

GENERAL ORDER



Title
**Operation and Use of the Police
Segway™**

Series Topic Number
GO- OPS- 301.11

Effective Date
July 9, 2008

Related
General Order 301.1 (Vehicle Operation and
Maintenance, Effective Date December 28, 1979
General Order 301.08 (Vehicular Driving Safety
Program), Effective Date October 23, 1981

DISTRICT OF COLUMBIA

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I. BACKGROUND

The Police Segway™ is a two-wheeled, self-balancing, electric-powered transportation device that is able to turn in place and is designed to transport a single individual. In May, 2006, the Police Segway™ Familiarization Program conducted by the Metropolitan Police Department (Department) demonstrated that the Police Segway™ is effective for use in patrol operations, giving officers a new point-of-view and acting as a bridge between officers and community members. The Police Segway™ is a successful Customized Community Policing tool because of its adaptability to a variety of surfaces and circumstances.

II. POLICY

The policy of the Department is that Police Segways™ shall be operated in a safe and effective manner by fully trained sworn members.

III. REGULATIONS

- A. Members assigned to operate a Police Segway™ shall comply with the provisions of Chapter 12 (Pedestrians) and Chapter 23 (Pedestrian Provisions), of Title 18, District of Columbia Municipal Regulations (DCMR) (Vehicles and Traffic) and the applicable requirements of General Order 301.1 (Vehicle Operation and Maintenance).
- B. Members assigned to operate a Police Segway™ are considered foot patrol officers with increased mobility and, as such, shall comply with the applicable provisions of General Order 201.26 (Duties, Responsibilities, and Conduct of Members of the Department).
- C. When handling complaints for which an incident or offense report is required, members assigned to a Police Segway™ shall comply with the same provisions of General Order 401.1 (Field Reporting

System), Part I, Section J, that govern foot and scooter patrol officers.

IV. PROCEDURAL GUIDELINES

A. Selection and Training Requirements

1. Each member selected for Segway Operator Training shall successfully complete a physical examination which includes a review of the member's:
 - a. Medical records for any past history of any injury that may be aggravated by Police Segway™ duty, especially neck, back, and knee injury; and
 - b. Sick leave record for any past history of neck, back or knee injury.
2. The Director, Medical Services Division shall issue each member who successfully completes the Police Segway™, operator's physical examination written approval to participate in Police Segway™ operator training.
3. Each member selected to participate in Police Segway™ Operator training shall successfully complete all training requirements established by the Metropolitan Police Academy and approved by the Chief of Police.

B. Uniform Requirements

Members shall:

1. Wear the uniform of the day to include:
 - a. Class B – uniform;
 - b. Class C – BDU pants (if previously issued); or
 - c. Class D - Mountain Bicycle uniform (if previously issued);
2. Wear, at all times while operating the Police Segway™, the current Department-issued bicycle helmet with the chinstrap securely fastened;
3. Wear safety goggles or shatter-resistant glasses in compliance with GO-OPS-110.11 (Uniforms and Equipment);

4. Wear the Department-issued visibility vest in low lighting conditions, except that Department-issued outer garments which contain a retro-reflective material within the uniform, and worn in the same manner as the mountain bicycle uniform, are acceptable;
5. Not wear sunglasses during periods of darkness or reduced visibility unless an exemption from this requirement is approved by the Medical Director, Police and Fire Clinic, due to an eye condition that requires specially tinted glasses (e.g., stigmatism); and
6. Carry their Department-issued radio and carrying case.
 - a. Radios equipped with a microphone may be worn attached to the Department-issued belt along with the required shoulder strap.
 - b. Radios shall not be attached to a Police Segway™.

C. Operational Requirements

1. Members shall be assigned to only Police Segway™ duty, during a particular tour of duty, and not given any other type of assignment (e.g., guard detail, patrol car relief), unless directed by the Watch Commander.
2. Members shall use a PD Form 775-SW (Daily Segway Inspection and Activity Report) for inspecting and reporting Police Segway™ activities [See Attachment A.].
3. Prior to operating a Police Segway™, the operator shall:
 - a. Use a PD Form 775-SW to conduct a thorough inspection of the vehicle to ensure that all necessary equipment and lights are present and operational;
 - b. Record in Section C of the PD Form 775-SW any damage to, or malfunctioning of, the Police Segway™ and required equipment; and
 - c. Report immediately to an official, and also notify the District Segway™ Coordinator, any damage or malfunction.
4. Any Police Segway™ that is malfunctioning or is not properly equipped shall not be placed in service.

5. Members shall identify themselves with the public safety communications operators as “Segway Beat # (SW #)”.
6. Members shall operate the Police Segway™ properly and safely at all times, including by:
 - a. Keeping both hands on the handlebar except when operating the police radio or giving hand signals; and
 - b. 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.
7. Members shall use the High Visibility Lighting Device and Audible Warning Device only to safely and effectively light the member’s path and audibly announce a police presence. The equipment shall not be used to announce the Police Segway™ as an emergency vehicle.
8. When making traffic stops, members shall:
 - a. Conduct the stop in the same safe and proper manner as a patrol officer;
 - b. Not utilize the Segway as an emergency vehicle to engage in a vehicular pursuit; and
 - c. Assess the safety of the location of the stop and dismount as soon as practical to effect contact with the operator of the stopped vehicle.
9. Members shall not transport another person on the Police Segway™.
10. Members shall not smoke while operating the Police Segway™.
11. Members shall not operate the Police Segway™, except in emergency situations or when authorized to do so by an official and then only when exercising the greatest degree of caution:
 - a. On access highways and freeways, including the Southeast/Southwest Freeway, Interstate 295, Whitehurst Freeway, and Suitland Parkway;
 - b. In tunnels (e.g., Third and Ninth Street Tunnels); or

- c. On roadways where bicycles and pedestrians are prohibited by law or regulation.
- D. Officials shall:
1. Comply with General Order 301.8 (Vehicular Driving Safety Program) when they observe any improper driving action by a Police Segway™ operator;
 2. Prior to serving as a supervisor in the Segway Unit, successfully complete the training required under Section IV.A.3 of this order; and
 3. Conduct proper and timely investigations, as assigned, of a report of damage to, or accident involving, a Police Segway™.
- E. The Office of Unified Communications (OUC) public safety communications operators shall use the code "SW" when making entries into the CAD system.
- F. Commanding Officials shall:
1. Establish a Segway Unit only with the prior approval of the Chief of Police;
 2. Select element members for Police Segway™ operator training, ensuring that the members are approved in writing by the Medical Director, Police and Fire Clinic, to participate in the training;
 3. Ensure that Segway Unit supervisor(s) meet the training requirements of Section IV.A.3 of this order;
 4. Ensure that members of the Segway Unit are not used for casual clothes operations without his/her prior approval;
 5. Determine whether the Police Segways™ will be operated in inclement weather conditions;
 6. Ensure that reports of damaged Police Segways™ and accidents involving Police Segways™ are properly investigated in a timely manner;
 7. Forward reports of accidents involving a Police Segway™ to the Crash Review Board in accordance with General Order 201.7 (Review Boards);

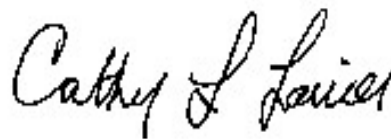
8. Assign a member the responsibility for coordinating the repair of, and equipment repair or replacement for, the Police Segways™ ; and
 9. Establish an area within which the Police Segways™ can be secured and protected from the weather.
- G. The Director, Fleet Management Division, shall be responsible for assigning permanent fleet identification numbers to each Police Segway™.

V. CROSS REFERENCES

- A. Chapter 12 (Pedestrians), Title 18, District of Columbia Municipal Regulations (DCMR) (Vehicles and Traffic)
- B. Chapter 23 (Pedestrian Provisions), Title 18, District of Columbia Municipal Regulations (DCMR) (Vehicles and Traffic)
- C. GO-OPS-110.11 (Uniforms and Equipment)
- D. General Order 201.7 (Review Boards)
- E. General Order 201.26 (Duties, Responsibilities, and Conduct of Members of the Department).
- F. General Order 301.1 (Vehicle Operation and Maintenance)
- G. General Order 301.8 (Vehicular Driving Safety Program)
- H. General Order 401.1 (Field Reporting System)

VI. ATTACHMENT

Attachment A: PD Form 775-SW (Segway) (Daily Segway Inspection and Activity Report)



Cathy L. Lanier
Chief of Police

METROPOLITAN POLICE DEPARTMENT
Washington, D.C.

DAILY SEGWAY INSPECTION AND ACTIVITY REPORT

**RADIO RUN LOG
SECTION A**

UNIT NO.	SHOP NO.	TOUR OF DUTY	DAY OF WEEK	DATE	MISC.	
TIME RECEIVED	TIME ARRIVED	BACK IN SERVICE	TIME EXPIRED	LOCATION	NATURE OF RUN	DISPOSITION

DAILY SEGWAY INSPECTION CHECKLIST

SECTION B

INSTRUCTIONS: Indicates items are in good serviceable condition.
X Indicates item missing, needs repair, replacement, etc. Explain in **REMARKS** section.

1. CLEANLINESS <input type="checkbox"/> EXTERIOR WASHED	2. BATTERY <input type="checkbox"/>	3. TIRES <input type="checkbox"/> AIR PRESSURE <input type="checkbox"/> GENERAL CONDITION
4. EMERGENCY FLASHER <input type="checkbox"/>	5. SIREN (All Switch Positions) <input type="checkbox"/>	6. OPERATING PERFORMANCE <input type="checkbox"/> ENGINE <input type="checkbox"/> STEERING <input type="checkbox"/> HORN

10. DAMAGE CATEGORY LIGHT MEDIUM HEAVY

Mark damaged part with an X on the picture.



**DAILY SEGWAY EQUIPMENT CHECKLIST
SECTION C**

1. CLIP BOARD <input type="checkbox"/>	2. FIRST AID KIT <input type="checkbox"/>	3. HELMET <input type="checkbox"/>	4. REQUIRED FORMS <input type="checkbox"/>	5. MAP <input type="checkbox"/>
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DAMAGE NOTIFICATION

OFFICIAL NOTIFIED OF DAMAGE:	DATE:	TIME:	COMPLAINT NUMBER: (If a report was made)
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REMARKS:

TOUR OF DUTY ASSIGNMENT

OFFICER ASSIGNED:	OFFICERS RELIEVING DURING TOUR OF DUTY:	HOURS RELIEVED:
		FROM: TO:

REASON FOR BEING RELIEVED:

SIGNATURE OF REVIEWING OFFICIAL:	DATE:	TIME:	Page ___ of ___ Pages
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