



## **Perkins Police Department Towing Rotation List Policy**

1. Determine if the call for a towing entity is a request for a particular towing entity, a AAA affiliated towing entity, or next available towing entity per the Towing Rotation List maintained by the Perkins Township Police Department.
2. You should attempt to honor requests for a particular towing entity, however, other factors should be considered including but not limited to the following:
  - A. Potential hazards due to a lengthy response time by the particular requested towing entity.
  - B. Road blockages, weather, and condition of the individuals at the scene.
  - C. Potential hazards due to the inability to re-assign the officer(s) at the scene because of a lengthy response time by a towing entity.
3. You shall only call the next available towing entity from the Towing Rotation List maintained by the Perkins Township Police Department. Only towing entities on the Towing Rotation List shall be called as a next available towing entity. The Towing Rotation List is updated annually. A towing entity may be removed from the Towing Rotation List if not in compliance with this policy.
4. All towing entities shall meet the following requirements in order to be placed and maintained on the Towing Rotation List.
  - A. Current valid registration with P.U.C.O as a motor vehicle carrier pursuant to O.R.C. Section 4921.30
  - B. Submit a current certificate of liability insurance specifying dates of coverage. The policy shall include a "Garage Keepers" clause and an "on hook" clause. The policy shall also provide that the insurance company notify Perkins Township c/o Perkins Township Chief of Police of any cancellation or material change to the policy. Upon any lapse, expiration or cancellation of the policy, the towing entity shall be removed from the Towing Rotation List.
  - C. Twenty-four hour towing service and a twenty-four hour telephone number(s) are mandatory requirements in order to ensure a prompt response within a reasonable amount of time.
  - D. Provide the additional motor carrier information required with the request to be placed on the Towing Rotation List.
  - E. Maintain secure impound area.
  - F. Towing company employees must wear high visibility safety apparel which is conspicuous during both daytime and nighttime usage, and which meets Performance Class 2 or 3 requirements of the ANSI/ISEA 107-2004 publication entitled, "American National Standard for High-Visibility Safety Apparel and Headwear." Failure to wear such apparel when called for service by the Perkins Township Police Department will be cause for removal from the tow list.

5. Towing entities shall be removed from the towing rotation list for reasons that include but are not limited to the following:
  - A. Violation of the law.
  - B. Refusing calls unjustifiably.
  - C. Failing to respond after accepting a call.
  - D. Delayed response to a service call.
  - E. Failure to properly clean crash scenes of any glass or injurious substances as required by ORC 4513.66
  - F. Failure to maintain a secure impound area.
  - G. Failure to provide current proof of liability insurance.
  - H. Releasing vehicles without proper authorization from PPD.
  - I. Failure to charge reasonable or prevailing rates for towing and services.
  - J. "Jumping" tow calls.
  - K. Towing a vehicle(s) from a crash scene without contacting PPD to respond.
  - L. Making consistent unfounded and unsubstantiated complaints to the PPD or being the subject of consistent and documented complaints from the motoring public regarding towing and/or services provided.
  - M. Failure to require employees to wear "High Visibility Apparel" when responding to a call for service.
  
6. Request for a particular towing entity, AAA requests and next available towing entity per the Towing Rotation List shall be logged in the appropriate manner. A reasonable response time is presumed to be fifteen (15) minutes or less. A towing entity that is consistently unable to comply with this response time shall be removed from the Towing Rotation List.

Exigent circumstances may require a temporary deviation from this policy. The PPD will attempt to rotate towing calls fairly but towing entities have no right to calls. A copy of this policy shall be provided to all towing entities.

All towing entities in compliance with the requirements of this policy shall be maintained on the towing rotation list. Local towing entities (entities located within the 44870 zip code) shall be given priority consistent with the factors contained in this Policy as the next available towing entity. Towing entities located outside of the 44870 zip code and in compliance with the requirements of this Policy shall be maintained on a separate Towing Rotation List and shall be called as the next available towing entity due to the unavailability of any local towing entity.

Commercial motor vehicle towing services are not the subject of this policy. Towing entities that have the capability to provide towing and related services for commercial motor vehicles (i.e. semi tractor-trailers, busses, etc.) will be contacted based on availability of services.