

IDAHO STATE POLICE PROCEDURE

07.01 COMMERCIAL VEHICLE SAFETY

I. GENERAL

Commercial Vehicle Safety (CVS) is a unit within the Idaho State Police (ISP) dedicated to improving commercial vehicle safety on Idaho highways. CVS is funded by a number of sources, including a federal grant through the Federal Motor Carrier Safety Administration (FMCSA). Specialists in the CVS unit include Specialists assigned to the HazMat (HM) program. CVS and HazMat Specialists are located throughout the state with command and support staff located at ISP Headquarters.

II. REQUIREMENTS FOR ASSIGNMENT

- A. Enforcement positions in CVS are classified as Specialist positions. Troopers/Specialists may apply for available CVS/HM openings.
- B. The minimum requirements for applicants are:
 - 1. permanent status as an ISP employee;
 - 2. minimum of 3 years experience with ISP after successful completion of the probationary period;
 - 3. "Valuable Contributor" or higher rating; and
 - 4. favorable recommendation by the applicant's district command staff.
- C. Certification and training can take up to 2 years to complete. After promotion or assignment, the Trooper/Specialist must successfully complete all assigned and required training. A complete list of required training can be obtained from the CVS Lieutenant.
- D. A commitment of up to 3 years may be required.
- E. A written contract may be required if CVS pays for moving expenses following a promotion into the program.
- F. CVS/HM Specialists are assigned 4, 10-hour shifts, either Monday through Thursday or Tuesday through Friday, and are subject to call out at anytime.
- G. CVS/HM Specialists must be available for weekend duties and for special assignments.

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III. ASSIGNMENT

- A. CVS/HM Specialists are Troopers whose duties include but are not limited to:
1. completing quality inspections of vehicles and drivers in accordance with Commercial Vehicle Safety Alliance (CVSA) standards;
 2. ensuring inspections are completed in locations that provide safety for the inspector, driver, and motoring public;
 3. inspecting radiological shipments;
 4. providing technical expertise to ISP and other agencies at commercial vehicle crashes or incidents;
 5. providing specialized commercial vehicle training to local, state, and federal motor carrier representatives;
 6. fulfilling duties within the Incident Command System as necessary, pursuant to ISP procedure [06.07 Critical Incident Management](#);
 7. special assignments requiring shift changes and regular workday changes;
 8. assisting patrol;
 9. performing commercial vehicle carrier compliance reviews and safety audits;
 10. fulfilling all training and inspection requirements to gain and maintain all necessary certifications;
 11. responding to hazardous materials incidents in the absence of the HM Specialists; and
 12. acting as a Local Emergency Response Authority when applicable or requested.
- A. The HM Specialist is an additional CVS assignment and requires the ability to wear a respirator and chemical protective clothing while performing hazard mitigation duties in a variety of hazard environments.
- B. Specialists filling this assignment are responsible to maintain a level of physical fitness to safely meet these physical demands.
- C. HM Specialists are Troopers whose duties include all of the above listed CVS duties, as well as the following:
1. conducting commercial vehicle inspections with a focus on hazardous materials and waste transportation to ensure compliance with applicable state, federal and international regulations;
 2. interpreting state and federal regulations to provide specialized technical guidance to public and private entities;
 3. investigating hazardous material, weapons of mass destruction (WMD) and environmental crimes incidents;
 4. initiating protective actions at an HM/WMD incident to mitigate harm to people, the environment and property;
 5. performing HM Technician level activities such as Science Officer, environmental monitoring, hazard categorization of unknown materials, and decontamination in HM environments, in accordance with Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), and National Fire Protection Association (NFPA) standards;

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6. function as State On-Scene Coordinator or as Liaison Officer between ISP and outside agencies;
7. complete adequate equipment inspections to ensure all safety regulations are met and provide written verification;
8. provide HM and WMD response training to emergency response agencies; and
9. perform additional tasks as assigned.

IV. TRAINING

- A. Training for CVS/HM Specialists is a continual process due to changes in the federal regulations governing commercial vehicles and hazardous materials transportation.
- B. CVS/HM Specialists attend ISP patrol in-service training.
- C. CVS provides additional annual training:
 1. to become a fully certified CVS Specialist, which takes approximately 18 months;
 2. to become a fully certified HM Specialist, which takes approximately 30 months and includes successfully completing OSHA required HM Specialist level training and personal protective equipment training.

V. UNIFORMS AND EQUIPMENT

- A. The normal duty uniform for CVS/ HM Specialists is the BDU:
 1. the appropriate CVSA certification patch is worn above the right shirt pocket;
 2. the class A uniform is worn on all other occasions.
- B. CVS/HM Specialists are issued a variety of specialized tools and equipment ([EHF 07 01-01 CVS/HM Equipment List](#)) unique to their assignment.
- C. Each CVS/HM Specialist maintains all issued equipment in good working order.
- D. CVS Supervisors ensure inventory lists are accurate and current for each specialist.
- E. Inventories are checked on a semi-annual basis.
- F. Troopers/Specialists transferring between programs, i.e., CVS to Investigations, or any other program change, may require the Trooper to turn in their assigned weapons and other items as determined by the work unit, due to program funding and budgetary considerations.
- G. The transfer is achieved and recorded on the [EHF 03 04-02 Employee Entrance/Exit/Transfer Checklist](#) form and the [Property Transfer Form](#).

VI. Load Inspections

- A. The ISP CVS program enforces [Idaho Code Title 49](#) of the Federal Code of Regulations, and the CVSA Out-of-Service Criteria.

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- B. CVS follows the CVSA inspection procedures set forth in the North American Standardized training.
- C. Part of the commercial vehicle safety inspection process is to verify load securement, cargo blocking and bracing, and hazardous materials packaging when applicable.
- D. When opening vehicles for load inspections, CVS/HM Specialists should, if possible, have their video camera on and focused so it is viewing the cargo area as the door is opened.

VII. Seals

- A. Many loads are secured with some type of metal, plastic or other security seal.
- B. When a CVS/HM Specialist opens a sealed load, the Specialist must;
 - 1. complete the handwritten seal replacement form; or
 - 2. document the seal removal on the inspection report and the reason for removal in the notes; and
 - 3. place the broken seal and a copy of the seal form immediately inside the rear door of the trailer if using the handwritten inspection form; or
 - 4. place the broken seal and the inspection notes page immediately inside the trailer and give the driver an additional copy of the inspection report.

All CVS/HM Specialists carry a supply of seals and seal replacement forms in their vehicles. If no replacement seal/seal replacement form is available, the carrier's seal should not be broken.

VII. Locks/Bolt Cutters

- A. This section applies to inspections of regulated commercial vehicles, not to vehicle searches conducted by Troopers who have developed probable cause of criminal activity.
- B. Many cargo vehicles are secured with a padlock or specialty bolt-type numbered seal. CVS/HM Specialists are issued bolt cutters for use if necessary to open enclosed cargo vehicles when conducting safety inspections of regulated commercial vehicles.
- C. Bolt cutters are only used to cut locks/specialty seals as a last resort. If a driver refuses to unlock a cargo door as requested, the following procedure should be followed:
 - 1. The CVS/HM Specialist shall contact the carrier, explain the requirement for opening the cargo vehicle, and request that the carrier order the driver to unlock the door:
 - 2. the carrier official's name and title shall be recorded in the notes section of the inspection form;
 - 3. should the carrier and driver both refuse to unlock the door for inspection, the CVS/HM Specialist must contact a CVS supervisor before cutting the lock;

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4. if a CVS supervisor cannot be contacted, the CVS/HM Specialist may not cut the lock or seal;
5. the CVS/HM Specialist shall complete the inspection, let the vehicle proceed, and write a request for follow up by FMCSA.

IX. Arrests/Transports

- A. CVS/HM Specialists will attend training in the use of belly chain restraints. Upon completion of training, CVS/HM Specialists may transport non-combative, non-felon arrestees in their vehicles. Transportation of DUI arrestees will be conducted at the discretion of the arresting Trooper.
- B. Arrests will follow procedure outlined in [07.11 Patrol Operations](#) with the substitution of belly chains for handcuffs to secure the subject taken into custody.
- C. In situations where the arresting CVS/HM Specialist is not able to physically monitor the subject taken into custody, the CVS/HM Specialist will:
 1. further secure the subject with hobbles attached to the belly chains and a secure anchor point on the floorboard (such as a seat bracket); and
 - release the subject from the anchor point prior to transport.
 - a. CVS/HM Specialists may assist with multiple arrests conducted by patrol.

X. Removal from CVS Duty

- A. CVS/HM Specialists may request in writing to be removed from the CVS specialty:
 1. removal is made at the discretion of the Operations Major with the concurrence of the Deputy Director;
 2. Specialists may be expected to serve a minimum time in CVS operations before they are allowed to leave the program;
 3. the Operations Major may require a designated medical opinion to substantiate a claim that the request for removal is for medical reasons.
- B. The Operations Major may remove troopers from the CVS specialty:
 1. CVS/HM Specialists removed from CVS assignments may appeal the removal pursuant to ISP procedures [03.10 Problem Solving](#), and [03.13 Progressive Discipline and Disciplinary Due Process](#).
 2. The Operations Major may temporarily reassign an officer for training due to substandard performance.