

TAKOMA PARK POLICE DEPARTMENT - GENERAL ORDERS



	TITLE: BICYCLE PATROL	NUMBER: 659
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	X New Amends Rescinds	
AUTHORITY: Chief Thomas W. Anderson	ACCREDITATION STANDARDS: 41.1.4	TOTAL PAGES: 4

01 Purpose: To establish policy and procedures for the operation of bicycle patrols.

02 Policy: To utilize bicycle patrols as a supplement to patrol resources and capabilities. Bicycles will be deployed in either residential or commercial areas, or where they can address a specific need. The use and operation of police bicycles is restricted to members of the Department who have been properly trained.

03 Definitions:

A. Secured Bicycle: A bicycle locked to a rack or other immovable object.

B. Standard Uniform: The uniform issued and worn by all police officers of the Department.

C. Bicycle Uniform: The uniform issued to officers assigned to bicycle patrol duties consisting of the following:

1. Summer Uniform:

- * Department approved navy blue bicycle shorts or black BDU shorts
- * light blue or royal blue bicycle shirt (with badge patch, departmental shoulder patch, "Police" silk screen, embroidered last name, rank insignia), or
- * nylon duty equipment belt
- * black tennis shoes
- * white socks
- * approved bicycle jacket and pants, at the officer's discretion.

2. Winter Uniform:

- * black turtleneck shirt with badge patch
- * approved bicycle jacket and pants
- * nylon duty equipment belt
- * black tennis shoes
- * white socks
- * black BDU pants bloused inside of black boots, at the officer's discretion.

Note: When the turtleneck is worn with the bicycle bolero (jacket with the sleeves removed), the shirtsleeves will display a departmental shoulder patch and rank insignia. The turtleneck shirt will not be worn as an outer most garment.

D. Inclement Weather: Heavy rain, thunderstorms, lightening, snow, fog, ice, temperature extremes or high winds (20+ mph.).

04 Procedures and Responsibilities:

A. Equipment:

1. Officers assigned to bicycle patrol will use a Department issued bicycle equipped with a mounted headlight, locking device, luggage rack and first aid kit.

2. The following items are mandatory safety equipment items, which will be worn by bicycle patrol officers (BPO) when operating a Department police bicycle:

- * ANSI or Snell certified bicycle helmet,
- * Shatter proof eye protection,
- * Biking gloves, and
- * Body armor.

B. Operation of Department bicycles:

1. BPOs will work under the supervision of their regular patrol shift supervisor. When involved in a special detail, bicycle patrol officers will work under the supervision of the event coordinator.

2. Each BPO is required to maintain and properly use all safety equipment described in this General Order. An officer not in possession of the listed safety equipment will not operate Department bicycles.

3. BPOs will adhere to the rule governing the operation of bicycles according to the Transportation Article, including but not limited to subsection 21 subtitle 12 of that article. Bicycles will not be operated in an unsafe manner, nor will they be operated in a knowingly unsafe condition.

4. BPOs will not carry passengers or allow Department bicycles to be used by unauthorized persons.

5. Unattended bicycles will be secured at all times. When not in use, they will be stored indoors.

6. BPOs will exercise caution when operating portable radios when the bicycle is in motion. If possible, the bicycle should be stopped prior to using the radio.

7. BPOs may generally patrol alone when the purpose of the patrol is high visibility, crime prevention and/or the improvement of community relations. When patrolling high crime/drug areas for special enforcement purposes, officers will ride in pairs.

8. BPOs **will not** discharge their firearms while operating a bicycle.

9. When Department bicycles are transported to their assigned area via patrol vehicle, they will be attached to the bicycle rack.

10. When on assignment, the patrol car will be parked near the center of the assigned bicycle patrol area. When it is necessary to respond to a call while on bike patrol, the officer will use the car if use of the bike is not practical.

C. Maintenance and Responsibility:

1. BPOs are responsible for the appearance and condition of their bicycles, equipment and uniforms. Other than minor adjustments and repairs, maintenance will be approved in advance by the Patrol Operations Division Commander.

2. Prior and subsequent to completing their daily assignment, BPOs will conduct a bicycle inspection (see attached form).

3. The BPO will document the condition of the bicycle. He/she will notify their supervisor if the bicycle is unsafe to operate, damaged, and/or otherwise tampered with.

4. Add-on accessories or equipment will not be permitted unless approved by the Patrol Operations Division Commander.

5. Major repairs and periodic service of the bicycles will be the responsibility of the Patrol Operations Commander or designee. Maintenance records will be maintained by the Patrol Operations Commander or designee.

05 Supervisor's Responsibilities:

A. The Patrol Operations Commander or designee will have overall administrative control of bicycle operations.

B. The Patrol Operations Commander or designee will ensure that, prior to being assigned to bicycle patrol, officers receive departmental approved bicycle training from a certified instructor, and that training will be maintained through re-training as required.

C. In the event an officer is injured and requires medical attention, the immediate supervisor will ensure that the officer's bicycle and equipment are secured.

D. Bicycles will not be operated during periods of inclement weather.

E. The Patrol Operations Commander or designee will review all community related requests for bicycle patrol and report his/her recommendations to the Chief, via the chain of command.

F. If a bicycle is damaged as a result of an accident or other incident, an investigation will be conducted by the on duty supervisor, and a report submitted to the Chief. This investigation is limited to determining the facts surrounding the incident. Photos documenting the damage will be taken. An administrative investigation will be conducted to affix responsibility as appropriate.

06 Uniformed Bicycle Patrol Responsibility:

A. BPOs will not generally attempt traffic enforcement while on bicycle patrol. They will, however, answer calls for service within their designated geographical area of assignment, as appropriate, and will:

1. Perform general patrol duties when not engaged in a call for service. General patrol duties include, but are not limited to:

- * Enforcement of criminal statutes,
- * Enforcement of parking regulations,
- * Enforcement of bicycle infractions,
- * Crime prevention activities, and
- * Special details.

2. Officers who initiate an arrest while on bicycle patrol, will request assistance from an officer in a patrol vehicle in order to transport the prisoner to the station. It will be the responsibility of the bicycle patrol officer to complete processing of the prisoner, including transporting to CPU.

3. BPOs will wear the standard uniform to court, unless otherwise directed.

4. Unless otherwise directed, BPOs will report for duty in the standard uniform. They shall have a complete bicycle uniform available at the station.