

TITLE: TRAFFIC/MOTORCYCLE UNIT**CODIFIED: 101.1****EFFECTIVE: 5/10/21****RESCINDS/AMENDS:****PAGES: 5****PURPOSE**

The purpose of this directive is to establish procedures for the utilization and application of motorcycle unit team members and to establish criteria for their selection and training.

DISCUSSION

In addition to routine traffic enforcement and the response to motor vehicle crashes, the motorcycle officer provides a unique element to Support Operations. Motor Patrol provides a tactical alternative in addressing criminal activity and accomplishing the mission of the Department.

POLICY

It is the policy of the Santa Fe Police Department to maintain a highly flexible motorcycle patrol team to provide a swift and agile traffic vehicle with the purpose of traffic enforcement, dignitary protection, special events, and public safety escorts.

PROCEDURE**DEPLOYMENT****GOAL**

101.1.01 To provide a highly proficient Motor Patrol capable of enforcing traffic laws and regulations, respond to motor vehicle crashes, calls for services and other situations.

OBJECTIVE

101.1.02 The Motorcycle Officer will have the primary responsibility of responding and attending to traffic related issues, and provide the department with advanced knowledge and experience in those areas.

A. Full time Motorcycle Officers are selected and

assigned to the Traffic Unit within the Support Operations Division. Their responsibilities include but are not limited to:

1. Motorcycle Officers will be required to respond to and handle motor vehicle crashes during their shift.
2. Motorcycle Officers will be required to enforce all traffic laws during their shift and conduct traffic stops in identified areas as designated by the unit commander, in an effort to reduce the number of motor vehicle crashes.
3. Motorcycle Officers will have the responsibility to thoroughly investigate and document motor vehicle crashes and collect the necessary data to identify problem areas.
4. Motorcycle Officers will be assigned for a one week rotation of on-call during the month and be required to respond to motor vehicle fatalities and great bodily injury crashes. They will assume the role of primary investigator of the crash and conduct a comprehensive investigation.
5. Motorcycle Officers will be responsible for making positive citizen contacts in their area of patrol and maintain high visibility within the city of Santa Fe.
6. Motorcycle Officers will be responsible for maintaining their Motorcycle in good working order and ensure all necessary maintenance is complete as scheduled or as needed. They will turn in all pertinent documentation relating to the maintenance/repairs to the Motorcycle Unit commander.
7. Motorcycle Officers will be responsible for all arrests they make and will ensure all paperwork is completed for transporting officers prior to their arrival.
8. Motorcycle Officers will assist with special events, parades, escorts of dignitaries, funeral possessions, and wide or oversized loads, within the city to prevent the major disruption of traffic and maximize traffic, pedestrian and participant safety.
9. Motorcycle Officers may patrol the walking trails and the open space area within the city limits enforcing all pertinent laws and promoting a safe environment for citizens.

10. Motorcycle Officers will be required to assist with various other tasks associated with the enforcement of traffic laws and the promotion of traffic safety within the City of Santa Fe. These duties may include but are not limited to: deployment of traffic monitoring equipment, traffic calming devices and conducting in-person traffic monitoring assignments.
- B.** The Auxiliary Motorcycle Officer is selected and assigned to assist the Motorcycle Unit with various assignments and duties, in addition to supplementing patrol by responding to calls for service on a motorcycle. Auxiliary Motorcycle Officers maintain their primary responsibility of assignment and treat motorcycle operations as a collateral duty. Their responsibilities include but are not limited to:
1. Auxiliary Motorcycle Officers may be utilized for special assignments. i.e.: Fiestas, Markets, parades, Community Days, etc.
 2. Utilization of the motorcycle by the Auxiliary Motorcycle Officer during their regular work day will be at the direction of their Patrol Team Commander.
 3. Auxiliary Motorcycle Officers will have their motorcycle readily available to them during their work hours.
 4. Auxiliary Motorcycle Officers will be responsible for making positive citizen contacts in their area of patrol and maintain a high visibility within their area assignments.
 5. Auxiliary Motorcycle Officers will be responsible for maintaining their Motorcycle in good working order and ensure all necessary maintenance is complete as scheduled or as needed. They will turn in all pertinent documentation relating to the maintenance/repairs to the Motorcycle Unit commander.
- C.** Auxiliary Traffic Investigation Team members will be selected to assist full time Motorcycle Officers with the investigation of fatal crashes and crashes involving great bodily harm.
1. Auxiliary Traffic Investigation Team members will be assigned for a one week

rotation of on-call during the month and be required to respond to motor vehicle fatalities and great bodily injury crashes to assist primary Motorcycle Officers on scene.

2. Auxiliary Traffic Investigation Team members will be responsible for completing thorough, accurate supplemental reports related to all crash investigations and the processing and collecting of evidence as directed by the primary Motorcycle Officer.
3. Auxiliary Traffic Investigation Team members will receive specialty training in the area of traffic crash investigation and traffic law enforcement.

OPERATION OF POLICE MOTORCYCLES

101.1.03 The safe and responsible operation of Police Motorcycles will be the top priority of Motorcycle and Auxiliary Motorcycle Officers.

- A.** Motorcycles are not to be operated without the use of approved safety equipment. This equipment will be specifically designed for use during the operation of a motorcycle. This includes, but is not limited to:
 1. A properly secured motorcycle helmet,
 2. Gloves,
 3. Eye protection, and;
 4. Over the ankle boots.
- B.** Motorcycles will not be utilized during periods of inclement weather. This will be determined by the Motorcycle Unit Sergeant.
- C.** Motorcycles will not be used to carry passengers or transport prisoners.
- D.** Only commissioned officers currently on the Motorcycle Team or Auxiliary Motorcycle Team, with a motorcycle endorsement, and are certified through a recognized motorcycle course to operate a department motor.

SELECTION, QUALIFICATION, REMOVAL

GOAL

101.1.04 The Santa Fe Police Department will select and maintain personnel for Motorcycle Patrol

assignments, capable of achieving Department goals and objectives.

OBJECTIVES

101.1.05 The Santa Fe Police Department will select personnel utilizing a series of tests designed to measure physical strength, agility, character and dedication of the applicant.

SELECTION

101.1.06 The following criteria will be applied when selecting members of the Motorcycle Unit:

- A. All applicants must be a minimum rank of POII and not be on probationary status.
- B. Physical strength, agility and stamina will be measured by utilizing the following exercises.
 - 1. Applicant must be able to upright a department motorcycle while it's lying on its side as demonstrated by an instructor.
 - 2. Applicant must be able to push a motorcycle from a stopped position for a predetermined distance.
 - 3. Applicant must be able to stand over the motorcycle while it is in an upright position and have at least the balls of both feet touch the ground.
- C. An oral exam conducted by a panel of at least three (3) personnel will be used to determine general knowledge of motorcycle use, age, safety, familiarization of traffic laws, department policy and general aptitude. A minimum qualifying score will be placed on all candidates. Applicants will be ranked according to their respective score.
- D. The suitability of the applicant will be measured by utilizing the following means:
 - 1. Review of departmental personnel file to ensure strict compliance of departmental Directives, Personnel Rules and Regulations and compliance with City Ordinances and State and Federal Statutes.
 - 2. Interview with Command Officer(s) directly responsible for the supervision of the applicant. Ascertain the applicant's attitude, work ethic, work product and loyalty/dedication to their assignment and department.

3. Review of applicant's driving record and driving history.

E. Upon completion of the aforementioned selection process, the Motorcycle Unit Commander will review the results of the selection process with the City Human Resources Department for each applicant. A formal list of eligible candidates will be forwarded to the Office of the Chief of Police requesting approval for the candidate having the highest cumulative score, to be placed on the team. In cases where more than one opening in the unit exists, selection will be made based on numerical ranking.

F. Qualification upon selection.

- 1. Upon selection as a Motorcycle Officer/Auxiliary Motorcycle Officer, he/she must show proof of, or obtain, his/her motorcycle endorsement.
- 2. The officer will be required to successfully complete a Motorcycle Training Course.
 - a. If the officer fails to pass the initial training, the officer may be granted up to, but not to exceed, three (3) days thereafter to pass the practical riding test.

If the candidate still cannot pass the practical riding test he will be released from the Motorcycle/Auxiliary Unit. REMOVAL

101.1.07 Removal or suspension from the team will be the decision of the Chief of Police. Reasons for removal/suspension from the team include, but are not limited to:

- A. Failure to attend special assignments,
- B. Failure to attend training unless excused,
- C. Failure to pass a certification or re-certification course,
- D. Failure to maintain a motorcycle endorsement,
- E. Failure to meet unit duties and responsibilities.
- F. Involved in preventable accidents.

TRAINING

GOAL

101.1.08 The Santa Fe Police Department Motorcycle Patrol will train and maintain professional, proficient and skilled law enforcement personnel capable of achieving department goals and objectives.

OBJECTIVE

101.1.09 The Santa Fe Police Department Motorcycle Patrol will train in the area of Motorcycle Patrol techniques, Motor vehicle crash investigation and documentation. They will be trained and equipped to respond to special assignments and calls for service on patrol.

METHOD

101.1.10 Motorcycle Officers require a high degree of professionalism and skill to operate a motor. Training will be held for Motorcycle Officers as directed by the Motorcycle Team Commander and/or the Support Operations Commander.

- A. All members of the Motorcycle Team will be required to conduct recertification training on a semiannual basis.
- B. Members, who do not pass the recertification course, will not be allowed to participate on assignments nor patrol on their assigned motorcycle, until recertification has been accomplished.
- C. Members who do not pass the recertification course have thirty (30) days to schedule an appointment with a certified instructor to retest.
- D. If the member fails to pass the re-certification course, the member will be recommended for removal from the Motorcycle/Traffic Unit by the Motorcycle Unit Commander.
- E. Members of the Motorcycle/Auxiliary Team will be afforded a minimum of IO hours a month to participate in motor operation training. Training will be conducted while on duty time. Topics of motor training include, but are not limited to:
 1. Practical motor skills (Cone patterns)

2. Team/pair riding
3. Arrest procedures
4. Emergency Response
5. Vehicle Approach
6. Vehicle Stops
7. On road/off road riding
8. Shooting from on and around the motorcycle
9. Escorts (funeral, presidential, etc.)

F. Motorcycle personnel will receive Advanced and Specialized training in the areas crash investigation and reconstruction.

UNIFORMS & EQUIPMENT

101.1.11 In addition to the uniform requirements set forth in Directive 88.1, all Motorcycles Unit Officers shall comply with the following uniform regulations:

- A. While on regularly patrol duties or on special assignment, the motor officer will wear either a class A or B uniform. Approved motorcycle breeches will be allowed to be worn with both the class A and B uniform.
- B. The motorcycle officer may wear a tactical uniform and/or training uniform when specified and designated by the Motorcycle Unit Commander.
- C. While on regular patrol duties or on special assignment, motorcycle officers shall wear motorcycle riding boots, whether in class A or B uniform. When wearing a tactical or training uniform, lace-up, over the ankle boots with a rubber sole will be worn.
- D. Motorcycle Officers may wear a skull cap or "doo rag" under their helmet. If a "doo rag" is used it shall not contain designs, insignia or markings that could be offensive to the public or represent the Santa Fe Police Department in negative manner. The "<lo rag" shall not be worn for a continuous period of time, after the helmet has been removed and while interacting with the public.
- E. Motorcycle Officers shall wear glasses that are safety approved with metal or plastic frames of a conservative style and color.

- F. Department of Transportation (DOT) certified and approved helmets are mandatory. Helmets shall be worn at all times with the chinstrap fastened when operating a police motorcycle. The helmet or chinstrap shall not be modified in a manner that compromises safety or voids the manufacturer ' s warranty.
- G. While in the performance of normal motorcycle patrol duties, or while on special assignment, the officer shall wear their department issued ballistic vest. During non-duty related assignments such as training or maintenance sessions, it will be the responsibility of the Motorcycle Unit Commander to specify the use of a tactical or under-the-clothing ballistic vest.

STAFFING

101.1.12 The full time Motorcycle Unit will consist of a designated number of sworn officers set by the Chief of Police or designee, which includes the Motorcycle Sergeant/Commander , who will maintain the standards set forth in this policy. The officers assigned to this unit will be flexible regarding staffing hours, able to accommodate special events or assignments.

- A. The Auxiliary Motorcycle Unit will consist of a designated number of sworn officers set by the Chief of Police or designee, who will assist with special functions as outlined in this policy.

DRAFTED (jgp) 05/16, Amended (djw) 2/21

APPROVED: _____


 ANDREW PADILLA
 Chief of Police

DATE: _____

5-10-21