



MYRTLE BEACH POLICE DEPARTMENT

GENERAL ORDER

Subject: *Funeral Escorts*

Number: *807-C*

Effective Date: *June 15, 2001*

Revised Date: *08/19/10*

Rescinds: *Funeral Escorts - 807*
Funeral Escorts – 807-A
Funeral Escorts – 807-B

Dated: *06-15-01*
03-06-06
04-12-07

Approved By:

PURPOSE

The purpose of this General Order is to establish guidelines for funeral escort services within the City of Myrtle Beach corporate limits when so requested. Certain exceptions apply, and the below-listed guidelines will assist the employees in the coordination, planning, scheduling and implementation of the escort services.

GENERAL ORDER

1. Funeral homes will be required to notify the Special Events Coordinator for the City of Myrtle Beach Police Department (918-1808) a minimum of 48 hours prior to the escort time and date. The request will include the time, date, location of the service, and location of the burial. This information is required to be sent via fax to the Special Events Coordinator at 918-1833 or via e-mail to specevents@cityofmyrtlebeach.com. All requests must be made a minimum of 48 hours before the escort.

- Exceptions: Requests for services on Sundays or Mondays must be received no later than 9:00 a.m. on the Friday preceding the escort date. Requests for Tuesday services must be received no later than 9:00 a.m. on the Monday preceding the escort date.

2. If a funeral escort originates outside the city limits and enters the city, or originates inside the city limits and travels outside the city limits, it will be the responsibility of the funeral home to contact the law enforcement agency with

jurisdiction outside the city limits along the path of escort route to assume responsibility for the escort once the procession leaves the city limits. The Myrtle Beach Police Department Special Events Coordinator will coordinate with outside agencies once that information is provided to the Police Department from the funeral home handling the services.

3. The Special Events Coordinator for the Police Department (or a member of the Administrative Division in his/her absence) will establish the route of the procession and the number of officers and vehicles needed to provide this service within the guidelines. The Special Events Coordinator will also complete the assignment schedule and establish the briefing time, date and location and arrange to contact the officers assigned to the escort. The Special Events Coordinator will designate a supervisor assigned to the procession as the procession supervisor.

4. The Special Events Coordinator will maintain and report annual statistics on funeral escorts to include the number of escort requests, off-duty hours expended, on-duty hours expended, and any other pertinent statistical facts for planning and review.

5. The use of on-duty personnel is approved provided that adequate personnel are available to address the service demands for the time period, to include but not limited to: patrol coverage, traffic enforcement, calls for service demands, school crossing, etc.

6. Police officers assigned to provide services for a funeral procession will meet thirty (30) minutes prior to their scheduled assignment for briefing and will be on their assigned post fifteen (15) minutes prior to the beginning of the procession. The standard police, duty uniform with the traffic safety vest is required. The safety of the public at these controlled intersections is paramount, and the officer's attention will be on his/her assignment of stopping and/or controlling traffic at the signalized or signed intersection to allow for the safe passage of the funeral procession.

7. Once the funeral procession has completely cleared the intersection, officers working that particular post are cleared to return to normal duty assignment. Mobile posts are cleared once the procession has reached its final destination.

8. The Police Department will only provide escorts for funeral processions from the location of the service (funeral home or church) to the burial site (if within the city limits) or to the city limits (if the burial takes place outside the city). All privately owned and funeral home vehicles in the procession will be encouraged to activate their headlights for safety. Police vehicles leading and trailing the procession will utilize their headlights only. Blue lights, flashers and sirens are not to be used. Police officers at fixed locations at intersections may utilize blue lights, headlights and flashers to gain the attention of the motorists, but the actual control of the traffic movement at the intersection is the responsibility of the police officer.

9. If the procession comes to an intersection controlled by a sign or signal not under the control of a police officer due to an assignment error or other problem, the procession will be stopped until that intersection can be fully under the control of a police officer.

10. The procession will travel in the far right traffic lane at or below the posted speed limit at all times unless roadway construction or other problems are encountered. At that point, the lead police car will establish the safest traffic lane to operate the procession in.

11. During peak times of the year, personnel may not be available to staff a funeral procession. The Department will be unable to provide these services during the Harley-Davidson Spring Rally, Memorial Day-Atlantic Beach Bike Fest, Fourth of July Holiday event, and during any unexpected event that would require full mobilization of police personnel.

12. All state and local traffic laws as well as the City and Department policies that regulate emergency and non-emergency vehicle operations will be followed. The officer assigned to the lead car and designated as the event supervisor has the responsibility for altering the procession route or set-up (within the guidelines established) and/or canceling or delaying the procession if safety factors dictate such a decision.