In general, OHSP examines documentation such as SRP officer reports of daily activities ("dailies"), duty rosters, schedules, time sheets, payroll ledgers, and documents used to establish and support Maintenance of Effort (MOE). Specifically, OHSP reconciles quarterly expenditure reports to payroll ledgers and the general ledger; reviews the annual county budget and the SRP monthly budget reports; and reviews documentation involving fringe benefits if needed.

It is important that financial and program information be as accurate as possible. Such information is reflected in the SRP Annual Report which is presented to the legislature. Equally important is showing a true picture of program costs and results.

OHSP seeks answers to several questions:

1. What percentage of traffic patrol activity took place on secondary roads? Do officer daily reports support this percentage?
2. What other activities was the officer doing while on patrol as an SRP officer?
3. Are the reported expenditures SRP program related?

RECOMMENDED ACTIVITIES

The primary purpose of the SRP deputy is to patrol the county's secondary roads and perform activities which help reduce the threat of injury caused by traffic crashes on secondary roads. It may be necessary to cross or travel primary roads and state trunk line highways (I-, US- and M- routes), but the focus of the SRP deputy should clearly be secondary roads. These recommended activities are not intended to decrease the statutory or common law powers and duties of the SRP deputy. They are intended to give direction to SRP deputies. These recommended activities, with the exception of #3, may also be performed on primary, local, and state trunk line highways within a city or village if the legislative body of the city or village has adopted a resolution requesting such services. This resolution must be on file at the sheriff's office before local service may be provided.

Recommended activities supported by the SRP program include:

1. **PATROLLING** secondary roads
2. **INVESTIGATING AND REPORTING TRAFFIC CRASHES** on secondary roads
3. **TAKING APPROPRIATE ACTION AGAINST VIOLATORS OF CRIMINAL LAWS** when such violations are observed by the SRP deputy or brought to the attention of the sheriff's office while the SRP deputy is patrolling secondary roads
4. **ISSUING VERBAL WARNINGS AND WRITTEN CITATIONS** to motorists on secondary roads for violations of the Michigan Vehicle Code
5. **MARKING AND REPORTING ABANDONED VEHICLES** on secondary roads as they are discovered or brought to the deputy's attention while on patrol. Assigning an SRP deputy to an entire shift of "tagging" abandoned vehicles is not permitted.
6. **PROVIDING EMERGENCY ASSISTANCE** on secondary roads
7. **PROVIDING TRAFFIC SAFETY INFORMATION AND EDUCATION PROGRAMS**

PROHIBITED ACTIVITIES

Ask yourself, "Is it reasonable to believe this activity enhances my county's patrol efforts on secondary roads? Is it more appropriate that someone else perform this activity?" "Does P.A. 416 say I can perform this activity?" Prohibited activities include, but are not limited to:

1. **TRANSPORTING PRISONERS**
2. **PERFORMING DESK DUTY** - The SRP deputy is expected to be on patrol, not "riding desk" and answering phone calls at the station.
3. **SERVING DOCUMENTS** such as subpoenas, court documents, etc.
4. **SERVING AS COURT OFFICER** during court proceedings

FOR MORE INFORMATION

Questions regarding SRP activities or this document may be addressed to Sheriff Dale Gribler, Van Buren County (MSA 416 Subcommittee) at 269-657-2006, or the Office of Highway Safety Planning at 517-284-3091.