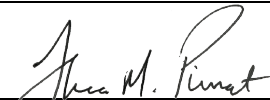


LEESBURG POLICE DEPARTMENT REGULATIONS AND GENERAL ORDERS MANUAL		
General Order Number: 203	Section: OPERATIONS	Effective Date: SEPTEMBER 2022
Title: BICYCLE PATROL		
Accreditation Standards: OPR.01.08		
Review Date: JANUARY 2024	Total Pages: 2	Chief of Police: 

1. **BICYCLE PATROL**

- A. The Department utilizes bicycle patrol to compliment patrol operations. The police bicycle is an effective vehicle for patrolling in areas not accessible to motor vehicles, and for enhancing community relations by increasing police visibility. The duties and responsibilities of bicycle patrol officers include those expected of other patrol officers, unless otherwise noted in this General Order, with a strong emphasis on high visibility for crime prevention and the enhancement of community relations.
- B. The police bicycle patrol will be utilized for, but is not limited to, the following duties:
 - 1. Enforcement of laws and ordinances;
 - 2. Patrol in densely populated and highly congested residential and commercial areas;
 - 3. Assignments as directed by the Field Operations Division commander or designee;
 - 4. Working shifts to be established by and at the direction of the Field Operations Division commander or designee.
- C. Operational Procedures.
 - 1. Officers operating police bicycles shall have attended an approved police bicycle training program. Operation of police bicycles should always be with due regard for the safety of the officer and the public. The officer shall have a working knowledge of, and comply with all applicable State laws, Town Ordinances and General Orders regarding the operation of bicycles.
 - 2. Officers shall adhere to the guidelines and methods taught in the training program.
 - 3. Officers shall only utilize those bicycles authorized by the Department. Officers shall not remove or alter the bicycles or equipment without the approval of the Field Operations Division Commander or designee.
 - 4. Police bicycles left unattended in a public place shall be secured at all times. In the case of an emergency where time does not permit, bicycles may be left unattended, but as soon as possible they should be secured.
 - 5. Officers escorting prisoners shall not escort prisoners while on bike patrol. The officer will either secure the bicycle and walk the prisoner to a transport vehicle or remain with the prisoner and bicycle until a transport vehicle arrives.
 - 6. Bicycles that are involved in motor vehicle accidents shall be reported to the on-duty supervisor immediately and investigated in accordance with General Order 211 Traffic Crash Investigation.
 - 7. On occasions when bicycle officers are forced to ride in darkness, the front and rear light should be used.
 - 8. Officers should not use police bicycles to stop motor vehicles. Officers should not make traffic stops other than those that would be possible for officers on foot patrol.
 - 9. The operator of a police bicycle must wear an approved safety helmet with a fastened chin-strap.

10. The police bicycle shall not be utilized when weather or road conditions are adverse to safe operation.
11. At no time will a passenger be carried.
12. At no time will the operator smoke or use tobacco products while on the police bicycle.
13. It is incumbent upon officers to be courteous to pedestrians, joggers, and other bicyclists when operating police bicycles.

D. Maintenance and Repair.

1. Prior to assuming bicycle patrol, it will be the responsibility of the operator to visually examine the bicycle and report any deficiencies in writing to the on-duty supervisor. An extra tube will be carried with each bicycle. Officers are expected to know how to change a flat tire and how to remount both the front and rear wheels. Tools will be provided.
2. Mechanical breakdowns shall be handled by the designated repair shop. Upon notification of needed repairs, the Bicycle Program Manager shall coordinate the delivery, repair and pickup of the bicycle.
3. During periods when the bicycles and equipment are not in use, they shall be secured in a location approved by the Field Operations Division Commander or designee.

E. Special Equipment.

Equipment carried on the bicycles may include but is not limited to:

1. Traffic vest;
2. First aid supplies;
3. Lock;
4. Flashlight;
5. Department forms;
6. Extra tube;
7. Tire change tools.

F. Training

1. All personnel selected for bicycle patrol shall complete a recognized course of instruction such as IPMBA or equivalent, prior to being authorized to operate the police bicycle.
2. All personnel authorized for bicycle patrol shall adhere to the guidelines and methods taught in the training program.