

UPPER MERION TOWNSHIP POLICE DEPARTMENT
POLICY AND PROCEDURE

No. 740

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Date: July 29 2013

BICYCLE PATROL PROCEDURES, DEPLOYMENT AND OPERATION

- I. **PURPOSE:** To provide guidelines for the operation of the bicycle patrol and to establish standards of performance for officers assigned to this activity. To outline recommended procedures for department personnel while operating patrol bicycles.
- II. **POLICY:** It is the policy of the Upper Merion Township Police Department that the bicycle patrol program will engage in patrols in an effort to reduce crime and the fear of crime and to enhance positive relationships between the Police Department and the community to which it serves. Bicycle patrol will also support the efforts of Patrol Units in solving community problems as well as providing an efficient and effective alternative response to calls for police service when necessary. Bicycle Patrol Units will also assist the Investigations Division as necessary.
- III. **PROCEDURE:**
- A. **GENERAL:**
1. Bicycle patrol officers shall have the same responsibilities as officers assigned to vehicle patrol, and will be assigned to specific duties and areas of patrol based on departmental and community need.
 2. Generally speaking, bicycle patrol officers shall concentrate their efforts on the following areas:
 - a) Crime prevention
 - b) Community Policing and Philosophy
 - c) Reducing the fear of crime
 - d) Apprehension of criminals
 - e) Parking lot, alley, and compound patrols as well as other areas not accessible to vehicles
 - f) Bicycle safety and educational activities.

However, this does not preclude the possibility of bicycles being used in other applications when needed.

3. Coordination and planning for the deployment and supervision of bicycle patrol officers is the responsibility of the Community Oriented Policing Division Lieutenant.

B. OPERATION OF BICYCLE

1. Bicycle patrol officers **SHALL NOT** effect traffic stops on motor vehicles. If a traffic stop becomes necessary, the bicycle officer will request the assistance of a marked patrol vehicle.
Exception - If exigent circumstances exist that require the immediate and direct intervention of the bicycle officer.
2. The police bicycle is a vehicle and will be operated safely and in accordance with all Vehicle Code mandates. As a police vehicle, the bicycle must be kept under control at all times; common sense and good judgment are to be exercised at all times.
3. Bicycle Patrol Officers shall properly secure their vehicles with the issued locking device and/or handcuffs when leaving it unattended, absent exigent circumstances. Officers should also take with them any easily removable equipment, e.g. - mileage computer/odometer, etc.
4. In the event that a bicycle patrol officer should dismount his/her bike and engage in a foot pursuit or other emergency situation causing the bike to be left unsecured, the bicycle officer shall notify the Communications Center as soon as possible. The Communications Center shall assign the nearest available patrol unit to locate and secure the bicycle as soon as practical.
5. Adverse weather conditions may make the operation of a bicycle at least impractical and possibly hazardous. The Patrol Supervisor shall suspend bicycle patrol when such conditions exist.
6. Bicycle patrol officers are responsible for the proper maintenance and safe keeping of all issued equipment. It is the officer's duty to perform a thorough inspection of the bike prior to each tour of duty. The inspection will include the entire unit with particular attention being paid to tire pressure, tire condition, brakes and chain condition (properly lubricated etc.). In the event a defective condition is observed that cannot be fixed by the officer; the bicycle is to be taken to the designated shop for immediate repairs. The designated Bike shop is Bike Line of Valley Forge located at 111 East Swedesford Road Wayne, PA 19087 (Gateway Shopping Center) 610-688-5880. If this is not practical at the time, the bicycle will be placed out of service until proper repairs can be made.
7. Bicycle patrol officers must wear eye protection, their department issued protective helmet and gloves, as well as other mandatory equipment, whenever they are

operating the bicycle. Wearing of department issued protective body armor is mandatory. Officers will wear black athletic socks with their issued bicycle shoes.

8. Bicycle patrol officers will work individually, unless specifically assigned otherwise by a supervisor.

C. DEPLOYMENT

1. In general, the Patrol Supervisor shall approve the use of bicycle patrol and determine the best areas of deployment.
2. During the course of the shift, if a bicycle patrol is required to be discontinued, the bicycle patrol officer is permitted to finish his/her shift in the department issued bicycle patrol uniform. In lieu of the officer's safety helmet, the bicycle patrol cap is to be worn at this time.
3. Bicycles may be ridden to the patrol assignment at the discretion of the bike patrol officer. If the assigned area is a great distance from head- quarters the bicycle patrol officer will utilize the department's bicycle rack to transport the patrol bike to and from the area of assignment.
4. Bicycles are to be secured at headquarters in the designated bicycle storage area located in the Police Garage.

D. TRAINING

1. Officers assigned to Bicycle Patrol will successfully complete entry level training prior to assuming duties with the unit. In addition, all officers assigned to Bicycle Patrol will participate in a refresher training program to be determined by the department at least once every 3 years.
2. All training conducted for Bicycle Patrol Officers will be documented and entered into department training records.

APPROVED: Thomas Nolan
Chief Thomas Nolan

DATED: 09/20/2019

APPROVED: Jeremy Johnson
Captain Jeremy Johnson

DATED: 09/20/2019

TO BE REVIEWED: ANNUALLY
DISTRIBUTION: All police officers; All police dispatchers;
Township Manager/File