## Ridgely Police Department General Orders

Effective: August 13, 2014



**5-5**Chief Gary M. Manos

## **Must Appear Traffic Citations**

## I. POLICY

When an Officer issues a traffic citation for an offense that mandates the defendant's appearance in court, the issuing Officer will complete an Incident Report. Furthermore, a District Court of Maryland Notice to Appear Form (L03-CA1), will given to the defendant prior to releasing them. The report will be submitted by the Officer along with a copy of the citation within 48 hours of the initial traffic stop.