



2. Instructors for the Department's Segway Patrol Course must complete a Segway Patrol Officer Course prior to being designated as an instructor. Instructor Designation will be given to certified operators with a MPTC general instructor certification. The Segway Patrol Course instructors are responsible for planning and conducting all departmental Segway patrol training.
3. All training will be coordinated through the department's identified Segway Trainer(s).

**.20 UNIFORMS AND EQUIPMENT:**

1. Segway Patrol Officers may wear the uniform of the day, hot weather uniform or may be issued a bike uniform specifically designed for police bicycle or Segway application. The bike uniform includes pants, jacket, shorts, polo shirts, helmet, eyewear, and riding gloves. The following procedures, which deal with uniforms and equipment, will be followed by all Segway patrol officers:
  - A. Officers will wear their issued bike/Segway uniform, hot weather uniform, or uniform of the day, gun belt and equipment when deployed as a Segway Patrol Officer.
  - B. Officers are required to purchase and wear their own dark colored, low quarter or three quarter athletic shoes. Reflective striping will be permissible. High top tactical boots are not permitted while wearing the bicycle shorts.
  - C. A bicycle helmet will be worn when operating the Segway.
2. Auxiliary members may wear their department issued Auxiliary member uniform when engaged in Segway Patrols.
3. Division Commanders will coordinate the ordering of all departmental Segway equipment for their division with the Fiscal Affairs Manager.
4. The Segway is equipped with a cargo bag. The cargo bag will be used to carry approved police equipment, such as report forms, flashlights, notebooks, citation books and other relevant police items. All equipment shall be removed from the cargo bag after use; no equipment may be stored on the Segway when the unit is not in use. The total operator and equipment payload may not exceed 260 pounds.
5. No additional accessories may be affixed to the Segway without permission from the Special Operations Division Commander.

**.25 INSPECTION AND MAINTENANCE:**

1. Officers assigned to Segway patrol will inspect the Segway before using it. A "Daily Inspection and Activity Report" (Form PD-009) is to be completed and turned in at the end of the officer's shift. Any discrepancies should be noted and included on this report. If the problem is mechanical, and will jeopardize the safety of the operator, the Segway is not to be used until repairs are completed. Once submitted, the Daily Inspection and Activity Report will be forwarded through the Officer's chain of command to the Directed Patrol Team(DPT) supervisor.
2. Division Commanders will ensure any Segways within their division needing extensive repair are coordinated through the DPT supervisors for transportation to the designated shop for repairs.
3. DPT supervisors are responsible for making minor repairs. A tool kit is kept in the secured bicycle storage area at headquarters for this purpose. Any repairs done by an officer will be documented on the "Daily Inspection and Activity Report."

4. Any damage to the Segway or equipment will be reported in specific detail to the officer's supervisor, who will forward it to the SOD Commander. In the case of significant damage or a motor vehicle collision, the Segway patrol officer's supervisor will conduct a thorough investigation. All damage will be recorded as an "unusual incident" on the "Daily Inspection and Activity Report."
5. The Segway shall be plugged in at all times in a secure area when not deployed in operation. A Segway should never be recharged in an area conducive to theft and/or damage.
6. Segway keys shall be kept in a secured area. **Operators shall not leave the Segway Infokey in an unattended unit.**

### **.30 DEPLOYMENT:**

1. Supervisors may deploy Segway patrol officers at their discretion, as manpower and weather conditions permit. All Segway Patrol Officers will report to duty in the standard uniform of the day unless otherwise instructed. They are to have all equipment and uniforms available for immediate use if they are deployed on Segway patrol. Supervisors can advise officers in advance to show up for duty in the bicycle or hot weather uniform.
2. Supervisors may have their Segway Patrol Officers utilize a pickup truck or appropriate vehicle to transport the Segway for special assignments and operations in other areas of the city.
3. The Special Operations Division Commander will be responsible for the collection of statistical data concerning the deployment of Segway Patrol Officers. This data will be collected through the Daily Inspection and Activity Report, which will be forwarded from the Segway Patrol Officers' supervisors to the Special Operations Division Commander. Other Division Commanders will forward Daily Inspection and Activity Reports from their division to the Special Operations Division Commander for this purpose.
4. A Segway will not be operated on ice, mud, oil spills, fuel spills, etc. Operators will discontinue Segway use during normal rainfall as soon as practical. **Segway operation in standing water exceeding one inch is prohibited.**
5. The primary area of coverage for Segway patrol is "Beat 6," including all of the Historic District and Baker Park.
6. Supervisors have the flexibility to designate *secondary* Segway patrol areas, and to deploy officers to these areas as conditions warrant. Supervisors must designate patrol boundaries in any secondary Segway patrol areas, and will notify the Communications Section of these boundaries before deployment.
7. Segway patrol officers may also be assigned to directed patrols and special assignments.

### **.35 HOURS OF OPERATION:**

Under normal circumstances Segway Patrol Officers may patrol alone during daylight hours, unless circumstances warrant that officers patrol in "teams." Due to the reduced visibility during darkness, supervisors are encouraged to deploy Segway Patrol Officers in pairs whenever possible during evening and midnight shifts.

### **.40 WEATHER CONDITIONS:**

Supervisors must exercise good judgment in determining whether it is safe and operationally beneficial to deploy the Segway patrol. The experience of the Segway Patrol Officer may help guide the supervisor in his decision.

1. There will be no deployment of Segway Patrol Officers during periods of inclement weather. Inclement weather is heavy rain, thunderstorms, high winds, snow, fog, ice, or temperatures below forty (40) degrees Fahrenheit.
2. Officers may be assigned for limited periods, (no more than two hours) to special details during cold weather, if conditions do not put the officer's health or safety at risk.

#### **.50 DUTIES:**

1. Segway Patrol Officers are responsible for answering calls for service within their designated patrol area, and will conduct general patrol duties when not engaged in a call for service. Due to the unique abilities of officers on Segways, they will pay particular attention to the following locations:
  - Parking decks and open lots
  - Alleys, walkways, narrow public corridors
  - High volume pedestrian areas
  - Parks and playgrounds
  - High crime areas
2. Absent exigent circumstances or sidewalks, a Segway **shall not** be operated in areas where the operation is legally prohibited, such as on public roads/streets. A Segway will not be operated in areas where the operator can reasonably expect excessive and/or unnecessary risk for injury to any person and/or damage to the Segway unit.
3. Personnel will not discharge their firearm while operating a Segway.
4. Segway Patrol Officers will not utilize a cell phone in any manner while operating a Segway. This includes "standing" on a stationary Segway.
5. Segway Patrol Officers will secure/lock the Segway when parked in locations accessible to the public. If an emergency requires an immediate response, the officer will secure the Segway as soon as possible while maintaining possession of the key.
6. **Passengers are prohibited on the Segway.** Operators who require prisoner transportation shall notify the Police Communications Section and request assistance from an officer operating a police vehicle.
7. The Segway operator shall remain in complete control of the Segway unit at all times. Horseplay, drag racing and reckless maneuvers on a Segway are strictly prohibited.
8. The Segway shall not be used to intentionally collide with a person or other conveyance.
9. Non-trained persons will not be allowed to operate the Segway without approval from a Segway Instructor. In the event that "demo ride" is authorized by a Segway Instructor they will only be permitted in those areas that would minimize the risk of slip, trip or fall hazards i.e. large open spaces, parking lots etc.
10. Segway operator should maintain two hand control of the Segway at all times when feasible.

#### **.60 SEGWAY ACCIDENTS:**

1. A Segway is not classified as a motor vehicle under the Maryland Motor Vehicle Code. A Segway is considered a special-purpose vehicle.
2. Any collision between a Segway and a person and/or object that causes property damage or personal injury, other than a collision with a motor vehicle, shall be documented on a police

incident report. A copy of the report will be forwarded to the Directed Patrol Team supervisors.

3. Any collision between a police Segway and a motor vehicle will be reported on an ACRS report, with a copy forwarded to the Directed Patrol Team supervisors
4. Any falls or other incidents resulting in property damage and/or personal injury, other than a collision with a motor vehicle, shall be documented on a police incident report. A copy of the report will be forwarded to the Directed Patrol Team supervisors.