



**Maryland-National Capital Park Police
Prince George's County Division**



DIVISION DIRECTIVE

TITLE ELECTRONIC TRAFFIC INFORMATION EXCHANGE (E-TIX)		PROCEDURE NUMBER PG304.1	
SECTION Duties and Responsibilities	DISTRIBUTION A	EFFECTIVE DATE 09/01/19	REVIEW DATE 05/01/21
REPLACES PG304.1 " Electronic Traffic Information Exchange (E-Tix)," issued 07/01/17			
RELATED DIRECTIVES PG300.0, 306.0, 404.0, 900.0, 1500.0	REFERENCES CALEA 1	AUTHORITY <i>S.R. Johnson</i> Chief Stanley R. Johnson	

I. PURPOSE

The purpose of this directive is to establish policy regarding the use of the E-Tix software and hardware.

II. POLICY

- A. E-Tix software, within the Delta+ system, was developed the Maryland State Police and is provided to allied agencies to be used as a method to issue Maryland Uniform Complaint and Citations. The software may also be used to issue and print warnings, S.E.R.O. and accident exchange forms.
- B. Only officers who have attended an approved Maryland State Police training program are authorized to use E-Tix.
- C. The software is installed on Mobile Date Computers for all officers who have been trained to use the software. No one is permitted to alter, remove, or modify the software.
- D. Officers will utilize the software consistent with the training provided by the Maryland State Police.
- E. The hardware used in conjunction with the E-Tix software consists of an integrated optical scanner and printer.

**E-TIX
PG304.1**

- F. The hardware may not be disassembled or altered in any way.
- G. The paper used with these units meets strict specifications set by the District Court of Maryland. Therefore, only thermal paper issued the department will be used.

III. DEFINITIONS

- A. Traffic stop”-Includes any instance when a law enforcement officer stops the driver of a motor vehicle and detains the driver for any period of time for a violation of the Maryland Vehicle Law of the Transportation Article. Traffic stop does not include:
 - (1) A checkpoint or roadblock stop;
 - (2) A stop of multiple vehicles due to a traffic accident or emergency situation requiring the stopping of vehicles for public safety purposes; or
 - (3) A stop based on the use of radar, laser, or vascar technology.
 - (4) A stop initiated as a result of an observed violation of any criminal laws under the Criminal Law Article of the Maryland Code.
 - (5) A stop based on reasonable articulable suspicion or knowledge of criminal activity under the Criminal Law Article of the Maryland Code. (Such information may originate with another officer or by independent investigation).
- B. “Reasonable articulable suspicion”- Actions taken by the officer must be reasonable under the existing circumstances and must be based on the officer’s knowledge at the time. Officers must be able to point to and describe the specific factors that raised suspicions and led him or her to take action in connection with the traffic stop.

IV. GUIDING PRINCIPLES

- A. Law enforcement officers have a duty and authority to investigate suspicious activities that may be associated with the violation of criminal and motor vehicle laws. This duty does not include pursuing hunches or stereotyping but is limited to reasonable articulable factors which would likely lead *any* knowledgeable, reasonable officer to the same conclusion, i.e., that a violation is occurring or has occurred.

**E-TIX
PG304.1**

- B. Any consideration, to *any* degree, of a person's race, ethnicity, age, or gender in law enforcement actions, including traffic stops, is prohibited. The *only* exception to this standard would occur if one or more characteristics were part of a *specific lookout for a specific suspect, as part of an on-going, detailed investigation*. This lookout exception applies to passengers as well as drivers.
- C. The recording and evaluating of statistical data is a management tool to be used, where appropriate, as a basis for counseling and training, and if deemed necessary, further administrative inquiry.

V. OFFICER'S RESPONSIBILITIES

Each time a sworn member makes a traffic stop, that officer shall ensure that the required race-based traffic stop information is completed. If the traffic stop was completed through the Maryland State Police Delta Plus/E-Tix system, no further action is required, as Delta Plus captures the information. For all other traffic stops that are not completed through Delta Plus, the officer must enter the information into Delta Plus via the "Paper Traffic Stop" button to include all of the following information:

- (1) The date, time, and specific location of the stop;
- (2) The approximate duration of the stop.
- (3) The specific traffic violation or violations alleged to have been committed that led to the stop;
- (4) Whether a search was conducted as a result of the stop, and, if so, whether the search was consensual or non-consensual, and whether the search was one of the individual's person, property or both;
- (5) Whether any contraband or other property was seized as a result of the search;
- (6) Whether a warning, safety equipment repair order ("SERO"), or citation was issued as a result of the stop, and, if so, the basis for such being given;
- (7) Whether an arrest was made as a result of either the stop or the search;
- (8) If an arrest was made, the crime charged;
- (9) The state in which the stopped vehicle is registered;
- (10) The gender and date of birth of the driver;
- (11) The race or ethnicity of the driver as:

- (a) Asian;
- (b) Black;
- (c) Hispanic;
- (d) White; or
- (e) Other

(In order to avoid an already tense and potentially inflammatory situation, officers should not inquire as to the driver's ethnicity, but rather should use his or her own personal judgment in assessing race and ethnicity, or other appropriate ID such as a driver's license or passport.)

- (12) The state, and, if available on the driver's license, the county of residence of the driver.

VI. MANAGEMENT RESPONSIBILITIES

- A. The data collected by officers as described in Section V above for the calendar year shall be submitted to the Maryland Justice Analysis Center no later than March 1 of the following calendar year.
- B. Police management (Lieutenants and above) shall review and evaluate traffic stop data described in Section V above regularly for patterns of prohibited activity.
- C. Police Management shall further provide annual training in addition to roll call training to enhance an officer's ability to articulate and document their actions concerning traffic stops. Such training shall be conducted in the form of in-service programs. Training should stress the importance of communication, particularly active listening and non-verbal cues. Further such training should include a review of the U.S. Constitution and relevant case law affecting police-citizen contacts.

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