



DIRECTIVES

Oak Creek Police Department

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Title: POLICE BICYCLE UNIT POLICY	Directive Number: 12-400	Critical Policy <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Open Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Total Pages: 3	Applicability: Sworn Officers

I. PURPOSE AND OBJECTIVES

The Police Bicycle Unit serves as an alternate and highly visible means of patrol staffing, to assist in areas that are difficult to reach by squad car or on foot, high pedestrian count events, and other special events.

II. AUTHORITY AND RESPONSIBILITY

Officers assigned to the Police Bicycle Unit, while in the performance of their duty, may operate bicycles as authorized police vehicles in accordance with state statutes, in a safe and responsible manner whenever possible. Officers may be either uniformed or plainclothes, as assigned.

III. DEFINITIONS

- A. *Uniformed Bike Officer* – Any officer that is assigned to patrol on a bike and is wearing the uniform set forth by this Directive.
- B. *Non-Uniformed Bike Officer* – Any officer that is assigned to patrol on a bike where the assignment necessitates dress other than uniform to suit that assignment.

IV. UNIT EXPECTATIONS

- A. Unit activities, including scheduled overtime or special events where the unit is assigned, will be suspended if an officer is sick or injured or during times of inclement weather, including extreme heat.
- B. When staffing permits, one or two officers may be assigned to utilize a squad with a bike rack to take a bicycle on patrol. Officers assigned will utilize the bike rack to transport the bike to the patrol locations. Officers will then be available for re-assignment to squad patrol when staffing requires.
- C. Hours of operation will be dependent on staffing and the needs of the Department.
- D. Unit members must have uniform and equipment available at all times for assignment to the bicycle patrol duties.
- E. Officers assigned to a Bicycle Patrol Unit will be expected to handle all calls in that area when available, with the general exception of those calls requiring transport of other persons.
- F. At the discretion of the shift commander, the Bicycle Unit may be assigned to patrol other areas.

IV. UNIT EXPECTATIONS – *Continued*

- G. Officers assigned to the Bicycle Unit should strive for a high level of positive public relations and should maintain a high degree of initiative and visibility in order to promote the program.
- H. Bicycle Unit officers will familiarize themselves with the “Guidelines for Bicycle Patrol Unit” which include:
 - 1. Motor vehicle laws relating to bicycles.
 - 2. Owners/operating procedures for the police bicycle.
 - 3. Owner’s manual for the bicycle carrier.
 - 4. Suggestions/recommendations for the Bicycle Patrol Unit members.
 - 5. U.S. Department of Labor, *Protecting Workers in Hot Environments*.
- I. Officers selected for this Unit will complete a road test and training as required by the Unit Coordinator.

V. EQUIPMENT

- A. Helmets will be worn at all times when riding the bicycles. Helmets will be purchased by the Department and must be Snell and ANSI approved.
- B. It is recommended that officers also wear bicycle gloves and glasses for additional protection.
- C. Bicycles will be supplied by the Department.
- D. Bicycles are to be secured with the lock provided when parked or not in use in public. If the bicycle must be left quickly for a short period of time, handcuffs may be used to temporarily secure the bike. Apply the handcuffs to the frame and front tire to disable the bike.
- E. It is the responsibility of each member of the Unit to keep the bicycles clean and take proper care of the bicycles, reporting any damage to the Unit Coordinator immediately.
- F. Each bicycle will be equipped with the following items:
 - 1. One headlight;
 - 2. One red flashing Vista LED taillight;
 - 3. One equipment bag;
 - 4. One water bottle cage;
 - 5. Bar ends;
 - 6. Toe clips;
 - 7. Mountain bicycle rack;

V. EQUIPMENT – *Continued*

- 8. Helmet;
 - 9. Lock and plastic-coated chain.
- G. The Department will supply any approved special uniform needs for this assignment. All Police Bicycle Unit members will wear the uniform as prescribed and carry equipment at all times, as indicated in the Uniform Policy #4-400.

VI. PLAINCLOTHES ASSIGNMENTS

Generally, all assignments for bike patrol will be handled in the official uniform of the Bike Patrol Unit. However, for low visibility or surveillance requests, the Coordinator may assign a member of the Unit to plainclothes and personally-owned bicycles.

VII. COORDINATOR EXPECTATIONS

- A. It is the responsibility of the Unit Coordinator to schedule officers for patrol assignments.
- B. It is the duty of the Unit Coordinator to maintain the bicycles and replace worn equipment.
- C. It is the duty of the Unit Coordinator to see that all activities of the Police Bicycle Unit officers are recorded for data collection purposes.

VIII. DISCLAIMER

The Police Bicycle Unit Policy developed by the Oak Creek Police Department is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of the Police Bicycle Unit Policy can only be the basis of a complaint by this Department, and then only in a non-judicial, administrative setting.

Steven J. Anderson
Chief of Police

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