



Effective: 07/19/1999  
Last Reviewed: 09/15/2019

**CSU FULLERTON POLICE DEPARTMENT  
GENERAL ORDER NUMBER 4-10**

**BICYCLE PATROL**

**SUBJECT:** Bicycle Patrol

**PURPOSE:** The purpose of this policy is to designate the duties and responsibilities of Police Officers and Community Service Officers assigned to bicycle patrol. Furthermore, it is a goal of this Department to establish and develop a collaborative working relationship between the police and the university communities in an effort to identify concerns, formulate objectives, and implement effective solutions.

**POLICY:** It shall be the policy of the Department to utilize bicycle patrol to increase police visibility throughout the campus community, supplement enforcement efforts, patrol areas of the campus which are less accessible and/or inaccessible to motor vehicles, and increase communication efforts with the university community to continually develop our community-based policing philosophy.

**PROCEDURES:**

**I. Administration:**

- A. The Chief of Police will assign a designee to serve as the Bicycle Patrol Coordinator.
- B. The Bicycle Patrol Coordinator will have the following responsibilities:
  - 1. Participating in policy development, revision and implementation;
  - 2. Reviewing and recommending bike related equipment purchases;
  - 3. Monitoring bicycle maintenance and maintaining the bicycles [CALEA 41.1.3c];
  - 4. Reviewing, scheduling and conducting training for Police Officers and Community Service Officers in cooperation with the Department P.O.S.T. Training Coordinator and/ or Command Staff;
  - 5. Insuring compliance with this policy regulation by employees who participate in bike patrol.

**II. Training [CALEA 41.1.3b]**

- A. Bicycle patrol will be utilized by officers on patrol shifts and by Community Service Officers to supplement vehicle and foot patrols.
- B. Prior to being authorized to ride a bicycle on duty Police Officers must complete a P.O.S.T. approved Bicycle course with a minimum of 24 training hours.

- C. Prior to being authorized to ride a bicycle while performing their duties, Community Service Officers must complete a 4-hour bicycle-training course conducted by a certified bicycle instructor.
- D. Officers who fail to maintain a level of proficiency will not be eligible for assignment until they have demonstrated a level of competency adequate for bicycle patrol, as determined by the Bicycle Patrol Instructor.

III. Authorization [CALEA 41.1.3a]

- A. Bicycle Patrol Officers may be used in traditional patrols to supplement patrol shifts; special events; and to focus in areas of enforcement due to recently identified trends in activity.
- B. The use of bicycles for patrol or special events shall be approved by the Watch Commander or the appropriate Command Staff.
  - 1. Bicycle patrol will be approved only when 2 police cars are on patrol.
  - 2. Watch Commanders will not be authorized for bicycle patrol due to the need to respond to locations expeditiously to assist other officers.
- C. Bicycle patrols may be temporarily suspended during inclement weather conditions at the watch commander and/or Bike Instructor's discretion.
- D. The Community Service Corporal must authorize the use of bicycle patrol by Community Service Officers.

IV. Operational Guidelines [CALEA 41.1.3a]

- A. Bicycle Officers will primarily be assigned to patrol on the campus including parking lots, parking structures, residence halls and when safe and appropriate walkways. Bicycle patrols on the streets will be incidental to the campus patrol.
- B. Bicycle Officers will perform the same patrol duties as all other officers, except those, which cannot be performed on a bicycle.
- C. Each Officer will perform a thorough inspection of his/her equipment prior to any assignment/shift, as well as throughout the remainder of the shift. Discrepancies or hazards shall be immediately reported, and repairs that cannot be made will suspend the assignment for that officer if replacement equipment is not available.
- D. Bicycle Officers shall obey all traffic laws and regulations unless exigent circumstances exist.
  - 1. Officers will be permitted to ride on sidewalks and within the core of the campus when safe to do so; however, must do so safely given the propensity for hazards.
  - 2. Pursuing bicycles, pedestrians and vehicles should be avoided unless done in the performance of official police duties.
    - a. Keep a safe distance when pursuing subject/s on bike patrol given the lack of resources, concealment and exposure to the elements.

- b. Update Dispatch at every reasonable opportunity to coordinate with responding patrol units.
      - c. Weigh the danger involved in pursuit against the severity of the offence in order to make informed decisions.
      - d. The Watch Commander can terminate a pursuit at any time.
    3. Set an example for other bicycle riders.
    4. Do not let anyone else ride assigned bicycles. Authorizing the use of a CSUF Police patrol bike to any person other than the officer assigned to that bike shall be in violation of this policy and subject to disciplinary action.
  - E. During patrol Bicycle Officers will concentrate on the following:
    1. Safety;
    2. Emergency responses;
    3. Crime prevention;
    4. Pedestrian, bicycle, skateboard & vehicular traffic in campus core;
    5. Community-based policing;
    6. Parking lot and parking structure patrols; and
    7. Report writing/investigations.
  - F. Bicycle Officers are Department public relations representatives and shall make frequent personal contact with members of the university community. Officers shall promote the Department, and actively identify law enforcement concerns of the public.
  - G. Bicycle Officers will be eligible for a stipend if they complete forty hours a month for day shift, twenty-four hours for a night shift or thirty hours for a swing shift of bike patrol time. Bike patrol time must be logged through Dispatch via RIMS through the Bike Patrol Logs.
- V. Equipment Specifications [CALEA 41.1.3d]
- A. Bicycles utilized for patrol will be multi-speed mountain bikes with hand brakes, distinctive police markings, equipment bag, kickstand, emergency lights and siren.
  - B. Police bicycles when equipped as outlined within CVC 2800.1, are emergency vehicles as defined within the Vehicle Code. 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.
  - C. During the hours of darkness, officers shall meet the requirements of CVC Section 21201 (d). Every bicycle upon any highway during darkness shall be equipped and utilize the following:
    1. A lamp emitting a white light that illuminates the highway in front of the bicycle and is visible from a distance of 300 feet in front and from the sides. However, officers may choose to operate the bike without a headlight while engaged in stealth tactics.

2. A red reflector on each pedal visible from front and rear, which shall be visible from a distance of 500 feet.
  3. A white or yellow reflector on each pedal visible from front and rear of the bicycle from a distance of 200 feet.
  4. A white or yellow reflector on each side forward of the center of the bicycle, and with a white or red reflector on each side of the rear of the center of the bicycle.
- D. Officers working bicycle patrol will carry the following items on the bicycle:
1. E-Cite with Printer
  2. Small first aid kit including CPR mask
  3. Pen and pencil
  4. Field interview cards
  5. Bike Lock with Key

#### VI. Maintenance

- A. Daily inspection shall include the ABC's (Air pressure, Brakes have proper caliper distance and Cranks, chain and cassette are secured, lubricated and properly functioning), Hubs and seat post quick releases are secure and pointing in the proper direction and shift gears and apply brakes to check for malfunctions. Any deficiencies found shall be documented on the Bike Patrol Log Form and submitted to the Bike Patrol Coordinator.
- B. The Police bicycles will be maintained in a clean, safe and lawfully operable condition at all times. The Bike Patrol Coordinator will do routine maintenance and repairs.
- C. Repairs that cannot be done by the Bike Patrol Coordinator will be done at an authorized repair facility as designated by the Bicycle Patrol Program Coordinator.

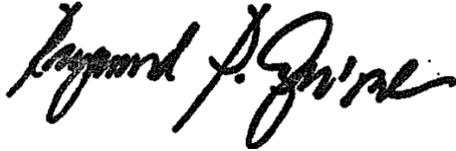
#### VII. Bicycle Patrol Uniform

- A. The uniform worn by sworn officers working bicycle patrol shall be as specified in General Order 2-9, "Uniforms and Personal Appearance."
- B. Community Service Officers will wear uniforms as specified by the Community Services Corporal and as designated in G.O. 7-11, "Community Service Officer Program."
- C. Bicycle officers will wear an approved bicycle helmet and other assigned safety equipment as specified by the Bicycle Patrol Coordinator. This will include the appropriate uniform and for Police Officers, protective body armor.

REVIEWED BY:

S.Nelson

APPROVED:

A handwritten signature in black ink, appearing to read "Raymund J. Aguirre". The signature is written in a cursive style with a large initial 'R' and 'A'.

Raymund Aguirre  
Chief of Police