




**Division of State Patrol
Policy and Procedure**

Number 3-5

Subject MOTORCYCLE OPERATIONS	
Author/Originator Bureau of Field Operations	Approved by  Superintendent
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I. POLICY

It is the policy of the Division of State Patrol (DSP) to make motorcycle assignments based upon area needs and the ability to use motorcycles effectively and safely. Only those persons trained in police motorcycle operations will operate Division motorcycles in an enforcement capacity. All other operations must be approved by a supervisor.

II. PROCEDURE

- A. Assigning Motorcycles – The assignment of motorcycles to the DSP Regions shall be made by the Director of the Bureau of Field Operations based upon need, available resources and past motorcycle performance within the Regions.
 - 1. Requests for assignment of motorcycles to a Region should be forwarded by the Region Commander to the Director of the Bureau of Field Operations at the beginning of the calendar year. This would apply to situations where motorcycles are not already assigned to that Region or where an increase in motorcycle allocation is desired. The request for motorcycle assignment may include an operational plan and/or justification based upon:
 - a. Major construction areas
 - b. High incidence vehicle crash areas
 - c. High traffic volume areas
 - d. Special events
 - 2. The Region Commander or designee will assign the motorcycle(s) within the Region based upon region need and motorcycle operator qualifications.

3. A Division employee requesting motorcycle assignment must possess a current motorcycle-classified operator's license. A request for motorcycle assignment should be directed to the Region Commander and shall include the following information:
 - a. Previous riding experience including size, make, and model of motorcycle(s) ridden
 - b. A listing of any motorcycle operator's license restrictions
 - c. Details of any previous motorcycle crash experience
 - d. Information as to where and how the motorcycle will be stored if assigned
- B. Motorcycle Operator Training – Motorcycle operator training will be scheduled by the State Patrol Academy or Division Headquarters when necessary. Training will be conducted in accordance with Division-approved guidelines.
- C. Operation of Division Motorcycles
 1. Personnel assigned a Division motorcycle should utilize the motorcycle as their primary enforcement vehicle unless extreme weather conditions exist. Extreme weather conditions include:
 - a. Rain – Persistent precipitation that accumulates on the roadway
 - b. Cold Weather – Conditions in which slippery road surfaces are likely to develop due to ice or snow accumulation, or temperatures, due to exposure or wind chill, that could cause injury
 - c. Limited Visibility – Conditions in which visibility is reduced to less than 500 feet
 - d. High Wind – Existing wind conditions that could affect the stability of the motorcycle
 2. Motorcycles are to be operated in accordance with Department and Division policy and rules regulating fleet operations. Only operators who have completed a Division-approved Motorcycle Training Program will operate Division motorcycles in an enforcement capacity. Employees assigned a motorcycle must be able to provide secure off-duty storage for the assigned motorcycle.
 - a. Transportation of passengers on a Division motorcycle is prohibited.

- b. Employees must be in uniform when operating a marked Division motorcycle except when securing maintenance for the motorcycle when off-duty.
 - c. Appropriate safety clothing shall be worn while operating a Division motorcycle. Appropriate safety clothing includes, without limitation:
 - 1) Helmet (securely fastened)
 - 2) Shatter resistant eye protection (clear lenses at night)
 - 3) Leather boots/shoes that provide ankle protection
 - 4) Full-fingered leather gloves
 - d. Motorcycles should not be left unattended unless necessary for meals, rest periods, bond posting, court appearances, etc. If left unattended, the motorcycle ignition, saddlebags and other storage compartments shall be locked and the keys removed. All accessories and removable equipment shall be secured in an inaccessible location.
- D. Motorcycle Maintenance – Maintenance shall be performed in conformance with the manufacturer’s recommendations/specifications.
- 1. Daily Maintenance:
 - a. Check tire pressure (cold)
 - b. Check oil level
 - c. Check for free operation of throttle
 - d. Inspect all lamps, flashers, horn and siren
NOTE: Check the operations of both front and rear brakes
 - e. Check air shocks and seat bladder pressure
 - 2. Weekly Maintenance:
 - a. Check all nuts and bolts for tightness
 - b. Inspect and insure that the battery is properly filled, if applicable
 - c. Check the front forks for oil leaks and for proper return
 - d. Inspect the brakes for pad wear and worn rotors
 - e. Inspect the tires for tread wear, cuts, bulges, or embedded foreign objects, etc.

- f. Inspect the belt/chain for proper adjustment, wear, tears, punctures, etc.
 - g. Check side stand and spring for proper operation.
 - 3. Cleaning – Division motorcycles shall be maintained to present a neat and clean appearance. When cleaning the motorcycle:
 - a. Do not direct a steady high stream of water on the windshield. High-pressure water could remove the factory applied protective coating.
 - b. Do not direct a steady stream of water on the gauges, radio, instruments, or handlebar switches.
 - c. Do not direct water into the exhaust system.
 - d. Do not direct water at the front or rear wheel bearings.
 - e. The saddlebags may be removed to accommodate cleaning of the rear tire and wheel.
- E. Equipment – Due to the motorcycle’s limited carrying capacity, only those items essential to performing official duties shall be carried. The motorcycle’s load must be balanced as much as possible.
- F. Modifications – Any modifications to the motorcycle, including the installation or removal of auxiliary equipment, must be approved by the Director of the Bureau of Support Services through the Division Motorcycle Coordinator.
- G. Crash Scenes – The motorcycle is an ideal tool for responding to crashes or other situations that could bring traffic to a halt. A motorcycle may be the only vehicle that can reach the scene quickly. When other units arrive at or are already at the crash scene, the Division motorcycle should be parked in a location that creates no additional hazard.
- H. Pursuit – Whenever possible, Division motorcycle operators should avoid becoming involved in an existing pursuit/eluding situation as defined in Policy & Procedure 3-9, Pursuit Operations. If a Division motorcycle operator becomes involved in a pursuit, he/she shall turn the pursuit over to other police units as soon as reasonable.

III. REFERENCES

DSP Policy and Procedure 3-9, Pursuit Operations