

WATERTOWN POLICE DEPARTMENT GENERAL ORDER



**JOANNA W. VITEK
CHIEF OF POLICE**

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| Effective Date: July 1, 2006 | Rescinds: Amends: | Number: B-212 |
| Subject: Special Purpose Vehicles, 4W All Terrain Vehicle | | Re-evaluation Date: July 2009 |
| Distribution: ALL PERSONNEL | Related CALEA Standards: | |

This order consists of the following numbered sections:

1. Purpose
2. Policy
3. Definitions
4. Procedure
 - A. Vehicle Usage Objectives
 - B. Instructions, Conditions, and Usage of the Vehicle
 - C. Authorization for Use of the Vehicle
 - D. Qualifications and Training to Operate the Vehicle
 - E. Person or Position Responsible for Maintenance of the Vehicle
 - F. Authorized Equipment Stored in the Vehicle

1. PURPOSE

The purpose of this procedure is to establish guidelines for the operation of the above listed special purpose vehicle, belonging to the Watertown Police Department.

2. POLICY

It is the policy of the Watertown Police Department that all special purpose vehicles used in support of the law enforcement operation, be operated by qualified individuals within the scope of usage and duties for the vehicle, and that these vehicle will be maintained in a state of operational readiness at all times.

3. DEFINITIONS

SPECIAL PURPOSE VEHICLE ó A vehicle used because of consideration of weather, terrain. Or the need for inconspicuous appearance, quietness, storage requirements, special operational needs, and etc.

4. PROCEDURES

A. Vehicle Usage Objectives:

1. ATVø to be used in the incidents that require the type of maneuverability that all terrain vehicles offer
2. Search and Rescue
3. Off Road Surveillance
4. General Patrol

B. Instructions, Conditions, and Usage of the Vehicle

1. All operators must be trained in the operation of the ATVø.
2. The all terrain vehicles will be operated at all times in a prudent and safe manner and in compliance with the training provided by the instructor.
3. Must follow all traffic laws.

C. Authorization for Use of the Vehicle

1. Supervisors can authorize the use of the ATVø in situations, which require the need for such vehicles.

D. Qualifications and Training to Operate the Vehicle

1. An all terrain vehicle instructor who is appointed by the Watertown Police Department Chief of Police will conduct all training prior to usage.
2. Training Unit will keep all records.
3. All operators must be approved operators by the Training Unit.

E. Person or Position Responsible for Maintenance of the Vehicle

1. Assigned operator of each ATV is responsible for the safety check-out of the vehicle per manufacture requirements, prior to tour of duty.
 2. Any safety or maintenance issues will be called to the shift supervisor's attention immediately.
 3. Maintenance and repairs will be conducted only by authorized designees.
- F. Authorized Equipment Stored in the Vehicle
1. All equipment on ATV is portable ó i.e. Pack-sets, etc.
 2. Check pack-set inventory prior to tour of duty.

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