



HARFORD COUNTY SHERIFF'S OFFICE ADMINISTRATIVE POLICY

Jeffrey R. Gahler,
Sheriff

Preventable Crash Management

Distribution:	All Personnel		Policy Number:	ADM 0605	
Responsible Unit:	Traffic Unit		Rescinds:		
Original Issued Date:	10/01/16	Revision #:	2	Latest Revision Date:	12/19/25
Required 3-year Review Was Completed:	01/08/25	Next Review Due:			02/28/28

1. Purpose

To establish procedures that will be followed whenever a Harford County Sheriff's Office (HCSO) employee is involved in a preventable vehicle crash.

2. Policy

The HCSO has established procedures aligned with the [Statewide Police Disciplinary Matrix \(PER 0216\)](#) for law enforcement deputies and Penalty Assessment Matrix (PER 0207) for non-law enforcement agency members involved in preventable vehicle crashes when discipline action is imposed.

3. Definitions

CRASH REVIEW COMMITTEE: group of individuals responsible for reviewing HCSO involved vehicle crashes to determine trends, recommend the need for training, and/or policy change.

PREVENTABLE COLLISION: according to The U.S. Department of Transportation Federal Motor Carrier Safety Administration, a Preventable Accident is defined as one which occurs because the driver fails to act in a reasonably expected manner to prevent it. In judging whether the driver's actions were reasonable, one seeks to determine whether the driver drove defensively and demonstrated an acceptable level of skill and knowledge.

4. Procedures

A. Background

1. This policy applies to all HCSO deputies and members of the Sheriff's Office as these drivers accumulate higher total miles than many other County drivers while driving in adverse conditions.
2. The chain of command must thoroughly evaluate the employee's driving record to determine prior preventable crashes before determining the appropriate course of action.

B. Preventable Crashes

1. When discipline is imposed for a preventable crash involving a law enforcement deputy, the Chief Deputy will refer to the Penalty Assessment Matrix Law Enforcement Deputies (PER-0216) as a guide to determine the appropriate discipline.

2. When discipline is imposed for a preventable crash involving a non-law enforcement agency member, the Chief Deputy will refer to the Penalty Assessment Matrix (PER-0207) as a guide to determine the appropriate discipline.

C. Extra-Duty Overtime

1. A deputy will be permitted to work approved extra-duty overtime during a period of off-duty use suspension with the approval of the Chief Deputy if his privilege to drive for any purpose is not also suspended.

D. Agency Vehicle Crash Assessments

1. Agency Vehicle Crash Assessments will be completed in the Records Management System and reviewed by the respective Bureau Chief and the Chief Deputy.
2. The Chief Deputy's decision on the determination of the corrective action will be final.

5. Summary of Changes

A. On 08/16/24 a review of this policy was conducted, and the following changes were made:

1. Removed reference to non-disciplinary administrative procedures for preventable crashes and replaced with procedures aligned with the [Statewide Police Disciplinary Matrix \(PER 0216\)](#) for employees involved in preventable vehicle crashes;
2. Added: The respective chain of command will determine preventability and appropriate course of action;
3. Added: The respective chain of command will refer to the Departmental Collisions section of the [Statewide Police Disciplinary Matrix \(PER 0216\)](#) to determine discipline.
 - a. Category 1 Departmental Collisions should be utilized when damage is less than \$10,000.
 - b. Category 2 Departmental Collisions should be utilized when damage is greater than \$10,000; and

B. Agency Vehicle Crash Assessments will be completed in the Records Management System and reviewed by the respective Bureau Chief and the Chief Deputy.

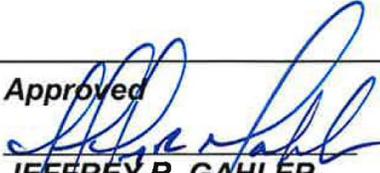
C. On 01/08/25 a 3-year review was conducted, and no changes were made.

D. On 12/19/25 the following edits and additions were made: under Section 4.B. Procedures:

1. Under Section 2. Policy, revised text as follows: "The HCSO has established procedures aligned with the [Statewide Police Disciplinary Matrix \(PER 0216\)](#) for law enforcement deputies and Penalty Assessment Matrix (PER 0207) for non-law enforcement agency members involved in preventable vehicle crashes when discipline action is imposed."
2. Under Section 4.B.1 Procedures, added text as follows: "When discipline is imposed for a preventable crash involving a law enforcement deputy, the Chief Deputy will refer to the

Penalty Assessment Matrix Law Enforcement Deputies (PER-0216) as a guide to determine the appropriate discipline.”

3. Under Section 4.B.2 Procedures, added the following text: “When discipline is imposed for a preventable crash involving a non-law enforcement agency member, the Chief Deputy will refer to the Penalty Assessment Matrix (PER-0207) as a guide to determine the appropriate discipline.”
4. Under Section 4.B: Procedures, removed the following reference: “Category 1 Departmental Collisions should be utilized when damage is less than \$10,000.”
5. Under Section 4.B: Procedures, removed the following reference: “Category 2 Departmental Collisions should be utilized when damage is greater than \$10,000.”

Approved

JEFFREY R. GAHLER
SHERIFF
DATE 2/6/20