



Effective: 02/01/2013  
Last Reviewed: 12/16/2021

**CSU FULLERTON POLICE DEPARTMENT  
GENERAL ORDER NUMBER 4-12**

**POLICE MOTOR PROGRAM**

- SUBJECT:** Police Motor Program
- PURPOSE:** To explain the Department policy and procedure establishing guidelines for the police motor program and its motor officer(s).
- POLICY:** It is the policy of the Department to enforce state and local traffic laws, and promote driver safety through enforcement, education, and engineering. It is the primary objective of this program to utilize motor officers and take advantage of the motorcycle's maneuverability in enforcing traffic laws and providing police services to the community we serve. Police Motorcycles are considered "authorized emergency response vehicles" per California Vehicle Code 165.

**PROCEDURE:**

- I. Motor Officer Duties
- A. The motor officer is primarily a patrol officer utilizing a motorcycle for transportation and the enforcement of traffic laws. In addition to assigned patrol duties, the motor officer will provide general traffic enforcement, special traffic enforcement to problem areas where hazardous violations occur, traffic enforcement during special events, traffic collision investigations, and assist CSU Fullerton personnel with traffic-related issues.
  - B. The motor officer will typically represent the Department when a traffic expert is needed. Wherever possible, the motor officer will be assigned traffic responsibilities rather than being assigned a patrol beat.
  - C. Motor officers shall be assigned a police motorcycle and shall keep it in a high degree of cleanliness. They shall be responsible for minor maintenance such as safety points, chain lubrication, oil level, and tire pressure. [CALEA 41.1.3c]
  - D. Motor officers shall be available during events that may require their special skills or duties, which may include but are not limited to Spring/Fall semester traffic planning, traffic control/enforcement during commencement, dignitary motorcade escorts, specialized enforcement such as DUI checkpoints, large campus events, or other directed patrol issues as they relate to community relations and traffic safety.

- E. Officers assigned to motorcycle enforcement will work a 4/10 schedule. Motor officers may adjust schedules upon authorization from their supervisor. The purpose is to encourage motor officers to be flexible to address traffic safety issues on and around campus not associated with their normal shifts. This should maximize efficiency of the motor officers.
- F. A call-out for a motor officer will be requested through the on duty Watch Commander. In order to promote driver safety and allied agency support, the motor officer may represent the Department at large countywide events which require traffic control and our assistance has been formally requested.
- G. Officers operating a police motorcycle are generally discouraged from engaging or participating in any pursuit.
  - 1. Extreme circumstances may warrant participation or engage in a pursuit.
  - 2. Those situations that warrant participation should be documented in the officer's narrative or the pursuit report.
  - 3. Officers on police motorcycles involved in pursuit should be relieved as soon as other units become available.

## II. Selection and Training [CALEA 41.1.3b]

- A. Basic required qualifications, Officers selected for the motor program shall:
  - 1. Have completed probation with the Department.
  - 2. Possess a valid California Driver's License with an M-1 endorsement.
  - 3. Satisfactory completion of a POST approved motor academy.
- B. Appointment to Motor Officer
  - 1. Interested applicants shall submit a memorandum of interest to the Command Staff when open positions are posted. A recommendation from their supervisor is encouraged.
  - 2. Successfully complete the motor program's selection process. The final appointment is at the discretion of the Chief of Police.
  - 3. Upon selection, the candidate shall successfully complete pre-motor training and a POST-approved motor academy.
  - 4. After the motor academy, the motor officer shall complete a training phase, being a minimum of six weeks, with the senior motor officer or his designee from within the department.

5. The motor officer will be assigned to the program for a term of 5 years, beginning from the date of graduation from the POST motor academy.
6. The motor officer may request a 2-year extension after the end of the 5-year term. Additional years thereafter are at the discretion of the Chief of Police.
7. The motor officer will receive a \$300 per month stipend.
8. Due to the specific skill set required of the motor officer, the Department shall provide the motor officer additional POST training related to their motor duties, which may include but are not limited to:
  - a) RADAR/LIDAR training
  - b) DUI & 11550 H&S training
  - c) PAS & Intoximeter training
  - d) POST recommended motor update/in-service training
  - e) Intermediate and Advanced collision investigation training
  - f) Drug Recognition Expert (DRE)
9. CSU Fullerton Motor officers shall have at least one day a month devoted to motorcycle training. This can be done either in house or with an outside agency. Motorcycle proficiency is a perishable skill and all efforts shall be made to ensure officer skill levels are maintained to a high standard. This is to ensure a high safety level and mitigate liability.

### III. Use of the Motorcycle [CALEA 41.1.3a]

- A. Only the motor officer assigned to the motorcycle or other authorized personnel will operate the motorcycle.
- B. The motorcycle will not be used for personal use.
- C. The motorcycle may be stored at the officer's home during extended absences from work due to injury or vacations pending approval from the Chief. This will extend the operational life of the motorcycle and mitigate unnecessary wear and tear.
- D. The motorcycle may be stored at the officers' home (ridden to/from work), provided the following conditions are met:
  - i. Prior approval from the Chief or his/her designee
  - ii. The motorcycle is kept in a locked/secured shelter
  - iii. The officer consistently demonstrates good judgment and adherence to department policy
  - iv. The officer's residence is a reasonable distance from campus (mitigating excessive mileage & wear)

- E. While riding to/from work, motor officers are discouraged from taking enforcement actions unless the circumstances warrant such intervention to avoid loss of life, injury or serious property damage.
- F. The motor officer will not transport anyone on the motorcycle.
- G. The motor officer will ensure the motorcycle is properly maintained and repaired at an approved facility.
- H. When the motorcycle is out of service, the motor officer will use a patrol car to perform their duties.
  - 1. If the weather becomes such as to render it unsafe to operate a police motorcycle, the motor officer shall resume their duties in a patrol car.
  - 2. Deployment of the motorcycle will be at the discretion of Command Staff and/or Watch Commander. The Motor Officer may be asked to transfer to a patrol car to meet the deployment needs on a shift by shift basis, or at any given time.
  - 3. Generally, the police motorcycle will not be operated during nighttime hours, except when the officer is assigned to such duties that necessitate working at night. Such duties may include DUI checkpoints, special events, directed enforcement, and countywide training and special details.

#### IV. Motor Officer Equipment

- A. When operating a police motorcycle an officer shall wear the proper safety equipment and uniform. [CALEA 41.1.3d]
- B. The Department will furnish all of the following equipment and uniforms [CALEA 41.1.3d]:
  - 1. Police motorcycle
  - 2. One pair of motorcycle boots
  - 3. Two pairs of uniform motorcycle pants (breeches)
  - 4. One pair of motorcycle gloves (black or tan in color)
  - 5. One pair of clear or grey tint safety lenses
  - 6. One DOT approved motorcycle helmet: black/white colored with gold trim piece and wiring for radio communication. The condition of the helmet will be examined every two years and will be replaced as determined by the department
  - 7. One approved motorcycle jacket

8. Reflective Traffic Vest
  9. Rain suit
- C. Routine motorcycle maintenance equipment:
1. Motorcycle motor oil
  2. Cleaning Rags
  3. Cleaning solvent/polish
  4. Digital tire gauge
  5. Motorcycle battery tender
  6. Air fitting for adding air to tires
- D. The Motor Officer shall wear the uniform as described in the sections above, depending on weather and/or other factors.

REVIEWED BY:  
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