

I. PURPOSE

The purpose of this General Order is to establish policy governing the use and purpose of a Uniform Bicycle Patrol Unit, utilized by the Collierville Police Department.

II. BACKGROUND

To operate effectively, the Collierville Police Department must use every tool available to provide high profile visibility and availability in highly congested areas where conventional transportation would not be feasible. This reflects a logical and socially acceptable need for a Uniform Bicycle Patrol Unit.

III. POLICY

The Collierville Police Department shall be committed to providing a secure, relaxed, family oriented atmosphere in the parks and recreational areas and the community in its entirety. The Collierville Police Department's efforts shall be complemented by the use of a Bicycle Patrol Unit.

A. Staffing

The Uniform Bicycle Patrol Unit is essentially a part-time specialized unit. The unit is contained in and staffed by specially trained uniform officers, under the command of the Special Operations Division.

B. Duties (41.1.4(A)(B))

Duties of the Uniform Bicycle Patrol consists of, but not limited to:

1. Patrolling highly congested shopping areas to enhance crime prevention and Community Relations initiatives, as well as, provide enforcement when necessary.
2. Patrolling parks and playgrounds, controlling loitering, enforcement of State Law and City Ordinance, especially as they pertain to parks and affording minimal response time.
3. Patrolling-parking areas, special events, ballgames, fairs, etc.
4. Off road or other terrain search and rescue, unsuited for conventional patrol units.
5. Aggressive drug detection in parks, recreational and residential areas.
6. On occasion, Bicycle Patrol Officers may be assigned to marked patrol car duty. Example: Weather, manpower shortages, equipment failure or other emergency situations.

C. Training Qualifications (41.1.3)

Each officer assigned to the Special Operations Bike Unit, shall meet all requirements/standards and regulations set forth by the State of Tennessee and essential to possess a commission as a peace officer within the state.

1. Specialized training in Bicycle Patrol Tactics is also required of all members of the Uniform Bicycle Patrol Unit.

- (a) Members must successfully complete training in basic Bicycle Patrol Tactics.
- (b) Training must be administered by instructors experienced in the areas of Bicycle Patrol Tactics.
- (c) Special areas of training include but are not limited to:
  - (1) Crowd control/civil disorders.
  - (2) Affecting arrest from bicycles.
  - (3) Bike control in adverse conditions.
  - (4) Public relations/education.

IV. BICYCLE PATROL VEHICLE, EQUIPMENT, AND USAGE (41.1.3)

The objective of having a specially equipped vehicle is to provide Bicycle Patrol with a vehicle to fit the special transportation need of the unit in a cost effective way.

- A. Conditions and limitations on usage of the Bicycle Patrol Vehicle shall be as follows:
  - 1. Performing Bicycle Patrol duties such as patrol, transporting of bicycle and job related functions.
  - 2. Special events and/or details when other vehicles are not suitable or available.
  - 2. Other emergencies or unusual occurrences as authorized by ranking officer on duty.
- B. Specialized equipment/storage (41.1.3)

To effectively utilize the Bicycle Patrol, specialized equipment is required for the protection and comfort of the officer.

- 1. Each bike officer will be outfitted with the following specialized equipment:
  - (a) Dot-approved protective helmet
  - (b) Eye protection/glasses
  - (c) Uniform shirt w/badge
  - (d) Uniform shorts/trousers
  - (e) Protective Vest
  - (f) Socks, white, low cut

- (g) Shoes, black, low cut
  - (h) Duty belt w/l equipment
  - (i) Inclement weather clothing
  - (j) Other equipment/clothing necessary
2. Required equipment to outfit each bicycle will be secured in the rear carrier of the bicycle and the bicycles secured in an organized manner inside the Police Annex.
  3. Bike Officers on patrol will secure their bicycle with an approved lock or handcuffs if the bicycle is not in view of the officer. When Police bicycles are not in use, they shall be secured at the department at their assigned locations.
  4. The Bicycle Patrol bike shall be described as follows:
    - (a) 26-inch mountain style bike.
    - (b) Have blue emergency lights and white lights mounted on handlebars.
    - (c) Painted black with reflectors on front and rear wheels.
    - (d) Provide a rear equipment storage area, with reflective stripe on rear, and reflective "Police" on both sides.
    - (e) Shall be marked with the frame displaying "Collierville Police" in reflective lettering on both sides.
- C. Authorization for use (41.1.3)
1. Bicycle Patrol bike and patrol vehicle shall be assigned to and operated by members of the Special Operation Bike Unit unless otherwise authorized by the Special Operations Commander or their designee.
- D. Operator Qualifications and Training (41.1.3)
1. All members of the Collierville Police Department possessing a valid Tennessee drivers license can operate the Bicycle Patrol vehicle when authorized to do so. No special training is required for driving the Bicycle Patrol vehicle.
- E. Selection Process
1. The Bicycle Unit is composed of Police Bike trained School Resource Officers and Reserve Officers from the Special Operations Division. Criteria for assignment to this part-time Unit is as follows:
    - (a) Excellent Physical Conditioning.
    - (b) Application on a voluntary basis.

- (c) Ability to follow orders and think under stress.
- (d) Good verbal skills.
- (e) Ability to function as a team member.
- (f) Successful completion of a Police Bike Training Class.

A team member may voluntarily withdraw from the Unit with consensus from the Chief of Police.

A team member may be removed from the Unit, when deemed necessary for the good of the team by a consensus of the leadership element of the Unit, Special Operations Commander and approved by the Chief of Police.

F. Maintenance (41.1.3)

- 1. Responsibility for checking fluid levels, fuel, oil, tire pressure and cleanliness, shall rest with the unit members or operator.
- 2. Scheduling maintenance and repairs shall remain the responsibility of the unit members.
- 3. When issued a bicycle, each member shall be responsible for:
  - (a) Proper mechanical and battery operation (lights).
  - (b) Serviceability, i.e., lube, tire pressure, etc.
  - (c) Items or property not assigned to the bicycle.
  - (d) Required servicing, i.e., schedule maintenance listed in the service manual.
  - (e) Reporting damage.

Problems with operation and serviceability, either shall be remedied or reported to the shift commander and a bicycle repair order completed.

- 4. Inspection by supervisor.

F. Markings and Equipment (41.1.3)

- 1. The Bicycle Patrol Vehicle shall be marked as follows:
  - (a) Reflective "Collierville Police Department" emblems on doors.
  - (b) Reflective vehicle numbers on rear and each side.
  - (c) Reflective "Police" lettering on front fenders and trunk.
  - (d) Reflective "Emergency 9-1-1" on rear doors.
  - (e) Blue reflective side striping.

2. Emergency Vehicle Equipment (41.1.3))

The Bicycle Patrol vehicle shall be equipped with the following emergency equipment:

- (a) Rotating blue lights.
- (b) Communications radio.
- (c) Siren.
- (d) Take down lights.
- (e) Alley lights.
- (f) First –aid kit.
- (g) Fire extinguisher.
- (h) Bicycle trunk rack.
- (i) Spare tire, jack and lug wrench.
- (j) Broom.
- (k) Reflective vest.
- (l) Hazardous Material Kit.

V. REVIEW OF PROCESS

- 1. The Special Operations Commander shall conduct an annual review of this policy to determine if it should be revised, cancelled or continued in its present form.
- 2. This Order shall remain in effect until revoked or superseded by competent authority.

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L.E. Goodwin  
Chief of Police