

	SFASU POLICE DEPARTMENT	
	Policy 7.21 Bike Patrol Operations	
	Effective Date: 04/30/19	Replaces:
	Approved: John Fields, Jr. Chief of Police	
	Reference: IACLEA 9.2.1a - d	

I. POLICY

It is the policy of the SFASU police department to utilize bicycles to conduct proactive patrol during normal tours of duty. Police bicycles combine mobility with close citizen contact, and are also useful for patrol and crowd control during special events. Bike patrols provide police services to areas such as residential halls, educational buildings, recreational areas, trails, parks, and other areas as appropriate. The primary function of bike patrol is to serve as an effective proactive force in crime prevention, detection, and enforcement.

The purposes of bicycle patrol are to reduce criminal activity within specific areas and significantly increase positive community relations by increased visibility. This accessibility enhances a more personal relationship between the community and the police department.

II. PURPOSE

The purpose of this policy is to define and outline the department’s approach to its bicycle patrol unit, including training requirements and the duties of the officers in the unit. UPD will deploy officers on bicycles to enhance police response, patrol and community relations (IACLEA 9.2.1a).

III. ORGANIZATION, ADMINISTRATION, AND TRAINING

A. Organization

1. All bicycle officers will be assigned to the patrol division and will be under the command of the patrol lieutenant.
2. Bicycle patrol officers are deployed under the direct command of the on-duty supervisor.

3. Bicycle patrol coordinators will be assigned and will act as a facilitator(s) of the unit. This assignment will be a collateral duty, done in addition to the selected individual's primary duties.

B. Bike Patrol Coordinators Responsibilities

The person or persons assigned as a coordinator will be required to meet all of the training and physical requirements of the bicycle unit. Bike patrol coordinators shall have the following responsibilities:

1. Inspect and provide general maintenance of the bicycle fleet on a regular basis.
2. Complete quarterly operational inspections and an annual inventory of the entire bike fleet. Quarterly operational inspection reports are due on 5th day of January, April, July and October, and the annual inventory report is due January 5. The reports must be submitted to the patrol lieutenant on the assigned dates (IACLEA 9.2.1c).
3. Keep maintenance records on each bicycle and who that bike is assigned to.
4. Maintain an inventory of minor replacement parts for the bike fleet (i.e. tubes, tires, chain grease, etc.).
5. Prepare a list of equipment to be kept on each bicycle, along with a list of all required bike officer uniform equipment (IACLEA 9.2.1d).

C. Hours of Operations

Authorized bike patrol officers may operate with the approval of the officer's immediate supervisor during any normal tour of duty day or night. Officers on patrol at night shall be required to use a head light as required by Texas Traffic Code, have a flashing "red" tail light, and wear reflective material on their blouse or shirt.

D. Selection

1. Officers will be selected for bike patrol duty based on need, availability of bicycles, and performance. When additional bicycle patrol positions are open and funding exists for training, the department will post a notice and officers will submit their names for consideration.

2. No officer will be assigned to bike patrol without first successfully completing the department's FTO program.

E. Training

1. Before participating as part of the bicycle patrol, officers must complete a TCOLE approved school such as one sponsored by the International Police Mountain Bike Association (IPMBA) or equivalent. This course may be taught in-house or at another police training facility by a certified bicycle patrol trainer.
2. Only officers that have completed the above requirements/qualifications are authorized to ride department bicycles (IACLEA 9.2.1b).

F. Uniform, Appearance, and Equipment

1. Due to the high-profile nature of the bicycle patrol, it is strongly encouraged that officers maintain a high standard of grooming and appearance.
2. Any officer chosen for bicycle patrol will operate with a departmentally approved bicycle, helmet, blouse/shirt, shorts, gloves, and other equipment as needed. Officers on bicycle patrol duty will wear the helmet and gloves at all times.
3. Officers will wear their standard departmental uniform as their daily uniform and shall have their bicycle uniform readily available. Officers who know ahead of time that they will be on bicycle patrol for that particular shift may wear their bike uniform the entire shift; however, they will be required to have their standard uniform readily available in case changes to their assignment occurs. Officers will refer to policy 4.5: "Uniforms, Appearance, and Equipment" for any other uniform questions.
4. The bicycle uniform shall not be worn on off-duty assignments unless approval has been given by the patrol lieutenant.
5. Bicycle officers shall not wear their winter jacket when they are wearing the standard patrol uniform.
6. Departmental bicycles will not be used for any purpose other than departmental functions unless approved by the patrol lieutenant.

7. No personally owned bicycles will be used for police operations unless approved by the chief of police.

G. Bicycle Maintenance

1. Before riding, officers shall perform a pre-ride check of the bicycle (e.g., tire pressure, headlights, chain lubrication, etc.).
2. Minor maintenance or repairs will be done by the bicycle officers.
3. Repairs that cannot be completed by police personnel will be done by an authorized bike dealer/shop or certified bicycle mechanic.

H. General Duties and Deployment

1. Bicycle officers will remain flexible in days off and hours worked, depending on the operation being undertaken.
2. It is possible the officers will be assigned as a roving unit so as to be free to patrol on the bike when and where they are needed.
3. Bicycle officers may ride in pairs or alone.
4. Bicycle officers will function just as if they were deployed in a patrol car, day or night. They will complete all patrol job tasks and provide normal service requests to the citizens as if they were in a patrol vehicle.
5. Officers may respond to calls for service in their assigned area and may need to have a marked unit respond to assist the bicycle officer.
6. Prior bicycle officers their tours, officers should have all pertinent report forms, ticket books, and literature to hand out to the public.
7. Bicycle officers may also assist in conducting plain-clothes activities, including surveillance or other covert activities. These types of operations must first be approved by the patrol lieutenant.
8. Bicycle officers will not deploy during bad weather conditions, e.g., snow, extreme cold, or severe rain.