

JACKSONVILLE POLICE DEPARTMENT

Policy: 16-6
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POLICE SEGWAY

PURPOSE: To provide our officers with guidelines for the use, management, and storage of the Police Segway's.

POLICY: It is the policy for the Jacksonville Police Department employees to operate the Police Segway in a safe and effective manner while observing all applicable traffic laws and common courtesy with regards to pedestrian traffic.

DEFINITIONS:

- I. **POLICE SEGWAY:** a two-wheeled, self-balancing, and electric powered transportation device that is able to turn in place and is designed to transport a single person for law enforcement purposes.
- II. **WIRELESS INFO-KEY CONTROLLER:** a detachable wireless device that controls the operation of the police Segway.

PROCEDURES:

- I. **OBJECTIVES**
 - A. To provide officers a safer, quicker mode of transportation when traveling on school grounds.
 - B. To enhance the safety and security of the school community.
 - C. To show an obvious police presence during community activities, the Police Segways will be used for other activities such as parades, city festivities, and other city events where the community gathers.
 - D. Additional Department employees will be trained to operate the Police Segways.
- II. **SELECTION AND TRAINING REQUIREMENTS**
 - A. Each employee selected for Police Segway Operator Training shall have successfully completed their Department annual physical examination.
 - B. Each employee selected to participate in Police Segway Operator Training shall successfully complete all training requirements established by the Jacksonville Police Department and be approved by the Chief of Police.
- III. **UNIFORM REQUIREMENTS**
 - A. Employees shall wear the uniform of the day:
 - B. Employees shall wear their uniform at all times while operating Police Segway with the current Department issued bicycle helmet with chinstrap securely fastened.
 - C. Employees shall wear some type of protective eyewear.
 - D. Employees shall wear Department issued visibility vest in low lighting conditions or Department issued outer garments which contain a retro-reflective material within the uniform, and worn in the same manner as the mountain bicycle uniform.

- E. Employees shall not wear sunglasses during periods of darkness or reduced visibility unless an exemption from this requirement is approved by the Department Physician due to an eye condition that requires tinted glasses.
- F. Employees shall carry their Department issued radio and carrying case.
 - 1. Radios equipped with a microphone may be worn attached to the Department issued belt along with the required shoulder strap.
 - 2. Radios shall not be attached to a Police Segway.
- G. The helmet and protective eyewear shall be maintained with the Police Segway at all times.

IV. OPERATIONAL REQUIREMENTS

- A. Prior to operating a Police Segway, the operator shall conduct a thorough inspection of the vehicle to ensure that all necessary equipment and lights are present and operational.
- B. Employees shall immediately report any damage or malfunction of the Police Segway or any equipment that is missing to their Supervisor. If their Supervisor is not available, an on-duty Supervisor shall be contacted.
- C. Any Police Segway that is malfunctioning or is not properly equipped shall not be placed in service.
- D. Employees shall operate the Police Segway properly and safely at all times, including:
 - 1. Keeping both hands on the handlebar except when operating the police radio or giving hand signals.
 - 2. Before dismounting, assessing the situation to determine the likely length of separation from the Police Segway and also activating the internal security system or using the issued locking mechanism.
 - 3. Employees shall not transport another person on the Police Segway.
 - 4. Employees shall not smoke while operating the Police Segway.
 - 5. Employees shall not operate the Police Segway on access highways and freeways, except in emergency situations when authorized to do so by a Supervisor and then only when exercising the greatest degree of caution.
- E. When making traffic stops, employees shall conduct the stop in the same safe and proper manner as a patrol officer. These stops are only permissible on private or city owned property.
 - 1. Employees shall not utilize the Police Segway as an emergency vehicle to engage in a vehicular pursuit or for blocking roadways.
 - 2. Employees shall assess the safety of the location of the stop and dismount as soon as practical to affect contact with the operator of the stopped vehicle.
- F. Employees assigned to a Police Segway who make a physical arrest shall call for a patrol unit to transport the arrestee. The employee shall then secure the Police Segway and go to the Department to process the prisoner.

V. GENERAL MAINTENANCE AND CARE

- A. Before and after each use, the Segway must be wiped down with a dry rag.
- B. Do not spray a Segway with water, especially when pressurized, to include that from a water hose which can damage electronic components and internal bearings.
- C. If water is needed to clean the Segway, use a damp cloth.
- D. At the completion of each shift, ensure that the motor and any attachments are free of debris and batteries are plugged in and charging.