

	Operational General Order	10.01 Department Vehicles	PAGE 1 OF 17
	SUBJECT		EFFECTIVE DATE
	<b>Virginia Beach Police Department General Order</b> <b>Chapter 10 – Vehicle Policies</b>		<b>12/10/2019</b>
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ALL			
BY THE AUTHORITY OF THE CHIEF OF POLICE:		<i>James A. Coonan</i>	

## Purpose

To establish parameters regarding the use of Department Vehicles.

## Definitions

**Emergency Equipment** – lights and sirens as defined by the Code of Virginia.

## Policy (CALEA 41.3.1, 41.3.3)

The Virginia Beach Police Department utilizes a large number of vehicles and specialty equipment; in accordance with the City of Virginia Beach Administrative Directive 5.01 (Fleet Asset Operation.) Department vehicles shall be used only for official business and shall be operated only by persons specifically authorized and trained to operate such vehicles.

Only police vehicles equipped with operational emergency lights and siren will be utilized as emergency response vehicles and for general patrol purposes. All personnel shall wear seat belts when operating any Department vehicle, unless said vehicle is exempt from such laws. All passengers, including prisoners, shall utilize restraint devices unless the vehicle is exempt from such laws. The use of alcohol or illegal drugs while operating a city vehicle is prohibited and grounds for disciplinary action; furthermore, the possession of alcohol or illegal drugs, except in the lawful course of official duties or where a waiver has been granted in advance, is prohibited and grounds for disciplinary action.

Members are responsible for the care and proper operation of the vehicles entrusted to them. Each command is responsible for coordinating the routine maintenance, required inspections and necessary repairs for each vehicle assigned to the command. Additionally, each command is responsible for maintaining adequate inventories of supplies for replenishing the equipment required for the vehicles that are assigned and maintained by the command.

## Training

Members who are required to periodically operate Department vehicles are required to successfully complete the Defensive Driving Course offered by the City of Virginia Beach Department of Human Resources.

Sworn members who operate vehicles equipped with emergency equipment shall successfully complete driver's training conducted by Professional Development and Training during the Virginia Beach Police Academy, and periodically during in-service training sessions.

Professional Development and Training shall be responsible for properly documenting any training provided to members of the Department in the operation of vehicles, or specialized equipment.

## Vehicle Inspections

A vehicle checklist (PD-131) shall be maintained **on each pool vehicle**. (PD-131's are not required for dedicated vehicles.) Also included is an auto diagram for indicating the location of damages, i.e., dents, scrapes, etc. This record will be kept in the equipment room when not in use. Using the vehicle checklist, the procedure which **MUST BE ADHERED TO BY OPERATORS OF POOL VEHICLES** shall be as follows:

Prior to tour of duty:

The vehicle's interior and exterior shall be inspected for any damages not shown on the auto diagram sheet. If any such damages are found, the operator shall bring them to the attention of the duty supervisor immediately. The operator will then indicate the location of such damages, the date and the supervisor notified on the auto diagram sheet. The operator shall place their code number on the P.D.-131 in the block corresponding to his shift assignment at the start of the shift.

Prior to concluding tour of duty:

To ensure the vehicle's safe and proper operating condition, **EACH CATEGORY** on the vehicle checklist will be considered. Discrepancies shall be identified under "**REMARKS**" by referring to the item number on the checklist and describing the discrepancy as briefly as possible. **FAILURE TO MAKE NOTATION OF DAMAGES OR DISCREPANCIES** will subject the individual to **DISCIPLINARY ACTION**. Each item on the equipment list shall be examined for workability, location and content. Completing the vehicle inspection does not relieve the officer of all responsibility for the vehicle's condition. The officer should be alert to any equipment malfunction or failure during the tour of duty. The vehicle should also have a full tank of gas at the end of the shift and be ready for use by the next officer.

## Vehicle Marking

Unit markings will be consistent throughout the Department and all emergency equipment installed in each unit will meet standards set by the Commonwealth of Virginia. The Administrator of Automotive Services and the Chief of Police will approve and authorize all unit markings and emergency equipment.

## Vehicle Equipment (CALEA 41.3.2)

The Commanding Officer of each organizational component shall be afforded vehicles for use in accomplishing the mission of the agency. Each Commanding Officer is responsible for assigning or causing the assignment of vehicles to members for use during a given work shift, or in some cases on a twenty four hour basis. In order to ensure vehicles are properly equipped, the required equipment for each vehicle will be documented on a Vehicle Safety Check Sheet (PD-131). Additionally, each vehicle will contain a card conspicuously located within the passenger compartment or mounted in the trunk of the vehicle (if so equipped) listing the equipment that the vehicle is to contain. Members or officers assigned to use Department vehicles shall ensure that the equipment listed is contained in the vehicle prior to each use. Members or officers who note that equipment assigned to the vehicle is missing, or has been used on a previous shift, shall replace the equipment from supplies stored within the command prior to use.

## Mobile Computers

The Virginia Beach Police Department maintains a network of Mobile Computers that are generally installed in emergency response vehicles for the purpose of receiving calls for service, communication with

the E911 Emergency Communications Division, and for communication within the network. Personnel who have been trained in the proper use of the equipment, and are authorized as users in the system may operate Mobile Computers. Reference Guides are located at V:\Departments\Police\Departmental\Voice and Data Resources\MDTs.

### **In Car Camera Systems**

Procedures for the use of installed in-car camera systems are delineated in General Order 4.05 – Electronic Data Management.

### **Vehicles**

#### **Marked Patrol Vehicles (CALEA 41.3.2)**

The Department maintains a fleet of marked patrol vehicles equipped with emergency equipment and used as the primary response vehicle for first responders assigned to general patrol duties. Sworn officers and vehicle maintenance officers or designees may operate marked patrol vehicles.

Apart from the required emergency lights, safety equipment and communications equipment, at a minimum, each marked Patrol unit will have the following equipment immediately available:

1. Emergency Blanket
2. Crime Scene Tape
3. Fire Extinguisher
4. First Aid Kit
5. Flares

#### **Unmarked Patrol Vehicles (CALEA 41.3.2)**

Unmarked patrol vehicles are generally assigned to specialty units, supervisors, and follow-up emergency responders. All unmarked patrol vehicles meet the standards set forth in the Code of Virginia for emergency vehicles.

Apart from the required emergency lights, safety equipment and communications equipment, at a minimum, each unmarked Patrol unit will have the following equipment immediately available:

1. Emergency Blanket
2. Crime Scene Tape
3. Fire Extinguisher
4. First Aid Kit
5. Flares

#### **Marked Non Emergency Vehicles**

The Department maintains a number of marked vehicles that are not equipped with emergency equipment. These vehicles shall be operated in accordance with all existing traffic laws. Marked non emergency vehicles are generally utilized by ancillary members performing functions in support of the agencies law enforcement efforts, or in some cases sworn members with missions relating to public relations or crime prevention.

Marked Non Emergency vehicles include the following:

- Forensic Services Vehicles
- Animal Control Vehicles
- Community Service Officer Vehicles
- Crime Solvers Vehicles
- Recruiting Vehicles
- Chaplain Program Vehicles

Marked non emergency vehicles shall be equipped in accordance with the functions performed by the operators. At a minimum, these vehicles will contain:

1. Emergency Blanket
2. Fire Extinguisher
3. First Aid Kit
4. Flares

### **Unmarked Non Emergency Vehicles**

Unmarked vehicles that do not meet the standards set forth in the Code of Virginia for emergency vehicles are intended to support the investigative and administrative functions of the Department. Unmarked non emergency vehicles shall be equipped in accordance with the function of the operators, and shall include at a minimum, the following:

1. Emergency Blanket
2. Fire Extinguisher
3. First Aid Kit
4. Flares

### **Undercover Vehicles**

Undercover vehicles are primarily assigned to specialty unit personnel. Commands utilizing undercover vehicles shall utilize these vehicles only for the furtherance of investigative functions. Undercover vehicles may be either standard vehicles or special purpose vehicles (i.e., surveillance platforms). Standard undercover vehicles shall have no emergency equipment installed and shall be inspected prior to any undercover operation to ensure that no identifiable City equipment is in the vehicle. Special purpose vehicles shall not contain emergency equipment and may only be operated by personnel assigned to or authorized by the commands that require the use of the vehicles.

### **Sport Utility Vehicles, Vans, and Trucks**

The Department utilizes vans and trucks, both marked and unmarked, for various purposes. These include, but are not limited to, Bomb Squad, Forensic Services, Motor Carrier Safety Unit, Special Investigations, Special Weapons and Tactics, and Property and Evidence. These vehicles may, or may not, meet the standards set forth in the Code of Virginia for emergency vehicles. It is imperative that operators determine if their assigned vehicle meets the standards set forth for an emergency vehicle and operate them in accordance with these parameters. Due to the law enforcement exemption, no special license is required to operate Department vehicles. The driver of any oversized department vehicle shall utilize caution when high wind and snow/ice conditions exist. Special concern should also be given to areas of travel that require limited sight such as backing or have low hanging objects, such as branches in residential neighborhoods.

Sport Utility Vehicles, Vans, and Trucks shall be equipped in accordance with the needs of the operator or unit that employs the use of the vehicle, and the requirements of this order dependent upon whether the vehicle is marked, unmarked, or equipped with emergency equipment. In order to promote consistency in the equipment carried in the various Sport Utility Vehicles, Vans, and Trucks used in the various commands, Appendix 1 contains the minimum requirements for equipment for these vehicles.

Officers operating any four wheel drive capable vehicle with 4x4 modes engaged and off highway, should be properly trained.

### **Buses**

The Department maintains buses for use in transporting groups of people for training and special events. Those assigned to operate buses shall possess a commercial driver's license and shall complete proper training in the care and operation of this vehicle. Buses shall be equipped based in accordance with the needs of the operator or unit that employs the use of the vehicle, and the requirements guidelines of this order regarding marked Non Emergency vehicles.

### **Special Purpose Vehicles (CALEA 41.1.3, 33.6.1)**

Special purpose units may, or may not, meet the standards set forth in the Code of Virginia for emergency vehicles. Sworn personnel may utilize only those vehicles equipped with emergency lights and siren as an emergency response vehicle. It is imperative that operators determine if their assigned vehicle meets the standards set forth for an emergency vehicle and operate them in accordance with these parameters. Generally, department members who have satisfied the basic training requirements for vehicle or emergency vehicle operation may operate specialty vehicles. Some specialty vehicles however, require licensing and training beyond that required for sedans or light trucks. When applicable, additional training or licensing requirements will be noted.

### **Mobile Command Vehicle (MCV)**

The Mobile Command Vehicle (MCV) is available to respond 24 hours a day for use as a command post for diverse scenarios, to include critical incidents and planned and unplanned events. This vehicle is a specialized vehicle that possesses communications and audio/video (AV) capabilities, to include monitoring of the department's Genetec camera federation. Special Operations is responsible for the MCV and maintains a list of authorized drivers and personnel who are trained and familiar with its setup, operation, and maintenance and only these personnel are authorized to do so. The Commanding Officer of Special Operations, or designee, is responsible for maintaining the inventory and condition of this vehicle. The MCV does not meet the standards set forth in the Code of Virginia for emergency vehicles and shall not be operated as an emergency vehicle. The operator should follow and obey all existing traffic laws and never drive the vehicle off road. The vehicle shall not be driven in excess of the posted speed limit.

The MCV shall have the following equipment available, other than the required lights, safety equipment and communications equipment:

1. Combination printer/copier/facsimile machine
2. Dry Erase Boards
3. Negotiations Paperwork
4. Bullhorn

## **Helicopter(s)**

The helicopters shall be utilized to support the patrol function by improving police response times, increasing patrol observation, and to increase officer and citizen safety during certain types of high-risk incidents. The commanding officer of Special Operations may approve special missions and utilizations of the helicopters. The helicopter is available to assist other City departments as needed. The Commanding Officer of Special Operations or designee is responsible for maintaining the inventory and condition of the police helicopter(s). The helicopter shall only be flown when Basic Visual Flight Rule is in effect; Visibility must be three (3) miles or more with a ceiling one thousand (1000) feet or more above ground level (AGL). All other times the pilot should use their discretion and the manufacturer's recommendation in determining if it is safe for patrol flight operations. When approaching controlled airspace the pilot shall obtain the proper clearance from the appropriate authority. Maintenance on police helicopter(s) shall be done by an FAA authorized mechanic. Only personnel assigned to the Aviation Unit with a current flight status are authorized to operate the department helicopter(s).

In order to maintain current flight status, a pilot must:

1. Possess a current FAA Second Class Medical Certificate.
2. Possess a Commercial Helicopter FAA Certificate.
3. Satisfactorily complete proficiency training of at least 350 flight hours in a Virginia Beach Police Department Helicopter 50 hours of nighttime flights.
4. Satisfactorily complete factory training for the make of helicopter to be flown as a patrol pilot. Currently both MD and Bell factory training.
5. Satisfactorily complete a quarterly check flight done by a Virginia Beach Police Department FAA certified flight instructor.
6. Satisfactorily complete an FAA Flight Review.

Each helicopter shall have the following equipment available, at a minimum, other than the required lights, safety equipment and communications equipment:

1. Personal Flotation Devices
2. Section Maps
3. Flight Manuals
4. Lumsticks
5. First Aid Kit
6. Flashlight
7. Emergency Blanket
8. Gunner's Belt

## **Bomb Squad Response Vehicle**

The Bomb Squad Response Vehicle is available to respond to all Bomb Squad related incidents 24 hours a day. The vehicle will support Bomb Squad operations by housing essential Bomb Squad equipment on board to assist in these types of incidents. It is also available to respond to all SWAT Hostage/Barricade incidents. The vehicle shall not participate in a vehicle pursuit at any time. The driver of the vehicle shall utilize caution when high wind and snow/ice conditions exist. Concern should also be given to areas of travel that require limited sight backing or have low hanging objects, such as branches in residential neighborhoods. This vehicle shall not be driven off road or through high water. Only officers who have received an operational briefing from the supervisor of the Bomb Squad and hold a Class B operators

license shall be permitted to operate this vehicle. That supervisor shall maintain a listing of the officers permitted to operate this vehicle. The supervisor of the Bomb Squad is responsible for coordinating all repairs and routine maintenance for this vehicle. The Bomb Squad Response Vehicle shall contain the following equipment at a minimum:

1. Emergency Blanket
2. Crime Scene Tape
3. Fire Extinguisher
4. First Aid Kit
5. Flares

### **Bomb Squad Response Van**

The Bomb Squad Response Van is available to respond to all Bomb Squad related incidents 24hours a day. The supervisor of the Bomb Squad will determine the incidents to which this vehicle will respond. The commanding officer of special operations may authorize this vehicle for specialty assignments such as static displays. The vehicle shall not participate in a vehicle pursuit at any time. The driver of the vehicle shall utilize caution when high wind and snow/ice conditions exist. Concern should also be given to areas of travel that require limited sight backing or have low hanging objects, such as branches in residential neighborhoods. This vehicle shall not be driven off road or through high water. Only officers assigned to the Bomb Squad who have received an operational briefing from the supervisor of the Bomb Squad shall be permitted to operate this vehicle. That supervisor shall maintain a listing of the officers permitted to operate this vehicle. The supervisor of the Bomb Squad is responsible for coordinating all repairs and routine maintenance for this vehicle. The Bomb Squad Response Van shall contain the following equipment at a minimum:

1. Emergency Blanket
2. Crime Scene Tape
3. Fire Extinguisher
4. First Aid Kit
5. Flares

## **Motorcycles**

### **Special Operations Patrol Motorcycles**

The Department maintains a fleet of marked Police motorcycles. The Department has begun transitioning from the Harley Davidson motorcycles to the BMW R1200 RT-P police motorcycle. The BMW R1200 RT-P and remaining Harley Davidson motorcycles are equipped to meet the standards set forth in the Code of Virginia for emergency vehicles. Motorcycles are used for the reduction of traffic deaths and injuries by the detection and apprehension of traffic law violators through the employment of accepted traffic enforcement practices, including the use of radar, LIDAR and selective enforcement. Additionally, motorcycles will be assigned to any area in our city where, due to traffic congestion, decreased visibility, and/or highway design, traffic laws cannot be effectively enforced by conventional police vehicles. While motorcycles will be used primarily for traffic-related functions, they may be used for specialized functions such as city permitted special events such as large scale road races and escorts, dignitary escorts, parades, and funeral escorts. Only personnel trained and certified in motorcycle operations are authorized to utilize these police motorcycles. If the motorcycle is involved in a pursuit, as a primary unit, it will terminate its participation once the pursuit is joined by another police vehicle, other than a police motorcycle. At no time will the motorcycle function as secondary vehicle in a vehicle pursuit. The operator of a Motorcycle will not transport passengers or prisoners at any time. Severe weather conditions may curtail the use of the

motorcycles. The final decision as to weather conditions rests with the individual rider and/or the unit supervisor. The Commanding Officer of Special Operations or designee is responsible for maintaining the inventory and condition of the all Special Operations police motorcycles.

Each Special Operations police motorcycle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. First Aid kit

### **Honda CB250 Motorcycles**

The Department maintains a fleet of Honda CB250 motorcycles. The Honda CB250 motorcycles are equipped with emergency lights only and therefore; do not meet the standards set forth in the Code of Virginia for emergency vehicles. The Honda CB250 motorcycle may not be used to respond under emergency conditions, nor may the Honda CB250 motorcycle be used in a vehicle pursuit. Honda CB250 motorcycles are primarily utilized in the oceanfront area of the city, but may be used in other areas where congestion or special events make their use necessary such as parades, or holiday gatherings at City parks. Only personnel trained and certified in motorcycle operations are authorized to utilize them. Severe weather conditions may curtail the use of the motorcycles. The final decision as to weather conditions rests with the individual rider and/or the unit supervisor. At no time will the operator of this vehicle initiate or participate in a vehicle pursuit as defined in General Order 10.04. The operator of a Motorcycle will not transport passengers or prisoners at any time. The Commanding Officer, or designee, of the organizational component to which Honda CB250 motorcycles are assigned are responsible for maintaining the inventory and condition of the motorcycles.

Each Honda CB250 motorcycle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. First Aid kit

### **Yamaha TW200**

The Department maintains a fleet of Yamaha TW200 motorcycles. The Yamaha TW200 motorcycles are equipped with emergency lights only and therefore; do not meet the standards set forth in the Code of Virginia for emergency vehicles. The Yamaha TW200 motorcycle may not be used to respond under emergency conditions, nor may the Yamaha TW200 motorcycle be used in a vehicle pursuit. Yamaha TW200 motorcycles are primarily utilized in the oceanfront area of the city, but may be used in other areas where congestion or special events make their use necessary such as parades, or holiday gatherings at City parks. Only personnel trained and certified in motorcycle operations are authorized to utilize them. Severe weather conditions may curtail the use of the motorcycles. The final decision as to weather conditions rests with the individual rider and/or the unit supervisor. At no time will the operator of this vehicle initiate or participate in a vehicle pursuit as defined in General Order 10.04. The operator of a Motorcycle will not transport passengers or prisoners at any time. The Commanding Officer, or designee, of the organizational component to which Yamaha TW200 motorcycles are assigned are responsible for maintaining the inventory and condition of the motorcycles.

Each Yamaha TW200 motorcycle shall have the following equipment available, at a minimum, other than the required emergency lights, safety equipment and communications equipment.

1. First Aid kit

## **Trailers**

The Department has several light trailers available to respond to specialized functions and natural or man-made incidents. The Department also has trailers designed for moving watercraft over land, and for the transportation of horses. Trailers are to be towed only by vehicles equipped with the proper tow hitches and capable of pulling the trailer and its cargo. The operator of the vehicle towing these trailers shall never drive in excess of the posted speed limit and never in an emergency manner. Personnel shall not attempt to tow these trailers until they have received an operational briefing by qualified personnel. The Commanding Officer, or designee, of the organizational component to which a trailer is assigned, is responsible for its maintenance.

## **Mobile Observation Tower**

The Mobile Observation Tower (MOT) provides an elevated platform which can be staffed by an officer and utilizes surveillance cameras and a public addresses system for monitoring special events for enhanced crowd management. The MOT is affixed to a trailer and can easily be transported and deployed throughout the city. The power source for the system is a standalone generator capable of sustaining power over multiple operational periods. The MOT will elevate to over 25 feet providing the officer and/or camera system an overhead vantage point capable of line of sight surveillance over a large distance. The MOT may be used for a variety of operations to include traffic control, crowd management, and crime deterrence.

There are no special licensing requirements or certifications to operate this equipment; however, designated officers will receive specialized training in the operation and maintenance of the towers. No officer will be permitted to work from the tower unless they have completed the required training. The Commanding Officer of Special Operations, or designee, is responsible for maintaining the approved user list. The Special Operations Command Administrative Sergeant will be responsible for the maintenance and condition of the Mobile Observation Towers.

Any requested use of the tower must be approved in advance by the Commanding Officer of Special Operations. The request must include the intended use of the tower, the specific location of deployment and any operational plans associated with an event. Due to the weight of the MOT's the city garage has identified a limited number of Special Operations vehicles that are authorized to tow the trailers. Any deployment or movement of the MOT's must be coordinated with Special Operations.

The Mobile Observation Tower shall have the following equipment, at a minimum:

1. Fire Extinguisher
2. Four traffic cones
3. First Aid Kit

## **All Terrain Vehicles (ATV's)**

All Terrain Vehicles (ATVs) are not equipped with emergency equipment as defined by the Code of Virginia, and are utilized by the Department to extend law enforcement efforts to beaches, sand dunes, boardwalks/bike paths, park areas, and other designated areas where conventional police vehicles are not

suited for travel. The commanding officer of the bureau/precinct in which the ATV's are operated is responsible for establishing those designated areas (beats) to be patrolled. Only personnel trained and certified in their operation are authorized to utilize the ATV's. Operators shall wear the proper safety equipment (DOT Approved helmet, shield or safety glasses, and traffic vest when appropriate) when operating the ATV. The Vehicle shall not be operated in excess of 30 mph with the heightened due regard for safety unless clearly exigent circumstances exist. Officers shall not conduct a traffic stop while operating an ATV. Prisoners shall not be transported on an ATV. No ATV's shall become involved in a vehicular pursuit. ATV's are primarily to be used off-road. The Commanding Officer, or designee, of the organizational component to which an ATV is assigned, is responsible for maintaining the inventory and condition of this vehicle.

All-terrain vehicles shall carry the following equipment, at a minimum:

1. Blanket
2. First Aid Kit
3. Fire Extinguisher
4. Throwable Rescue device

### **Utility Task Vehicle (UTV)**

The UTV, also known as a side by side or a Recreational Off-Highway Vehicle (ROHV), is a small 2-6 person four-wheel drive off-road vehicle. UTVs have an open cabin area and passenger restraints but are not equipped with emergency equipment as defined by the Code of Virginia. UTV's are to be utilized by the Department to extend law enforcement efforts to beaches, sand dunes, boardwalks/bike paths, park areas, and other designated areas where conventional police vehicles are not suited for travel. The commanding officer of the bureau/precinct in which the UTV's are operated is responsible for establishing those designated areas (beats) to be patrolled. The Vehicle shall not be operated in excess of 30mph and officers shall not conduct a traffic stop while operating a UTV. Prisoners may only be transported a short distance on a UTV if no other means can be utilized in the given area. No UTV's shall become involved in a vehicular pursuit. UTV's are primarily to be used off-road or during special events such as races and parades, and only at low speeds. The Commanding Officer, or designee, of the organizational component to which a UTV is assigned, is responsible for maintaining the inventory and condition of this vehicle as well as ensuring all officers are properly trained before operating the vehicle in an official capacity.

Utility Task vehicles shall carry the following equipment, at a minimum:

1. First Aid Kit
- 2, Fire Extinguisher

### **Bicycles**

Bicycle operations provide a versatile means of patrolling certain areas of the city that are not accessible when operating a police vehicle. Bicycle operations will also perpetuate a better exchange of information between the Department and citizens since they are more accessible on bicycles than in vehicles. The Bicycle Patrol will operate under the direction of the precinct commander or his designee. Members of the Bicycle Patrol may respond to all calls for service and may be involved in selective enforcement and planned patrol, as appropriate. The Bicycle Patrol should not be used during inclement weather, unless the officers are furnished with the proper apparel and equipment. The bicycle shall not be operated unless the officer is wearing the appropriate headgear, eyewear, and body armor. The operator of a bicycle will not transport passengers or prisoners at any time. Bicycles will be operated in compliance with all general traffic laws when operated on city streets and roads. Only officers who have completed Bicycle Patrol

training are allowed to utilize a bicycle. Officers selected for the Bicycle Patrol will be required to attend and successfully complete a Department recognized on/off road bicycle training course. This course must meet the standards set by the Department of Criminal Justice Services (DCJS). Reflective clothing should be worn when appropriate. The Commanding Officer, or designee, of the organizational component to which a bicycle is assigned, is responsible for maintaining the inventory and condition of this vehicle. Bicycles will be equipped with the following minimum accessories:

1. Lock
2. Rear flashing light, headlight, blue lights (if available), and battery pack
3. Luggage rack with utility bag
4. Kick stand, bar-ends, pedal retention devices

### **Marine Patrol**

The Department operates a number of specialty vehicles (trucks, trailers, and boats) in an effort to provide complete police services to boating enthusiasts. These services shall include boater education, enforcement of the maritime laws, and investigation of all non-commercial maritime accidents and incidents occurring within the city's jurisdiction. Marine Patrol units shall identify any underwater obstructions and/or other hazards to navigation while performing routine duties. These shall be immediately passed on to the U.S. Coast Guard with a request they be broadcast over Marine VHF radio and included in the next published Notice To Mariners. All vessels shall carry all equipment required by the U.S. Coast Guard. Only officers who have satisfactorily completed Marine Patrol training are allowed to operate a marine vessel. Within 2 years of being assigned to the unit, all Boat Operators shall be required to complete the OUPV (Operator Un-inspected Passenger Vessel) Captain's Course and certify as a U.S. Merchant Marine Officer or obtain a Captain's License via the U.S. Coast Guard. The Marine Patrol unit supervisor is responsible for assigning areas of operation as well as the personnel to operate the units. Since adverse weather and sea conditions greatly affect the operation of marine units, the operator shall have the discretion in determining if it is safe to respond to calls for service. The operator of the boat shall not cross an established military security zone surrounding military bases and ships unless permission is granted by the appropriate military command. The Marine Patrol Unit supervisor is responsible for maintaining the inventory and condition of Marine Patrol vehicles.

All Marine Patrol boats shall carry the following equipment, at a minimum:

1. United States Coast Guard (U.S.C.G.) approved Fire Extinguisher
2. U.S.C.G. approved Signal Flares
3. U.S.C.G. approved Personal Flootation Devices
4. U.S.C.G. approved TYPE V Throwable Rescue Device
5. U.S.C.G. approved sound device

Additionally, Marine Patrol boats over 20 feet shall also carry the following equipment:

6. Automatic External Defibrillator (AED)
7. Emergency Blanket
8. Boat Hook
9. Crime Scene Tape
10. First Aid Kit

### **Mounted Patrol (Horses) (CALEA 41.1.4)**

The Mounted Patrol Unit shall be under the command of Special Operations. The unit will be maintained fully operational on a year-round basis. Its primary function is to serve as a support unit assisting with the

maintenance of public order and providing a police presence. The two major reasons for deploying a Mounted Patrol Unit are (1) its unique patrol support capabilities and (2) public relations/visibility. The mounted officer has an advantage over other patrolling officers in that the officer is situated approximately ten feet above ground level and thus has a far greater range of visibility and observation. In terms of public relations, the horse and rider provide an excellent medium for contact between the City's residents, tourists, and the Police Department. At no time will any horse be left unattended except when it is placed in a stall, trailer or secured area at the department's mounted facility. At no time will the horse become involved in a vehicle pursuit as defined in General Order 10.04. In adverse weather conditions, such as extreme heat and rain, it shall be the discretion of the Mounted Patrol supervisor or designee to determine if the horses will be utilized. No Mounted Patrol Unit will be used outside the city limits of Virginia Beach for any reason without prior approval of the Commanding Officer of Special Operations or designee. Prior to assuming street duties each mounted officer must satisfactorily complete the Basic Mounted Patrol Training Academy. Minimum standards and course curriculum shall be maintained by Professional Development and Training. The supervisor of the mounted Patrol Unit is responsible for maintaining the condition of the horses and necessary equipment.

Mounted Patrol officers must carry the following equipment:

1. English Saddle with irons and flashlight holder
2. Saddle pad with housing
3. English Bridle with bit and rosettes
4. Breast Plate with Police Badge
5. Leather Girth
6. Four leg reflectors
7. Breast Plate Reflector
8. Saddle Bags

#### **Lenco Armored Vehicle (Bearcat)**

The Bearcat is a four-wheel drive unmarked armored personnel carrier equipped with emergency lights and siren. The Bearcat is a specialized vehicle that is available to respond to extremely dangerous situations twenty-four hours a day. The Bearcat will act as an armored personnel carrier to assist in the safe deployment and retrieval of personnel and equipment in extreme environments. [REDACTED]. This vehicle shall not be utilized for routine patrol and the operators will not initiate traffic stops utilizing the vehicle. This vehicle will only be operated by officers assigned to the SWAT team that have been given an operational briefing by a SWAT Team supervisor. This operational briefing will include but is not limited to the use of the electronic devices to include; the Thermal Imaging camera, internal camera monitors, remote controlled spotlight and the external winch. A supervisor of the SWAT Team will maintain a list of the officers approved to operate the vehicle. A supervisor of the SWAT Team or designee is responsible for maintaining the inventory and condition of this vehicle.

The Armored vehicle shall have the following equipment, at a minimum:

1. Emergency Blanket
2. Fire Extinguisher
3. First Aid Kit
4. Trauma Kit
5. Flares

#### **High Risk Protection Vehicle (HRPV)**

The Caiman HRPV is an all-terrain marked armored personnel carrier equipped with emergency lights and siren. The Caiman HRPV is a specialized vehicle that is available to respond to extremely dangerous situations twenty-four hours a day issued to our Department through the Federal Defense Logistics Agency, 1033 Program. The vehicle is a modified Mine Resistant Ambush Protected (MRAP) vehicle, modified for civilian law enforcement use. The Caiman HRPV will act as an armored personnel carrier to assist in the safe deployment and retrieval of personnel and equipment in extreme environments beyond the capacity or outside of the capabilities of the Lenco Bearcat Vehicle.

████████████████████ This vehicle shall not be utilized for routine patrol and the operators will not initiate traffic stops utilizing the vehicle. This vehicle will only be operated by officers assigned to the SWAT team that have received specialized training in the operation and safe utilization of the Caiman HRPV. Department Caiman HRPV instructors will provide vehicle specific training to select operators of the vehicle. The lesson plans for this vehicle specific training will be kept on file by the Professional Development and Training Division as mandated by our Department and the issuing Government Agency. Mandated training will also include the City's Large Vehicle, High Center of Gravity (HCOG), training the successful completion of which will also be documented and kept on file pursuant to these guidelines. A supervisor of the SWAT Team will maintain a list of the officers approved to operate the vehicle. A supervisor of the SWAT Team or designee is responsible for maintaining the inventory and condition of this vehicle.

The Armored vehicle shall have the following equipment, at a minimum:

1. Emergency Blanket
2. Fire Extinguisher
3. First Aid Kit
4. Trauma Kit
5. Flares

### **Dive Team Response Vehicle (DRV)**

The Dive Team Response Vehicle (DRV) is a marked personnel carrier that is outfitted with emergency lights and an emergency siren. The vehicle is assigned to the Marine Patrol/Dive Team and is designed for the transportation and deployment of Marine Patrol/Dive Team Members. It will be utilized as a Dive Team Command Center. Examples of uses are; for Dive Team briefing and debriefing, as a climate controlled dressing area for divers, a storage area for portable dive equipment, to include, Didson Diver Held Sonar, Marine Sonic Towed Array Side Scan Sonar, and storage for a number of other items needed to safely conduct Public Safety Dive Operations.. It is available 24 hours a day and will be deployed when the Marine Patrol supervisor determines it is needed. Only selected members of the Marine Patrol/Dive Team and selected other Special Operations personnel who have received an operational briefing from the Marine Patrol/Dive Team supervisor will operate this vehicle. The Marine Patrol/Dive Team supervisor will maintain a list of the persons qualified to operate the vehicle. Caution should be utilized when operating this vehicle in high wind and inclement weather conditions. At no time will the operator of this vehicle initiate a traffic stop during its use. This vehicle will not be utilized to initiate or participate in a vehicle pursuit. The Marine Patrol/Dive Team supervisor or designee is responsible for maintaining the inventory and condition of this vehicle.

The Mobile Transport Vehicle shall have the following equipment, at a minimum:

1. First Aid kit
2. Fire Extinguisher
3. Flares

4. Trauma Kit
5. Emergency Blanket

### **Crisis Negotiations Team (CNT) vehicle**

The Crisis Negotiations Team (CNT) vehicle is available to respond 24 hours a day to incidents such as hostage/barricade situations and situations involving persons in crisis. This vehicle is an extremely specialized vehicle that contains a significant amount of distinctive equipment utilized in crisis negotiations. Special Operations is responsible for the CNT vehicle and only personnel assigned to Special Operations are authorized to operate this vehicle. There are no special licensing requirements or certifications to operate the vehicle. However, there are several designated officers who receive specific training in the operation and maintenance of the vehicle. The Commanding Officer of Special Operations, or designee, is responsible for maintaining the inventory and condition of this vehicle. The CNT vehicle is equipped with emergency lights and sirens but the nature and design of this vehicle necessitates caution when operating in emergency mode. Ideally, the operator should follow and obey all existing traffic laws and never drive the vehicle off road, as well as not drive substantially over the posted speed limit.

Other than the required lights, safety equipment and communications equipment, the CNT vehicle will include, but not be limited to, the following equipment:

1. Negotiations Phone System
2. Negotiations Cell Phone
3. Repeater / Bullhorn system
4. Negotiations paperwork
5. Dry Erase Boards

### **Canine (K-9) (CALEA 41.1 4)**

Police canine teams support the patrol and investigative functions of the Department by assisting in conducting searches, and tracking and apprehending suspects. A police canine team shall consist of a canine trained handler and a certified canine trained police dog. The Commanding Officer of Special Operations, or designee, is responsible for maintaining the inventory and condition of police K-9's, K-9 vehicles and associated equipment. While performing patrol duties each canine team must have at least the following equipment:

1. Leash
2. Collar; leather, chain, and/or electronic

Canine vehicles shall be equipped in accordance with the needs of the operator or unit that employs the use of the vehicle, and the requirements guidelines of this order dependent upon whether the vehicle is marked or unmarked or equipped with emergency equipment. In addition, each unit must contain the following equipment:

1. K-9 Kennel
2. Interior temperature alarm

3. Interior locking storage compartments sufficient to secure tactical equipment, patrol rifles, and other regulated devices carried by K9 handlers.

### **Appendix 1**

For the purpose of standardizing required equipment in certain types of patrol vehicles across the Department, the following lists the minimum equipment requirements for the listed vehicles:

The Commanding Officer, or designee, of the organizational component to which the following vehicles are assigned, is responsible for maintaining the inventory and condition of each vehicle.

#### **Precinct Command Vehicles**

Each Precinct Command vehicle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. Emergency Blanket
2. Crime Scene Tape
3. Fire Extinguisher
4. First Aid Kit
5. Flares
6. Dry Erase Boards
7. Ballistic Shield(s)
8. Ballistic helmet(s)
9. Ballistic vest(s)
10. Flex cuffs
11. Latex Gloves
12. MK-9 OC Dispenser
13. 37 MM Gas launcher
14. CS Gas projectiles
15. OC Gas projectiles
16. Smoke canisters
17. School Response Plans
18. Battering Ram
19. Halligan Tool
20. Portable Light(s)
21. Extension cord(s)

#### **Fatal Crash Team Command Vehicle**

The Fatal Crash Team Command Vehicle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. Total Station
2. Crash Data Retrieval Unit
3. 1500 Watt power inverter
4. Flood lights
5. Extension cords
6. Evidence markers

### **Motor Carrier Safety Unit (MCSU) Vehicles**

The Motor Carrier Safety Unit (MCSU) Vehicle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. Automatic External Defibrillator (AED)
2. Cellular Telephone
3. CB radio
4. Digital Camera
5. DC Power Inverter
6. Combination printer/copier/facsimile machine
7. Weight scales
8. Wheel chocks
9. Traffic Cones
10. Marking Paint

### **Dive Team Vehicles**

Each Dive Team vehicle shall have the following equipment available, at a minimum, other than the required emergency lights, siren, safety equipment and communications equipment:

1. Automatic External Defibrillator (AED)
2. Wet or dry suits for 1 officer
3. Masks for 1 officer
4. Buoyancy Compensators (BC) for 1 diver
5. Swim Fins for 1 officer
6. Dive hood for 1 officer
7. Dive Knives for 1 officer
8. Dive lights for 1 officer
9. Strobe lights for 1 officer
10. Gloves for 1 officer
11. Thermal underwear for 1 officer
12. Polar Fleece jackets for 1 officer
13. Wet bags for 1 officer
14. Weight belts for 1 officer
15. Two additional dive tanks

### **Forensic Services Vehicles**

Each Forensic Services vehicle shall have the following equipment available, at a minimum, other than the required lights, safety equipment and communications equipment:

1. Fire Extinguisher
2. First Aid Kit
3. Personal Protective Equipment
4. Biohazard Disposal bags
5. Evidence Packaging supplies
6. Evidence Collection Kit
7. Measuring tape
8. Alternative Light Source
9. Flares

### **Traffic Safety Checkpoint Trailer**

The Traffic Safety Checkpoint shall have the following equipment in it at a minimum:

1. Auxiliary Power generator
2. Flood Lights
3. Extension cords
4. Flares
5. Traffic cones
6. Traffic information signs
7. "Reflecto-Lite" Triangles
8. Traffic Direction wands
9. Reflectorized traffic vests

### **Disaster Preparedness Trailers**

The Disaster Preparedness Trailers shall have the following equipment available, at a minimum:

1. Auxiliary Power generator
2. Flood Lights
3. Extension cords
4. Flares
5. Traffic cones
6. Chain Saw
7. Protective Chaps
8. Protective Eyewear
9. Hearing Protection
10. Gloves