



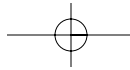
**Commercial Vehicle  
Safety Alliance**



# Law Enforcement Escort

## Best Practices Guidelines



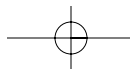


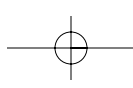
**These guidelines are based on the current practices and best practices recommendations of law enforcement escorts in an effort to standardize the safe movement of permitted oversize/overweight loads on North American roads. They do NOT supercede any departmental or jurisdiction-specific regulations.**

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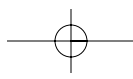
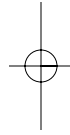
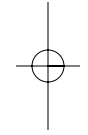
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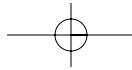


# **Law Enforcement Escort**

## Best Practices Guidelines







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## Best Practices Guidelines

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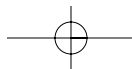
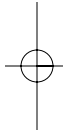
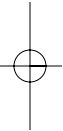
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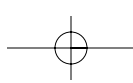
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## PART ONE

# Best Practices Guidelines

## INTRODUCTION

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These best practices guidelines have been compiled in response to National Transportation Safety Board's (NTSB's) Safety Recommendations H-01-32, -33, and -36. Although the States, through their permitting process, have some requirements for oversize/overweight movements, no nationwide guidance is available for how law enforcement escorts should support these movements.

There are potentially four major stakeholders in the safe movement of oversize/overweight loads after a permit has been issued:

1. Carrier
2. CMV Driver
3. Pilot Car Escort
4. Law Enforcement Escort

The safe movement of permitted oversize/overweight loads requires coordinated efforts of all stakeholders. This document contains recommendations for law enforcement escorts. It is recommended that these guidelines be coordinated with the Pilot Car Escort Best Practices Guidelines, when taken together, provide the overall guidance for the safe movement of permitted oversize/overweight loads. These guidelines have been developed using the following sources:

1. Current practices of law enforcement escorts
2. Best practices recommendations of law enforcement escorts
3. Comparative analyses of state regulations
4. Post-crash accident investigation recommendations from NTSB.

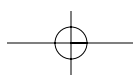
## BACKGROUND

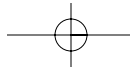
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On January 2, 2000, in Glendale, California, a tractor-combination vehicle was transporting an oil refinery condenser unit. The vehicle missed a turn in its planned route, traversed a highway-railroad grade crossing, turned around, and was attempting to retrace the crossing when it became lodged on the railroad tracks. About 90 seconds later, northbound Metrolink Commuter Train 901 collided with the semitrailer. There were minor injuries and damages estimated to be over two million dollars.

NTSB determined that the probable cause of this accident was (1) inadequate preparation and route planning for the movement; (2) poor coordination of the movement among the truck driver, pilot car drivers, police escorts, and permitting authorities; (3) a lack of recognition of the potential hazard caused by the accident vehicle at the grade crossing; and (4) the fatigue of the tractor-trailer driver and pilot car escorts.

The accident and the movements that preceded the accident demonstrate how fragmented the permitting and route planning process can be and how poor communication among the participants can lead to catastrophe. Although the States, through their permitting process, have some requirements for oversize/overweight movement,





and permitting guidance is available through the American Association of State Highway and Transportation Officials (AASHTO), no overall guidance is available concerning how this type of movement should be made. Therefore, as recommended by NTSB, these best practices guidelines have been developed to assist escort vehicles in the safe movement of permitted oversize/overweight loads.

## DEFINITIONS

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These best practices guidelines have been developed to assist law enforcement escorts in the safe movement of permitted oversize/overweight loads. The following definitions are used throughout these guidelines:

**A superload** is any load that requires special approval by one or more state permit offices because of dimension or weight. Maximum dimensions and weights under permit are to be determined by each state.

**Special permit** refers to a written authorization to move or operate on a highway a vehicle or combination of vehicles with or without a load of size and/or weight exceeding the limits prescribed for vehicles in regular operation.

**Law enforcement escort** refers to a government vehicle used for the express purpose as an escort vehicle for extra-legal vehicles.

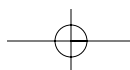
**Extra-legal vehicle** refers a motor vehicle, laden or unladen which exceeds legal dimensions and/or weights and operates on highways by permit.

**Pilot car escort** refers to a civilian vehicle used for the express purpose as an escort vehicle for extra-legal vehicles.

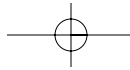
**Regular operation** refers to the movement over highways of motor vehicles with dimensions and weights specified by state codes.

**Coordinating officer** refers to the designated official who reviews all permits and makes law enforcement escort assignments.

**Jurisdiction** refers to all governmental regulatory bodies, including federal, state, city, county, municipality, etc.







## PART TWO

# Law Enforcement Escorts

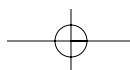
## OVERVIEW

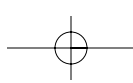
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The NTSB report found that State requirements for law enforcement escort rules vary widely and that there are little or no formal guidelines on the roles and responsibilities of law enforcement escorts in the safe movement of permitted oversize/overweight loads. The NTSB report recommended that uniform guidelines address the issue of when pilot car escorts and law enforcement escorts are required. It is our recommendation that a standard be created to determine when law enforcement escorts are required and how many law enforcement escorts are needed for varying loads.

The following table summarizes the best practices guidelines for law enforcement escorts involved in the safe movement of permitted oversize/overweight loads. The summary table is then followed by details of each task and checklists.

It is recommended that individual States determine how these best practices guidelines for law enforcement escorts be implemented. It is noted that some states (e.g., Oklahoma) currently do not provide law enforcement escorts. Other states (e.g., Florida) provide law enforcement escorts primarily for traffic safety concerns. Yet in other states (e.g., Vermont) law enforcement escorts are there for safety concerns and to ensure compliance with the permit that has been issued. Finally, there are states (e.g., California) where law enforcement escorts are there to assist with every detail of the movement, including issues surrounding the permit, traffic safety, and the superload itself.





## Law Enforcement Escorts: Best Practices Guidelines

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### 1. Prepare for the escort.

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- A. Obtain a copy of all permits.
- B. Verify the load is the size and weight stated in the permit.
- C. Review the route plan and ensure copies are distributed to all participants.
- D. Determine the number of law enforcement escorts needed based on the permit and jurisdictional requirements.
- E. Ensure a list of telephone contacts has been compiled (i.e., power companies, utility companies, railroad companies, tow truck companies etc.) to accompany the escort and is distributed to all participants.
- F. Ensure a list of contact phone numbers for municipalities along the route has been compiled to call when appropriate and is distributed to all participants.
- G. Ensure a reliable means of communication is available.
- H. Ensure a plan for enroute assistance is established as called for in the permit.
- I. Ensure a contingency plan has been developed that includes safe stopping places and 24 hour emergency contact numbers.

### 2. Make the initial on-site contact.

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- A. Introduce yourself to everyone involved.
- B. Perform an inspection of the transport vehicle(s) and driver(s).
- C. Check the pilot car driver(s) and escort vehicle(s) for required equipment and certifications.
- D. Review all permits to ensure they are appropriate for the load. Physically measure the load and ensure it matches the permit.
- E. Review the route plan and ensure copies are distributed to all participants.

### 3. Plan enroute communications and vehicle positioning.

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- A. Discuss roles and responsibilities of everyone involved in the movement of this load (including drop-ins, bucket trucks, etc.).
- B. Identify a lead contact for the entire escort.
- C. Coordinate and test all communications equipment.
- D. Identify who will make notifications when necessary.
- E. Discuss where vehicles will be located and when they will be there (including drop-ins, etc.).

**SAFETY CONCERN:** Designate everyone as a Safety Officer to stop the movement of the load immediately if an unsafe condition is found.

**CHANGE IN JURISDICTION:** When there is a change in jurisdiction, repeat Steps 2 and 3 at a safe and appropriate location before the permitted movement continues.

### 4. Safely escort the oversize/overweight movement.

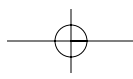
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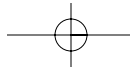
- A. Monitor communications with all other vehicles in the convoy.
- B. Ensure the movement is proceeding lawfully at all times.
- C. Ensure all procedures and special conditions mandated by permit(s) are followed.
- D. Maintain and facilitate traffic control.
- E. Activate contingency plan if necessary, including safe stopping points.
- F. Monitor progress of the movement, paying attention to all time constraints.

### 5. Debrief and depart.

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- A. Review movement with all participants, note areas of improvement, and then report all incidents to the motor carrier, pilot car company and permitting office.





## TASK DETAILS

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This section presents the details for each task in the Best Practices Guidelines for law enforcement escorts involved in the safe movement of permitted oversize/overweight loads.

### Task #1: Prepare for the escort.

#### A. Obtain a copy of all permits.

When law enforcement escorts are preparing to escort an oversize/overweight shipment, they should begin by obtaining a copy of all permits. The permitting agency is responsible for setting the specific requirements for issuing permits. Basically, permits are required when the vehicle exceeds the legal weight limit and/or the vehicle exceeds the legal size limit.

Multiple permits often accompany oversize/overweight movements. The escort requirements vary based on the load and the jurisdiction. Permits issued by the state's Department of Transportation usually do not authorize travel on city streets. Such authority must be obtained from the city/municipality prior to movement of the permitted load.

A consistent set of guidelines should be in place to determine when pilot car escorts and law enforcement escorts are required. It seems reasonable to require law enforcement escorts on two-lane highways if the vehicle and load exceeds 12 feet in width. On multilane highways, law enforcement escorts should be required if the vehicle and load exceeds 14 feet in width.

States should work toward centralized and computerized permit systems, and neighboring states with mutually agreed-upon limits should consider regional permit issuance.

To prepare for the escort, law enforcement officials must receive a copy of all permits relating to that movement. It is recommended that a designated official review all permits and make law enforcement escort assignments. This designated official shall be called the "coordinating officer" for that escort. The coordinating officer may suggest recommendations and special conditions of the permit.

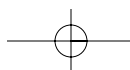
#### B. Verify the load is the size and weight stated in the permit.

The coordinating officer should verify the size and weight of the oversize/overweight load, ensuring that it matches the size and weight stated on the permit. In addition, the ground clearance and wheel base measurements must be verified. When possible, it is recommended this is done when the permit is received by law enforcement personnel, before the day of the escort so measurement disputes may be resolved.

#### MEASURING HEIGHT

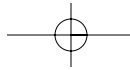
If it seems the height of the vehicle or load is over the permitted limit, the assessment of its height must meet a standard of accuracy. Below is an example of taking the physical measurement of height when there are two officers present:

- Standing away at the side of the vehicle, an enforcement officer identifies the highest point of the vehicle or the load. If the ground is uneven at this point then the officer should ask the driver to move the vehicle.
- The telescopic measuring pole is held against the side or end of the vehicle at the highest point of the vehicle or its load.
- When the second officer confirms that the pole is placed and extended correctly, the officer holding the pole reads the height indicated on the pole.





**0.8 MILE  
AHEAD**



An officer who is working alone can tie the height measuring pole to the tie rail at the side of the trailer. He or she will have to go back and forth checking for the top of the vehicle or load and making the necessary adjustments to the height of the pole.

### MEASURING WIDTH

If it seems the width of the vehicle or load is over the permitted limit, the assessment of its width must meet a standard of accuracy. Any method of assessing width must avoid tape sag as a potential source of error, e.g. by measuring along the ground or along the rail. Two methods for measuring width are described below: the Projection-vehicle-projection method and the Single measure method. The Single measure method is suitable when there is a projection from only one side of the vehicle or where the widest point of projection on each side is at the same distance along the length of the vehicle.

#### Projection-vehicle-projection method

- By line of sight, or by using a plumb bob, measuring pole or tape if necessary, identify the widest point of the vehicle or load.
- If the projection is flat and accessible, e.g. a pallet that extends over the side of the vehicle, hold the tape against the edge of the projection and measure to the side of the vehicle.
- If the widest point is out of easy reach, e.g. a piece of mining equipment high off the ground, hold the telescopic pole against the projection and mark the widest point to the ground. The pole should be held as close as practical to parallel to the side of the vehicle to avoid distortion on a sloping site. Similarly, mark the ground at the side of the vehicle and measure between two points on the ground.
- The widest point and the side of the vehicle can be marked on the ground using a plumb bob if there is no significant slope on the inspection site.
- Measure and record the width of the vehicle itself.
- Measure and record the width of the projection on the other side of the vehicle in the same way as the projection on the first side was measured.
- Add the measured widths of the first projection, the vehicle and the second projection.

#### Single measure method

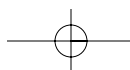
- By line of sight, or by using a plumb bob, measuring pole or tape if necessary, identify the widest point of the vehicle or load.
- Hold a pole or plumb bob against the vehicle at the widest point on one side, parallel to the side of the vehicle, and mark that point on the ground.
- Similarly, mark the widest point on the other side of the vehicle. A line between the two points should be perpendicular to the centerline of the vehicle.
- Measure the distance between the two points using either the telescopic pole or a tape held taut along the ground.

### MEASURING LENGTH

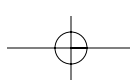
If it seems the length of the vehicle or load is over the permitted limit, the assessment of its length must meet a standard of accuracy. Any method of assessing length must avoid tape sag as a potential source of error, e.g. by measuring along the ground or along the rail. Common methods for measuring length are described below.

#### Wheels aligned in a substantially straight line

- By line of sight, or using a plumb bob or measuring pole if necessary, identify the extreme front point of the vehicle. Mark this point on the ground and extend a straight line from there past the side of the vehicle. As







far as practical, this line should be perpendicular to the centerline of the vehicle.

- Similarly, mark the extreme rear point of the vehicle and extend a line from there to the side of the vehicle.
- Measure the distance between the front and rear lines using a tape held taut along the ground.

#### Vehicle at an angle, extended lines method

- On the ground mark lines to the side of the vehicle at the extreme front and rear of the vehicle. As far as practical, the extreme front line should be perpendicular to the centerline of the prime mover and the extreme rear line should be perpendicular to the centerline of the last component in the combination.
- Measure the distance from the extreme front line to the extreme rear line along the short side of the vehicle. Measure the distance from the extreme front line to the extreme rear line along the long side of the vehicle.
- Add the measured length of the short side and the measured length of the long side then divide the result by two to determine the overall measured length of the combination.

#### MEASURING GROUND CLEARANCE TO DETERMINE MAXIMUM ALLOWABLE GRADE CROSSING

The officer must verify the ground clearance is as stated in the permit. The ground clearance of the transport vehicle must be sufficient to clear the maximum expected railroad grade crossing for the entire route. The maximum expected railroad grade crossings for the entire route must be stated in the route survey.

**CAUTION:** Pay particular attention to all railroad crossings enroute. The danger of the vehicle becoming wedged on any railroad crossing always exists.

#### MEASURING WHEEL BASE TO DETERMINE MINIMUM TURN RADIUS AND MAXIMUM GRADE CROSSING

The officer must measure the wheel base to verify it is as stated in the permit. The wheel base of the vehicle will determine the minimum turn radius and the maximum grade crossing for the route.

#### C. Review the route plan and ensure copies are distributed to all participants.

The coordinating officer should be familiar with the route and have driven it within the last two weeks. The route plan should be analyzed for potential traffic flow issues, bridges, necessary enroute assistance, etc. The route plan should be shared with transportation authorities to ensure road clearances (e.g., construction zones, road closures, etc.). In addition, enough copies of the route plan should be made for all law enforcement escorts.

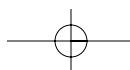
#### D. Determine the number of law enforcement escort vehicles needed based on the permit and jurisdictional requirements.

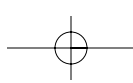
The coordinating officer should make escort assignments for law enforcement escorts and distribute to them copies of the permit, route plan and measurement verifications.

#### E. Ensure a list of contacts has been compiled (i.e., power companies, utility companies, railroad companies, tow truck companies, etc.) to accompany the escort and is distributed to all participants.

States should publish a concise directory driven by the geography of the state. This directory should include at a minimum:

- Local power companies
- Transmission line companies
- Railroad companies
- Cable companies
- Telephone companies
- Municipal Department of Public Works
- Emergency responders (police, hazmat, fire, rescue, EMS, etc.)
- Tow truck companies





This directory should be available to all law enforcement escorts. Law enforcement escorts should identify the contact information relevant to the route before departure.

**F. Ensure a list of contact phone numbers for municipalities along the route has been compiled to call when appropriate and is distributed to all participants.**

As mentioned above, states should publish a concise directory driven by the geography of the state. Using this directory or other resources, pilot car escorts should compile a list of telephone contacts and municipalities along the route.

**G. Ensure a reliable means of communications is available.**

It is the responsibility of all law enforcement escorts to ensure a reliable means of communication exists for the duration of the movement.

**H. Ensure a plan for enroute assistance is established as called for in the permit.**

Enroute assistance may be articulated in the permit. The law enforcement escort should coordinate with the pilot car escort to plan for enroute assistance that is articulated in the permit.

**I. Ensure a contingency plan has been developed that includes safe stopping places and 24 hour emergency contact numbers.**

The contingency plan should address at a minimum:

- Vehicle breakdowns
- Inclement weather
- Illness of team member
- Highway conditions
- Safe stopping spots
- 24-hour contact number for carrier
- Back-up and reserve vehicles and drivers
- Off-route contingency

**Task #2: Make the initial on-site contact.**

**A. Introduce yourself to everyone involved.**

Upon arrival at the dispatch point, law enforcement escorts should introduce him/herself to all others involved with the movement.

**B. Perform an inspection of the transport vehicle(s) and driver(s).**

The law enforcement escort should perform an inspection of the transport vehicle(s) and driver(s). The following are the inspection recommendations to be conducted by certified personnel only:

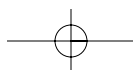
- North American Standard Level I Inspection: optimal
- North American Standard Level II Inspection: when practical
- North American Standard Level III Inspection: at a minimum

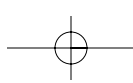
**C. Check the pilot car driver(s) and escort vehicle(s) for required equipment and certifications.**

Pilot car escorts are required to carry specific items of equipment at all times when escorting an oversize/overweight vehicle or load. The law enforcement escort should ensure the drivers of pilot car escort(s) produce the following valid documentation:

- Drivers/Operators license or CDL
- Vehicle insurance
- Vehicle registration
- Pilot car certification (if applicable)

In addition, the law enforcement escort should be aware of symptoms of fatigue demonstrated by pilot car escorts. Consideration must be given to stopping the movement if symptoms of fatigue appear to be a safety concern.





The law enforcement escort should ensure the pilot car escort is equipped with the following:

- Flags
- Mirrors
- Radio
- Fire extinguisher
- Flares or reflectors
- Signs
- Warning lights
- Measuring pole
- Traffic control sign
- Safety clothing
- Flashlight
- Spare tire

The law enforcement escort should also ensure the pilot car escort is not carrying items restricted by jurisdictional statute and that it is not towing a trailer or another vehicle.

**D. Review all permits to ensure they are appropriate for the load. Physically measure the load and ensure it matches the permit.**

Once on-site, the law enforcement escort should again review the permit(s) and ensure it is appropriate for the vehicle and load. The vehicle and load should be physically measured to ensure they match the permit.

**E. Review the route plan and ensure copies are distributed to all participants.**

After ensuring the permit matches the vehicle and load, the law enforcement escort should review the permitted route and the specific route plan. A copy of the route survey should be collected from the pilot car driver. Copies of the route plan should be distributed to all participants.

**Task #3: Plan enroute communications and vehicle positioning.**

**A. Discuss roles and responsibilities of everyone involved in the movement of this load (including drop-ins, bucket trucks, etc.).**

The law enforcement escort should hold a Safety Briefing to discuss routing and special conditions of the permit(s) before the movement begins. The law enforcement escort should discuss roles and responsibilities of everyone involved in the movement. Occasionally, an oversize load may require a law enforcement escort for only part of a trip. For example, additional traffic control officers may be required at a specific intersection or location to assist temporarily. This may necessitate a “pick-up” on the move. If this is necessary, the law enforcement escort will “fall in” at a prearranged point and assist the load until no longer needed. This is done without benefit of a pre-trip meeting or any first-hand knowledge of the load, but still coordinated prior to movement.

**B. Identify a lead contact for the entire escort.**

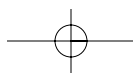
All drivers involved in the oversize/overweight movement must agree on one lead contact person for the duration of the movement. The law enforcement escort should designate the lead contact for the movement. The lead contact is usually the lead pilot car escort.

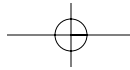
**C. Coordinate and test all communications equipment.**

All communications equipment should be coordinated and tested.

**D. Identify who will make notifications when necessary.**

The pilot car escort is usually designated as the person responsible for making enroute notifications. The pilot car escort should notify all drivers after the notifications have been made. Likewise, the law enforcement escort should ensure all notifications have been made.





**E. Discuss where vehicles will be located and when they will be there (including drop-ins, etc.)**

The permit will mandate the number, type and positioning of escort vehicles. The law enforcement escort should review vehicle positioning. Included in the review should be a discussion of drop-in vehicles and others who might be involved in the movement but are not at the initial dispatch site.

**SAFETY CONCERN:** The law enforcement escort should designate everyone as a Safety Officer to stop the movement of the load immediately if an unsafe condition is found.

**CHANGE IN JURISDICTION:** When there is a change in jurisdiction, repeat Tasks 2 and 3 at a safe and appropriate location before the permitted movement continues.

**Task #4: Safely escort the oversize/overweight movement.**

**A. Monitor communications with all other vehicles in the convoy.**

All drivers are required to maintain radio communication. The lead pilot car escort is responsible for advising the load operator of any condition that may require precautionary action such as reducing speed or pulling off the roadway. Lead pilot car escorts should use the radio to inform other drivers of traffic congestions, overhead clearances, hazards, flat tires, obstructions, pedestrians, and other problems that require advance warning.

Appropriate communication procedures should be followed during all transmissions. Special attention should be given while traveling in mountainous areas. While maintaining radio contact may be difficult, it may be necessary to increase vehicle spacing to allow for adequate braking distance.

**B. Ensure the movement is proceeding lawfully at all times.**

The escort vehicles must apply with all traffic laws in effect during the movement. All pilot car and law enforcement escorts and the load operator should act as a team to ensure the safety of the traveling public. This includes following all safety laws.

**C. Ensure all procedures and special conditions mandated by permit(s) are followed.**

Often there are special conditions set forth in the permit that must be followed to ensure the safe movement of the oversize/overweight load.

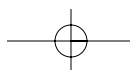
**D. Maintain and facilitate traffic control.**

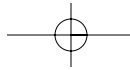
The primary responsibility of the law enforcement escort is to protect the traveling public. In the performance of duties as the operator of an escort vehicle, the pilot car escort is authorized to direct traffic to stop, slow down or proceed in situations where such direction is necessary to allow traffic or the escorted vehicle or load to continue moving safely. When necessary, the law enforcement escort should assist the pilot car escort in maintaining and facilitating traffic control.

**E. Activate contingency plan if necessary, including safe stopping points.**

The law enforcement escort shall require the driver of the oversize/overweight load to stop and move as far off the roadway as practical and allow traffic to pass, under the following conditions:

- When the oversize/overweight load has become disabled;
- When the movement of the escorted load on a particular section presents a safety risk or unreasonable risk to or unreasonably interferes with the efficient movement of other traffic, based upon such factors as width of the load, roadway, volume of traffic, limited visibility or mountainous terrain.





When the escorted vehicle stops, the law enforcement escort shall direct other traffic past the escorted load as necessary until the escorted load can reenter the roadway and continue moving without presenting a safety risk or unreasonably interfering with the efficient movement of other traffic.

**F. Monitor progress of the movement, paying attention to all time constraints.**

Most permits allow movement from sun up to sun down. It is important for law enforcement escorts to:

- Be alert at all times. One of the keys to accident prevention is being aware of what is going on around you. Be observant of others. Drivers do not always pay attention so be attentive to their actions.
- Keep a high profile. Always wear your safety clothing when working traffic. Stand where you are highly visible and can be seen from the greatest distance.
- Hope for the best but expect the worst. Whether driving or flagging, always have an escape route in mind. Be aware of the traffic around you at all times.

**Task #5: Debrief and depart.**

**A. Review movement with all participants, note areas of improvement, and then report all incidents to the motor carrier, pilot car company and permitting office.**

After the trip is completed, the law enforcement escort should complete a post-inspection report that documents the entire movement. It should communicate areas of improvement and all incidents to all stakeholders, including the law enforcement officials, motor carrier, pilot car company and permitting office. This document should be a four part form with carbon copies that are distributed to each stakeholder.

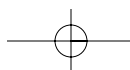
The law enforcement escort should ensure the pilot car escort does the following:

- Remove all flagging;
- Turn off all exterior flashing lights, amber lights; and,
- Remove or cover the “OVERSIZE LOAD” sign.

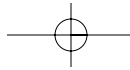
## Summary

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It is our recommendation that these best practices guidelines be followed by all jurisdictions involved in the movement of oversize/overweight loads. Further, it is recommended that these best practices guidelines be presented to law enforcement escorts in a structured manner, such as a shift briefing topic or staff development presentation. This will allow for discussions on the roles and responsibilities of all stakeholders involved in the movement, including the law enforcement escorts, pilot car escorts, carriers and CMV drivers.







# Escort Checklist

## Law Enforcement Escort: Best Practices Guidelines



### 1. Prepare for the escort.

- A. Obtain a copy of all permits.
- B. Verify the load is the size and weight stated in the permit.
- C. Review the route plan and ensure copies are distributed to all participants.
- D. Determine the number of law enforcement escorts needed based on the permit and jurisdictional requirements.
- E. Ensure a list of telephone contacts has been compiled (i.e., power companies, utility companies, railroad companies, tow truck companies, etc.) to accompany the escort and is distributed to all participants.
- F. Ensure a list of contact phone numbers for municipalities along the route has been compiled to call when appropriate and is distributed to all participants.
- G. Ensure a reliable means of communications is available.
- H. Ensure a plan for enroute assistance is established as called for in the permit.
- I. Ensure a contingency plan has been developed that includes safe stopping places and 24 hour emergency contact numbers.

### 2. Make the initial on-site contact.

- A. Introduce yourself to everyone involved.
- B. Perform an inspection of the transport vehicle(s) and driver(s).
- C. Check the pilot car driver(s) and escort vehicle(s) for required equipment and certifications.
- D. Review all permits to ensure they are appropriate for the load. Physically measure the load and ensure it matches the permit.
- E. Review the route plan and ensure copies are distributed to all participants.

### 3. Plan enroute communications and vehicle positioning.

- A. Discuss roles and responsibilities of everyone involved in the movement of this load (including drop-ins, bucket trucks, etc.).
- B. Identify a lead contact for the entire escort.
- C. Coordinate and test all communications equipment.
- D. Identify who will make notifications when necessary.
- E. Discuss where vehicles will be located and when they will be there (including drop-ins, etc.).

**SAFETY CONCERN:** Designate everyone as a Safety Officer to stop the movement of the load immediately if an unsafe condition is found.

**CHANGE IN JURISDICTION:** When there is a change in jurisdiction, repeat Steps 2 and 3 at a safe and appropriate location before the permitted movement continues.

### 4. Safely escort the oversize/overweight movement.

- A. Monitor communications with all other vehicles in the convoy.
- B. Ensure the movement is proceeding lawfully at all times.
- C. Ensure all procedures and special conditions mandated by permit(s) are followed.
- D. Maintain and facilitate traffic control.
- E. Activate contingency plan if necessary, including safe stopping points.
- F. Monitor progress of the movement, paying attention to all time constraints.

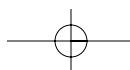
### 5. Debrief and depart.

- A. Review movement with all participants, note areas of improvement, and then report all incidents to the motor carrier, pilot car company and permitting office.

*For more information about the Commercial Vehicle Safety Alliance, write, call, fax, or e-mail to:*

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Best Practices Guidelines  
October 2004  
FHWA-HOP-04-027  
EDL 13996