



# ACTON POLICE DEPARTMENT

DEPARTMENT MANUAL; P&P: Operations		
POLICY & PROCEDURE # 1.32	DATE OF ISSUE: 04/11/2020	EFFECTIVE DATE: 04/17/2020
SUBJECT: MOUNTAIN BIKE OPERATIONS	ISSUING AUTHORITY: Chief Richard Burrows	
REFERENCE(S): Massachusetts Police Accreditation Commission # 41.1.3	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDS <input type="checkbox"/> RESCINDS	

## I. PURPOSE

The purpose of this order is to establish procedures for the functions of Acton Police Department Bicycle Officers and the use and maintenance of the officers' uniforms and equipment.

## II. POLICY

The Acton Police Department shall implement and staff Bicycle Patrol Officers. This special patrol function shall serve as an effective force in crime prevention, crime detection, and enforcement of state law and local ordinances in neighborhoods, parks, recreational areas, and the streets of Acton. The Bike Patrol program shall also contribute to our community relations and educational programs.

## III. PROCEDURES

### A. Selection

An officer assigned to the program must have completed the M.P.T.C. COBWEB program or its equivalent. Each candidate officer is required to submit a request through the chain of command to the Deputy Chief. Any officer assigned should be in good physical condition. The officer should have a good working knowledge of the recreational land and patrol areas. Persons approved to receive special training for bicycle patrol will be selected by the Deputy Chief of Police. **[41.1.3(A)(D)]**

### B. Supervision

All officers assigned to bicycle patrol will follow the designated chain of command on the shift to which they are assigned.

### C. Equipment

Each mountain bike shall be equipped with the following basic and auxiliary equipment:

- **Front and rear reflectors**
- **Headlamp**
- **Rear pack containing medical supplies**

#### **D. Uniform**

Bike uniforms will be consistent with the Acton Police Department Approved Uniforms, Equipment, and Appearance (1.10) policy.

#### **E. Maintenance**

The Acton Police Department Traffic Unit is responsible for scheduling repairs and maintaining repair records for each of the mountain bikes. Tune-ups, as needed, and repairs shall be made by a qualified bicycle mechanic. **[41.1.3(E)]**

Officers shall be responsible for reporting any mechanical issues with the mountain bikes to the Traffic Unit as soon as practicable.

#### **F. Bicycle Patrol Functions:**

The primary function of the mountain bike patrol program is to complement the Department's vehicle patrol by effectively patrolling the neighborhoods, business districts, and recreational areas within the Town of Acton to reduce crime and seek compliance with town by-laws and state laws. The officer's immediate supervisor shall approve participation in any event, (i.e., parades, civic functions, and bicycle safety classes).

The bike shall not be operated during periods of inclement weather. When precipitation appears imminent, the officer will utilize his/her assigned vehicle until the weather passes. During this time, the officer can proceed with standard vehicle patrol as assigned by the Patrol Shift Supervisor. As weather permits, officers will return to bike patrol. In any event, bikes should not be operated at temperatures below 30 degrees or on icy, or snow-covered roads or trails. **[41.1.3(B)(C)]**

#### **G. Arrest Procedure:**

Due to the nature of bike patrol, it will be necessary for bike patrol officers to make arrangements for their prisoners to be picked up and transported.

Bicycle patrol officers should have the prisoner transported to the most appropriate location for further investigation or booking of the prisoner.

If a prisoner needs medical care, is resisting arrest, or any situation exists that requires immediate transport, the first patrol car on the scene will transport them to the appropriate location.

**H. Injuries:**

If an Officer is injured either on or off duty they must be cleared by the Town Physician before being allowed to conduct bike patrols. Standard reporting procedures will be utilized to notify of an injury.

**MOUNTAIN BIKE OPERATIONS INFORMATION**

---

**History:** None