

EFFECTIVE: 1 January 2010
REVISED: 20 June 2011
SUBJECT: Alternate University Police Vehicle (APV) Use
ISSUED BY: Fernando Solorzano

I. PURPOSE

The deployment of Department-approved Bicycles and Personal Electric Mobility Device's, hereafter referred to as APV's, are intended to enhance our community oriented policing philosophy (and associated programs), and to expand the use of Green Technologies utilized by the University Police Department. The use of APV's will enable law enforcement personnel to patrol confined areas where traditional police vehicle(s) may not be suited for enforcement. The use of APV's will also:

- (a) Contribute to the reduction of the University's total carbon footprint of fuel emissions
- (b) Promote greater awareness of green technologies and their use in the university community
- (c) Increase contact with the public to further the department's community-based policing philosophy
- (d) Increase visibility in order to reduce and/or deter criminal activity
- (e) Enforce laws and regulations
- (f) Encourage greater personal interaction between law enforcement personnel and members of the university community throughout the campus
- (g) Expand public relations programming opportunities and effectiveness

II. POLICY

The University Police Department will promote and enhance its community oriented policing program through the use of green technologies designed to increase visibility and coverage, promote community interaction, reduce criminal activity, and enforce laws and regulations thereby ensuring a safe university community.

III. SAFETY

Department personnel will be expected to operate all official APV's in a careful and prudent manner. Assigned personnel are to obey all laws of the state governing the

use of such vehicles, as well as all departmental policies and procedures pertaining to the maintenance and use of such vehicles. Assigned personnel will attend the requisite training and pass all written and field tests in a satisfactory manner prior to the use of an APV. Assigned personnel are expected to, at all times, set a proper example according to the expectations of the department and the university at large by their operation of said vehicles. APV's shall be regularly inspected in accordance with prescribed maintenance recommendations and Department training.

Officers using APV's will wear the proper protective gear including:

- (a) An approved helmet,
- (b) Approved gloves, and
- (c) Protective eye wear unless the nature of their assignment does not permit **and** supervisor approval has been obtained.
- (d) Authorized uniforms for specified APV's (Personal Electronic Device, Bicycles, etc.)

IV. PROCEDURES

The following are procedural guidelines detailing the deployment of departmental APV's. The guidelines are categorized according to general usage, maintenance, qualifications and training, and equipment.

- (a) Instructions, conditions and limitations of usage:
 - (1) Personnel assigned to APV patrol will use such vehicles as a means of transportation and high visibility in the performance of regularly assigned patrol duties during established shifts. The Electric Bicycles are assigned vehicles. As such only those assigned the vehicle may use it, unless authorized by Command staff.
 - (2) Personnel may be assigned to a standard shift or a special time period, and will be under the supervision of the patrol shift supervisor.
 - (3) The police Field Services Division Commander (FSDC) is responsible for the APV patrol program. The FSDC may designate a supervisory coordinator (sergeant or corporal) to enhance oversight.
 - (4) APV patrol will normally only be approved when there are two police motorized vehicles on patrol. APV patrol(s) are not be utilized as the sole type of mobile unit. APV patrol(s) will generally be augmented by automobile based officers, but need not be.
 - (5) APV personnel will perform the same patrol duties as automobile based personnel, except when the limitations of the APV prevent the performance of those duties.

- (6) APV personnel are to obey all traffic laws and regulations. Personnel will be permitted to ride on sidewalks within the core of the campus in the course of their duties, but must do so safely and courteously by yielding the right of way to pedestrians.
 - (7) In the event of inclement weather, APV patrols will be temporarily suspended with the approval of the shift supervisor.
 - (8) During patrols, assigned APV personnel will place emphasis on the following:
 - a. Safety within our university community;
 - b. Community-based policing & public relations;
 - c. Crime prevention (police personnel) and parking enforcement (parking personnel);
 - d. Monitoring/enforcement of pedestrians, bicycles, skateboarders, vehicular traffic and solicitors in the inner campus;
 - e. Parking lot patrols;
 - f. Directed enforcement projects
 - g. Report writing and/or investigations
 - (9) APV's are not considered emergency vehicles as defined by the vehicle code. However, vehicle stops may be made by an assigned police officer under authority of CVC Section 2800. Such a stop will be made only when it is reasonably safe to do so, and only within the guidelines of the California Vehicle Code and departmental policy.
- (b) Authorization for use
- (1) APV patrol officers may be utilized in the following manner:
 - a. Traditional patrols to supplement patrol shifts;
 - b. Special events;
 - c. Directed patrol based on identified trends in criminal activity;
 - d. Community relations, crime prevention purposes.
- (c) Qualification and training for assigned personnel
- (1) It is expected that every officer who has successfully completed their probationary period be trained in either a POST-approved bicycle course and/or a department approved course in personal electric mobility vehicles. Exceptions to this requirement must be authorized by the Chief of Police.
 - (2) Corporals and officers are the primary rank(s) from which APV personnel are selected.
 - (3) Assigned personnel who operate the APV's in a reckless manner and who endanger themselves and/or members of the public (as determined by the supervisor or any rank above supervisor), may be removed from the program for a duration to be determined by the command staff. Personnel may also be

removed from the program if their APV is stolen and/or damaged beyond repair due to negligence or unsafe operation.

- (4) APV personnel are required to successfully complete either a POST-approved bicycle course and/or a department approved course in personal electric mobility vehicles prior to being assigned to the APV program;
 - (5) If during the course of an assignment an APV operator is deemed by command staff to have failed to maintain the level of proficiency as specified by POST and/or the departments training program, the operator will be ineligible for assignment until they have demonstrated acceptable skills and competency levels according to a POST-approved instructor.
- (d) Authorized equipment
- (1) APV's shall be checked out in the same manner as vehicle assignments.
 - (2) Only approved apparel and equipment shall be worn per Policy Procedure Manual 500.4.1 (5) (uniform Styles and types) to include uniform, safety equipment (helmet, eye protection, gloves), standard issue police equipment and communications devices.
 - (3) Prior to use, APV operators will perform a thorough inspection of their equipment; discrepancies, malfunctions and/or hazards shall be immediately reported to the Watch Commander. If repairs cannot be made and replacement equipment is unavailable, the assignment for that operator will be temporarily suspended.
 - (4) During the hours of Darkness, operators shall meet the requirements of CVC Section 21201(d). Every APV shall be equipped with the following:
 - a. A lamp emitting a white light that illuminates the roadway in front of the vehicle and is visible from a distance of 300 feet in front and from the sides.
 - b. Red reflector(s) on the rear of the APV which shall be visible from a distance of 500 feet.
 - c. White and yellow reflector(s) on each pedal, visible from the front and rear of the APV from a distance of 200 feet (bicycles only).
 - d. A white or yellow on each side forward of the center of the APV, and a white or red reflector on each side to the rear of the center of the APV (bicycles only).
 - e. Exception: Assigned police officers investigating suspected criminal activity, responding to a call, or coming under attack may choose to extinguish their headlight to gain tactical advantage and minimize their vulnerability as a target. Police officers that employ this tactic are solely responsible for their safety. Moreover, they are strongly cautioned to be watchful for road hazards and vehicular traffic during darkness. This

option does not infer a requirement or expectation to use this tactic, but doing so will not constitute a violation of this General Order.

(e) Maintenance

- (1) APV's will be maintained in clean, safe and lawfully operable conditions at all times in accordance with departmental regulations and standards.
- (2) Pre-ride inspections are to include all safety equipment, lights and signals, brakes, tires, air pressure, as well as gears, crank and quick releases (bicycles only). Any discrepancies or worn equipment is to be documented on the required forms and brought to the attention of the Watch Commander. Operators are also required to inspect their vehicles during field operations whenever APV's are left outside of their immediate control to ensure that no tampering has occurred.
- (3) Assigned officers will be expected to handle simple maintenance and repairs that are within the scope of their training and experience.
- (4) Repairs that cannot be done by the assigned operator shall be performed by an authorized repair facility as designated by the Field Services Division Commander. When repairs or maintenance are needed and that require specially trained individuals, a request for repair shall be forwarded to the FSDC via a memorandum identifying the APV and nature of the problem(s) and/or repair. Upon approval, an out-of-service tag will be attached to the vehicle indicating the need for repair.

V. GENERAL

Officers leaving an APV for any reason will make sure that it is properly secured so that no unauthorized persons may take control of the vehicle. Additionally, Alternate Police Vehicles are discouraged from use upon non-campus roadways and other areas.

APPROVED

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