

ORANGE COUNTY SHERIFF-CORONER DEPARTMENT
MOTORCYCLE TRAFFIC ENFORCEMENT MANUAL



Revised September 2019

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The material contained in the manual is deemed confidential and is official department business. Policy 215.1 of the Department Policy Manual admonishes employees not to divulge official Department business to anyone except to whom it is intended.

The Motorcycle Traffic Enforcement Manual is intended for the use of sworn personnel assigned to the detail and designated Sheriff's Department professional staff on a need-to-know basis. The Motorcycle Enforcement Supervisor or his/her designee will evaluate the need-to-know basis and authorize release of information contained herein.

Distribution

A copy of this manual and all revisions will be distributed to the following:

- Captains of all Operations Divisions
- Contract city Lieutenants who have motorcycle enforcement personnel
- Department Commander
- All department members assigned to the Motorcycle Enforcement Detail

Revisions

Revisions of this Manual will be issued in a timely manner as changes in regulations, policies, or procedures occur.

It will be the responsibility of each manual holder to maintain a current and correct manual.

All employees are encouraged to submit written or oral suggestions for manual changes that will increase the efficiency, effectiveness, or safety of the department operations to their immediate supervisor.

Procedure to Change

Prior Approval:

No changes will be made in this procedure manual without prior approval of the Division Commander overseeing the Motorcycle Traffic Enforcement Program.

Procedure for Change:

A memorandum should be sent to the Division Commander overseeing the Motorcycle Traffic Enforcement Program through the chain of command.

About this Manual

This manual is intended as a reference to aid Orange County Sheriff's personnel assigned to the Motorcycle Traffic Enforcement Program in the performance of their duties. The information contained herein is a guide only and does not supersede the Sheriff's Department Policy Manual, Orange County Ordinances, California Penal Codes, Vehicle Codes, or any other state or federal statutes.

Any deletions or additions to any section must be authorized by the Division Commander overseeing the Motorcycle Traffic Enforcement Program.

The Motorcycle Traffic Enforcement Manual (Motorcycle Manual) describes the minimum training standards and goals, which must be met by deputies assigned to motorcycle duty. The Motorcycle Manual will also outline and explain the operational and procedural requirements, which will be met by each motorcycle deputy. All deputies assigned to motorcycles will be familiar with, and conform to, the standards, rules, and provisions, which are contained herein. Any motorcycle deputy who does not conform to the standards, rules, and provisions is subject to disqualification from operating a department motorcycle.

As new procedures are developed or new laws enacted, the manual will be changed accordingly. A copy of the manual will be available on the OCSD Intranet.

The motor deputy may exercise discretion in issuing traffic citations and should make every attempt to educate the public on traffic laws, thus, gaining voluntary compliance regarding their driving habits.

- 1. Protect lives and property**
 - A.** The Motorcycle Traffic Enforcement Detail will provide traffic safety through enforcement of traffic laws.
 - B.** Reduce the rate and severity of traffic collisions and ensure safe and legal use of the public roadways.
- 2. Respond to calls for assistance**
 - A.** Respond to emergency, life-threatening or serious crimes-in-progress calls where assistance has been requested or is needed.
- 3. Positive Public Interaction**
 - A.** Conduct yourself in a manner which engenders a sense of helpfulness and caring to the people with whom we speak.
 - B.** Help people resolve problems whether or not they are criminal in nature through direct intervention or referral to the appropriate agency.
 - C.** Community relations rests on the shoulders of each member of this department and therefore each member is charged with the responsibility to act in a friendly and helpful manner as dictated by the circumstances.

1. Motorcycle Deputy

Deputies who are assigned to motorcycle duties will have a primary responsibility of traffic enforcement. Their secondary responsibility will be to investigate traffic collisions or to assist at collision scenes. Additionally, deputies who are assigned to motorcycle duty will assist regular patrol units in handling calls for service whenever the regular patrol units are unavailable.

NOTE: Deputies on motorcycles may be reassigned to whatever duties are deemed necessary by the Department Commander, Division Commander, Chief of Police Services, or appropriate shift supervisor. These assignments will take priority over all other activity.

2. Organization / Chain of Command

The chain of command for the Motorcycle Traffic Enforcement Detail will be:

- A. Motorcycle Training Deputy/Instructor
- B. Motorcycle Sergeant
- C. Field Supervisor (Responsible for day to day operations)
- D. Contract City Chief of Police Services / Motorcycle Traffic Enforcement Program Lieutenant
- E. Division Commander

OPERATIONS**100 Pre-operation Safety Inspection**

All deputies shall conduct a safety inspection of their assigned motorcycle prior to the start of each work shift. The inspection will cover loose nuts/bolts, electrical connections, lighting equipment, tire wear, tire pressure, fluid levels, and siren/horn operation. The following routine maintenance items will be the responsibility of each deputy.

- A. Tire pressure is to be maintained within manufacturer's specifications.
- B. Service will be performed at intervals to be determined by the manufacturer. It is critical that service schedules are maintained.
- C. Engine oil levels are to be maintained within manufacturer's specifications.
- D. Each deputy will be responsible for keeping his/her assigned motorcycle clean and polished. The spare motorcycles may be assigned to motorcycle deputies on a rotating basis for cleaning.

101 Motorcycle Riding Practices

The riding practices and techniques which are taught in training will be adhered to at all times while operating department motorcycles. These riding techniques and practices will include, but are not limited to:

101.1 General

- A. The use of soft body armor is required and will aid in injury reduction in the event of a fall and is required by Policy 1024.1.
- B. Protective gloves, eye protection, and department-approved helmet will be worn at all times while riding a department motorcycle.
- C. If a motorcycle is off-center and falling, do not attempt to catch it. Minor damage is preferable to potential serious injury.
- D. It is important to operate the motorcycle according to your own ability and the capability of the motorcycle.
- E. Never ride into any space that does not have a clear exit.

101.2 Surface Appraisal

Constantly scan the road ahead for potential hazards such as loose gravel/sand, oil or fuel spills, water, and/or foreign objects.

101.3 Lane Use

Avoid riding in the center of a lane. It is advisable to ride in the left wheel track of the larger vehicles that use the road. Keep maximum safe distance between yourself and other vehicles. This is known as lane cushioning.

101.4 Splitting Traffic

It is recognized that splitting traffic is a useful method of overtaking a traffic violator. The California Vehicle Code defines lane splitting under section 21658.1 as “driving a motorcycle, as defined in Section 400 of the CVC, that has two wheels in contact with the ground, between rows of stopped or moving vehicles in the same lane, including on both divided and undivided streets, roads, and highways.” While California law does not currently allow or prohibit motorcycles from passing other vehicles proceeding in the same direction within the same lane, the following rules of safety should be observed.

- A. Avoid splitting traffic unless it is necessary
- B. Maximum speed above prevailing traffic while splitting is 10 m.p.h.
- C. Split only when vehicles are side by side. Beware of empty gaps into which a vehicle may suddenly change lanes.
- D. In stopped traffic watch for doors opening, projecting loads, and extended mirrors.
- E. Watch for debris lying on traffic lane lines between lines of vehicles.
- F. Use horn as necessary. Do not use siren or red lights while splitting traffic.
- G. Be sure headlights are on. High beam is recommended while splitting traffic.

101.5 Traffic Conditions

Deputies should be aware of traffic conditions in all directions from their position at all times.

101.6 Clutch, Throttle, and Brake Control

These controls should be used in a smooth, controlled fashion. Avoid locking or riding the brakes. Avoid speed shifting or “popping” the clutch.

101.7 Braking

Deputies are trained in the effective use of the front brake as the predominate brake. Development of the synchronized use of both front and rear brakes for most effective braking is strongly encouraged.

101.8 Use of Mirrors

Deputies should always check rear-view mirrors prior to turning and often while driving in a straight line. Deputies should get into the habit of turning their heads in addition to mirror checks prior to any turning movement.

101.9 Roadway Debris

When an object is encountered which cannot be avoided, the following collision procedure should be followed:

- A. Strike the object with the motorcycle straight up.
- B. Strike the object at an angle as close to 90 degrees as possible.
- C. **DO NOT** brake and swerve when collision with a small object is imminent.
- D. In any case where a collision with a large object or another vehicle is imminent, the rider should **DECELERATE** as much as possible prior to impact.

101.10 Following Distance

All deputies should maintain a safe following distance at all times to avoid the possibility of a rear-end collision with a motorist who may overreact to the presence of a motor deputy.

[REDACTED]

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101.13 Communication

Motorists generally are anxious when there is a motor deputy riding in close proximity to them. It is very important for the motor deputy to communicate his intentions during the motorcycle operation. The following rules of communication should be followed:

- A. Headlights should be turned on when the motorcycle is being operated. High beams are recommended during the daylight hours. This does not preclude the provisions of CVC 25650.5, which provides law enforcement with exemption from headlight use during emergencies or when use of a headlight would interfere with law enforcement operations.
- B. Turn signals should always be used to inform other motorists of intent to make a turn
- C. Turn signals should be cancelled after execution of the turning movement.

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TRAINING

In order to ensure safe and proper use of motorcycles by deputies who are assigned to motorcycle duty, training will be provided in an ongoing process. Each deputy will participate in training throughout his/her time as a member of the Motorcycle Traffic Enforcement Detail. The following is an outline of the training that will be provided.

200.1 Pre-Service Training

Pre-service training is designed to provide the new rider with an orientation to the motorcycle and to riding skills and techniques that he/she will be required to master during the P.O.S.T.-approved Basic Motor Academy. Pre-service training may be up to 120 hours in duration. This time period may be extended with the approval of the contract city Chief of Police Services or Motorcycle Traffic Enforcement Detail Lieutenant and the concurrence of the Division Commander.

Note: Complete information reference pre-service training is available in the "Basic Motorcycle Training Course" manual.

200.2 P.O.S.T. Approved Motorcycle Academy

After pre-service training, each deputy will attend a P.O.S.T. approved Motorcycle Training Academy for a minimum of 80 hours. This academy training will follow pre-service training as soon as scheduling will allow. In the event a P.O.S.T. approved academy is unavailable, a deputy will be assigned to go in-service with a motorcycle instructor. Prior approval from the Motorcycle Enforcement Detail Sergeant, the contract city Chief of Police Services or Motorcycle Traffic Enforcement Detail Lieutenant and the Division Commander will be required. Successful completion of a P.O.S.T. approved academy is required for permanent assignment to the Motorcycle Traffic Enforcement Detail. Any deputy who fails to complete a P.O.S.T. academy may be allowed to attend a second P.O.S.T. academy with the approval of the contract city Chief of Police Services or Motorcycle Traffic Enforcement Detail Lieutenant, and the Division Commander. Any deputy who is unable to complete a P.O.S.T. academy on their second attempt will not be eligible for motorcycle assignment.

- A. The contract city Chief of Police Services may waive any portion of pre-service training for new members who have previously completed a P.O.S.T. approved motorcycle academy.

200.3 In-Service Training

Monthly training for all active members of the Motorcycle Traffic Enforcement Detail will be provided and attendance is mandatory. Exceptions to mandatory attendance will include: vacation, military service, illness, etc as approved by the Motor Sergeant. In-service training sessions will be one full shift per month. Scheduling for these sessions will be the responsibility of the Motor Sergeant.

There will be a riding proficiency qualification held each quarter (every three months) where each deputy will ride a pre-planned course and demonstrate riding skills at an acceptable level within P.O.S.T. guidelines.

200.4 Maintenance of Riding Skills

Safe and proper operation of a police motorcycle demands that the motorcycle deputies maintain a high degree of riding skills in areas such as roadway hazards and collision avoidance, clutch and throttle techniques, appropriate use of the brakes, and proper head and eye placement. It is, therefore, imperative that each deputy demonstrates these skills during the monthly proficiency review during in-service training. These skills will be evaluated quarterly on a riding proficiency course. Any deputy who fails to qualify on the proficiency course will be placed on probation within the unit until the following quarter. Any subsequent failure to qualify on the proficiency course may result in removal from the Motorcycle Traffic Enforcement Detail.

200.5 Field Orientation

After completion of pre-service and/or academy training, each deputy who is newly assigned to the Motorcycle Traffic Enforcement Detail will be assigned to field orientation with a motorcycle instructor for a period up to two weeks. The field readiness of the newly assigned deputy will be evaluated and certified at this time.

200.6 Evaluations

Each deputy will be evaluated during all phases of training. The Motor Sergeant will maintain records of these evaluations. The grading process shall be as follows:

- A. Score (1) – Unsatisfactory: This rating reflects that the rider’s performance is unacceptable.
- B. Score (2) – Weak: This rating reflects that the rider has been able to perform a small portion of the event, but for the most part, performance is unsatisfactory.
- C. Score (3) – Improvement Needed: This rating reflects that the rider has been able to perform most of the event, but still has some minor problems to overcome.
- D. Score (4) – Qualified: This rating reflects that the rider has passed the event in a satisfactory manner.
- E. Score (5) – Above Average: This rating reflects that the rider is very well qualified in the event and has displayed a higher than average skill ability.

200.7 Training – Remediation

If a rider's performance score is less than three in any area of a necessary riding skills, he/she may be placed in remedial training until the problem has been corrected. Remedial training will be authorized by the contract city Chief of Police Services and may be based on the recommendation of the Motorcycle Instructor and the Motor Sergeant.

200.8 Removal from Motorcycle Duty or Motorcycle Training

A deputy may be removed from motorcycle duty or training if serious deficiencies in riding ability are noted. The motorcycle instructor(s) and the Motor Sergeant must concur that remediation has failed and further remediation would be unsuccessful. Recommendation for removal will be made to the contract city Chief of Police Services, who will consult with the Division Commander. Final determination to remove the deputy from motorcycle duty will be at the discretion of the respective Division Commander.

200.9 Motorcycle Instructors/Training Deputies

The contract city Chief of Police Services, based upon recommendations by the Motor Sergeant and the current motorcycle instructor(s), will select motorcycle training deputies. Motorcycle training deputies may also be considered motorcycle instructors for the department. Training deputies will be selected for their experience, knowledge of the job, communication skills, and riding ability. All motorcycle deputies who are assigned as instructors will attend a P.O.S.T. approved motorcycle instructors course as soon as scheduling allows. In addition to his/her regular motorcycle duties, the motorcycle instructor/training deputy will:

- A. Conduct pre-service orientation/training for newly selected members of the Motorcycle Traffic Enforcement Detail.
- B. Plan and conduct in-service training for all active members of the Motorcycle Traffic Enforcement Detail.
- C. Conduct remedial training for members of the Motorcycle Traffic Enforcement Detail at the direction of the contract City Chief of Police Services or the Motorcycle Sergeant.
- D. Review all traffic accidents and training accidents involving members of the Motorcycle Traffic Enforcement Unit. Make recommendations for appropriate action or remediation to the motorcycle sergeant.
- E. Conduct ongoing reviews of training program and make additions or deletions that will benefit the riders in the Unit. Training changes must have the approval of the Motorcycle Sergeant.
- F. Ride a shift periodically with each member of the unit and observe the on-duty riding habits of the deputy and offer suggestions for improvement if appropriate.
- G. Prepare quarterly proficiency evaluations and forward them to the Motorcycle Sergeant for review. The Motorcycle Sergeant will have the evaluations available for the contract city Chief of Police Services.

200.10 Training Methods

The Motorcycle Traffic Enforcement Detail provides training that will enable all motorcycle riders to ride with the highest possible level of proficiency. Therefore, the following training methods will be observed in all pre-service and in-service training:

- A. Clutch and Throttle Technique:** Each new rider will learn this method of low speed control as a primary method of operation. The new deputy will be instructed on the proper use of the clutch and throttle, along with proper head and eye placement. Each trainee will then demonstrate these techniques prior to progressing any further in training. This technique of low speed control is consistent with the training method currently employed by the California Highway Patrol and meets with P.O.S.T. guidelines for standardized training.
- B. Proper Use of Brakes:** Each new rider will learn proper use of the front and rear brakes, both separately and in unison. All braking exercises will be introduced at low speeds and gradually increased in speed and intensity as the rider's ability increases. Development of the rider's braking skills to a highly proficient level is mandatory.
- C. Steering and Counter-Steering Techniques:** Each new rider will learn and demonstrate proper techniques of low-speed steering and high speed counter-steering. Development of proper counter-steering and collision avoidance ability is mandatory at all levels of training.

200.11 Training Exercises

Training exercises will be separated into three categories: warm up, mandatory exercises, and non-mandatory exercises.

A. Warm-up Exercises: All warm-up exercises will be performed using the clutch and throttle technique of low speed control. Warm-ups include, but are not limited to:

1. Offset 180-degree switchback turns
2. Four-way intersection
3. 18' figure-eight circles

B. Mandatory Exercise: These exercises will be done on every training day that is held on a stationary training site:

1. Cone pattern Three
2. 40 M.P.H. deceleration
3. 30 M.P.H. cone weave
4. 180 decel

C. Non-mandatory Exercises: Non-mandatory exercises will be made available to all motor deputies on training days according to the needs of the unit and as time permits. Non-mandatory exercises include but are not limited to:

1. Slow cone weave 9'-13' linear
2. CHP cone pattern #1
3. CHP cone pattern #2
4. Figure eight
5. 90 degree turnouts
6. Incline offset cone weave
7. Riding skill competition course – slow technique
8. Riding skills proficiency – high speed course

UNIFORMS

This section of the manual will cover the authorized uniforms and equipment for personnel who are assigned to the Motorcycle Traffic Enforcement Detail.

300.1 Motorcycle Deputy Uniform Purchase

Motorcycle deputy uniforms will be obtained as follows:

- A. The department quartermaster will provide uniform requisitions for: wool uniform shirts, 5/11 BDU style uniform shirts, sam browne, and patrol style jacket.
- B. The contract city the motor deputy is assigned to will provide: motorcycle helmet (replaced as required), 2 pairs of [REDACTED] protective motorcycle pants per year (one Stretch-blend for winter and one Airmesh-blend for summer), [REDACTED] protective jacket, and approved motorcycle riding boots.
- C. Eyewear and gloves shall be provided by the individual motor deputy.

300.2 Motorcycle Deputy Daily Uniform

Deputies who are assigned to motorcycle duty shall wear the following uniform:

- A. Department-approved motorcycle helmet.
- B. Department-approved leather jacket, [REDACTED] protective jacket, or department approved patrol jacket.
- C. Long or short sleeve wool uniform shirt with OCSD shoulder patches, badge, and nameplate; or 5/11 uniform shirt with OCSD shoulder patches, embroidered badge, and name tape.
- D. [REDACTED] protective motor pants.
- E. Leather or nylon webbed sam browne belt with weapon and Puma voice recording device.
- F. Motorcycle deputy's boots, as approved by the department. Department approved boots will have a steel shank in the sole, scuff resistant exterior, reinforced ankle support, and of sufficient height to protect the shin from roadway debris. Deputies are not authorized to wear molded sole boots (ie: racing style boots). The boots must be black with minimal logos/brand name and no metal loops, hoops, or decorations. Final approval will be made by the Motor Sergeant.
- G. Gloves and eye protection.
- H. External ballistic vest carriers may be worn by motor deputies. The 5/11 tactical uniform shirt will be worn under the vest carrier. Motor deputies opting to wear wool uniform shirts must wear ballistic armor under the wool shirt. Refer to OCSD Policy 1024.4.

300.3 Training Uniform for Motorcycle Deputy

Deputies who are in motorcycle pre-training shall wear the following uniform:

- A. Two-piece green 5/11 BDU style uniform with department shoulder patches, embroidered badge and nametape.
- B. Approved boots of sufficient height and ankle support (To avoid damaging their regular duty boots).
- C. Approved helmet, gloves, and eye protection.
- D. Duty weapon with regular nylon webbed gear and holster are optional on stationary sites but is mandatory on public roadways.

Note: Training uniform may be used for uniform patrol until [REDACTED] protective pants are received by the motor deputy.

300.4 Class "A" Uniform for Motorcycle Deputy

Deputies who are assigned to motorcycle duty for any special event requiring the wear of class "A" uniforms shall wear the following uniform:

- A. Department approved motorcycle helmet.
- B. With weather dictating - department approved leather jacket, [REDACTED] protective jacket, or department-approved patrol jacket.
- C. Long sleeve wool uniform shirt with OCSD shoulder patches, badge, and nameplate. No external ballistic vest per OCSD Policy 1024.4.
- D. Green [REDACTED] Stretch-blend (winter pant) with gold stripe on outside of leg.
- E. Leather Sam Brown belt with weapon, handcuffs, extra ammunition, and 4 keepers.
- F. Motorcycle deputy's boots as approved by the department.
- G. Golden ascot (neckerchief) and gold colored traffic whistle with gold metallic lanyard.
- H. Gloves and eye protection.

300.5 Use of Motorcycle Uniform

Motorcycle deputies working any other uniform assignments will not wear the motorcycle uniform. The only exception will be those involving a motorcycle deputy's reassignment during his/her shift due to inclement weather or when a motorcycle becomes inoperative. In these instances, the deputy may finish the shift in the motorcycle uniform.

300.6 Motorcycle/Deputy Inspections

Periodic inspections of motor deputies and motorcycles may be conducted without notice by the Motor Sergeant. The care and condition of the deputy's uniform, person, and motorcycle will be evaluated. Failure to pass inspection will result in the deputy receiving a Performance Note/Work Expectations notice. Failure to correct the deficiency may result in removal from motorcycle duty.

300.7 Special Equipment to be Carried

Special equipment carried by motor deputies should include but is not limited to:

- A. Current California Vehicle Code (full, abridged, or digital edition).
- B. Flashlight.
- C. Report forms.
- D. Vehicle impound/storage forms.
- E. Citation book and Electronic Citation PDA.
- F. DMV Notice of Suspension forms.
- G. DMV Admin Per Se Forms.
- H. Black ballpoint pens.
- I. Yellow chalk or lumber crayons.

300.8 Audio Recorders

Deputies who are assigned to motorcycle duty shall carry and utilize a Puma voice recording device. The recording devices are required to be used during all traffic stops and calls for service as outlined in the **OCSD Policy 424**-Portable Audio/Video Recorders and **OCSD Policy 446.7**- Motor Deputies' Audio Recordings.

300.9 Shotguns and Patrol Rifles

Deputies who are assigned to motorcycle duty may be issued a modified shotgun and/or patrol rifle to be carried on the motorcycle. Deputies will adhere to the following requirements:

- A. The only shotgun/patrol rifle to be carried on the motorcycle shall be issued/approved by the Orange County Sheriff's range staff.
- B. The deputy will not be allowed to carry a shotgun/patrol rifle until successfully trained as determined by the range staff.
- C. The only ammunition that may be carried must be issued or approved by the range staff.
- D. Qualification will be completed as directed by policy: Shotgun qualification annually and Patrol Rifle qualification monthly.
- E. Cleaning of the unloaded shotgun/patrol rifle will be conducted on a weekly basis.
- F. The range master will conduct a safety inspection of the shotgun/patrol rifle as required by department policy.
- G. The shotgun/patrol rifle will be removed from the motorcycle for motorcycle cleaning or when the motorcycle is left for maintenance.
- H. The shotgun/patrol rifle will be properly secured and stored to prevent unauthorized access when it is not secured to the motorcycle.
 - 1. Unloaded and in the armory.
 - 2. If the shotgun is removed due to a motorcycle mechanical failure it can be temporarily stored unloaded in the trunk of a patrol unit.
 - 3. If the shotgun is removed while the deputy is at home, a gun locker or other locked container will be used to store the shotgun.
 - 4. The shotgun will be stored **UNLOADED**.

PROCEDURES**400.1 Reports and Citations**

Reports and citations shall be turned in at the end of each work shift or in accordance with department policy. Electronic Citation PDA's (E-cite) should be downloaded often, preferably daily, so the citations can be processed efficiently. Motor deputies shall download the E-cite prior to starting their weekend and any vacations.

400.2 Maintenance and Repair of Motorcycles and Uniforms

Each deputy will be responsible for initiating maintenance and repair of his/her motorcycle and or uniforms. The deputy must make notification of needed repairs or service other than scheduled maintenance through his/her contract city Chief of Police or his/her designee.

Motorcycle repairs of minor nature; e.g., light bulbs, clutch/throttle cables, or a dead battery may be made without such notification.

NOTE: Only qualified, authorized repair/service personnel shall make any repairs to motorcycles.

400.3 Home Garage Vehicle - Motorcycle

Motorcycles will be garaged in accordance with **OCSD Policy 706.5**. OCSD Policy 706.5 states the following:

- A. The vehicle must be parked off-street.
- B. Vehicle parking shall be available at the Member's residence.
- C. Vehicles shall be locked when not attended.
- D. When a Member is on vacation, leave, or out of the area in excess of one week, the vehicle shall be stored in a secure garage at the Member's residence or at a sheriff's facility.

NOTE: The police motorcycles are owned and maintained by the individual cities and not the County of Orange. The off-duty deployment will be at the discretion of the contract cities and is subject to change with modifications by the department.

400.4 Use of Motorcycles

When deputies are not on duty in their assigned area, use of the motorcycle is restricted to:

- A. Transportation directly to and from their assigned work area.
- B. Transportation to and from training events and authorized special event assignments.
- C. Transportation to and from repair/service facility.
- D. Transportation to and from court appearance.
- E. Motorcycles are not to be utilized at special events or overtime shifts that are taking place outside the city that owns the motorcycles unless it is approved by the appropriate contract city Chief of Police Services or Division Commander.

NOTE: Motorcycle deputies should refrain from enforcing traffic violations on the freeways or to/from their assigned areas. The only exception would be if the violation is creating a hazardous situation for the public. Otherwise report the violations to the appropriate agency that has jurisdiction via Sheriff's Emergency Communications Bureau.

400.5 Accident/Vehicle Damage Reporting Procedure

Incidents, which result in injury to persons or damage to motorcycles and/or property, will be reported in compliance with **OCSD Policy 706.17** – Vehicular Accidents, **OCSD Policy 502** – Traffic Collision Reporting, and **OCSD Policy 333** – Employee Involved Death or Serious Injury.

- A. Accidents occurring on public roadways will be reported to, or investigated by, the police agency having the jurisdiction and a copy of the report will be forwarded to the contract city Chief of Police Services. The Department Commander and the on-duty field supervisor will also be notified.
- B. Accidents, which occur on a stationary training site, that results in injury to personnel or damage to motorcycles will be reported to the Motor Sergeant who will advise the contract city Chief of Police Services.
- C. In any case where a deputy sustains any personal injury, the Motor Sergeant, Department Commander, and the on-duty field supervisor shall be immediately notified.
- D. The contract city Chief of Police Services will be notified immediately in case of serious injury to a deputy. Other minor injuries should be reported to the contract City Chief of Police Services by the Department Commander, on duty field supervisor or Motorcycle Sergeant as quickly as possible.
- E. In all cases where personal injury is sustained, worker's compensation reporting procedures must be followed.

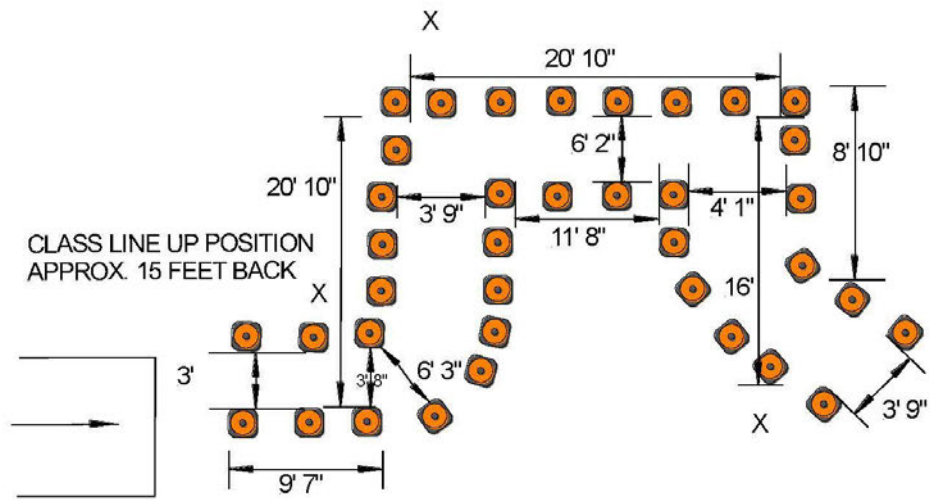
400.6 Inclement Weather

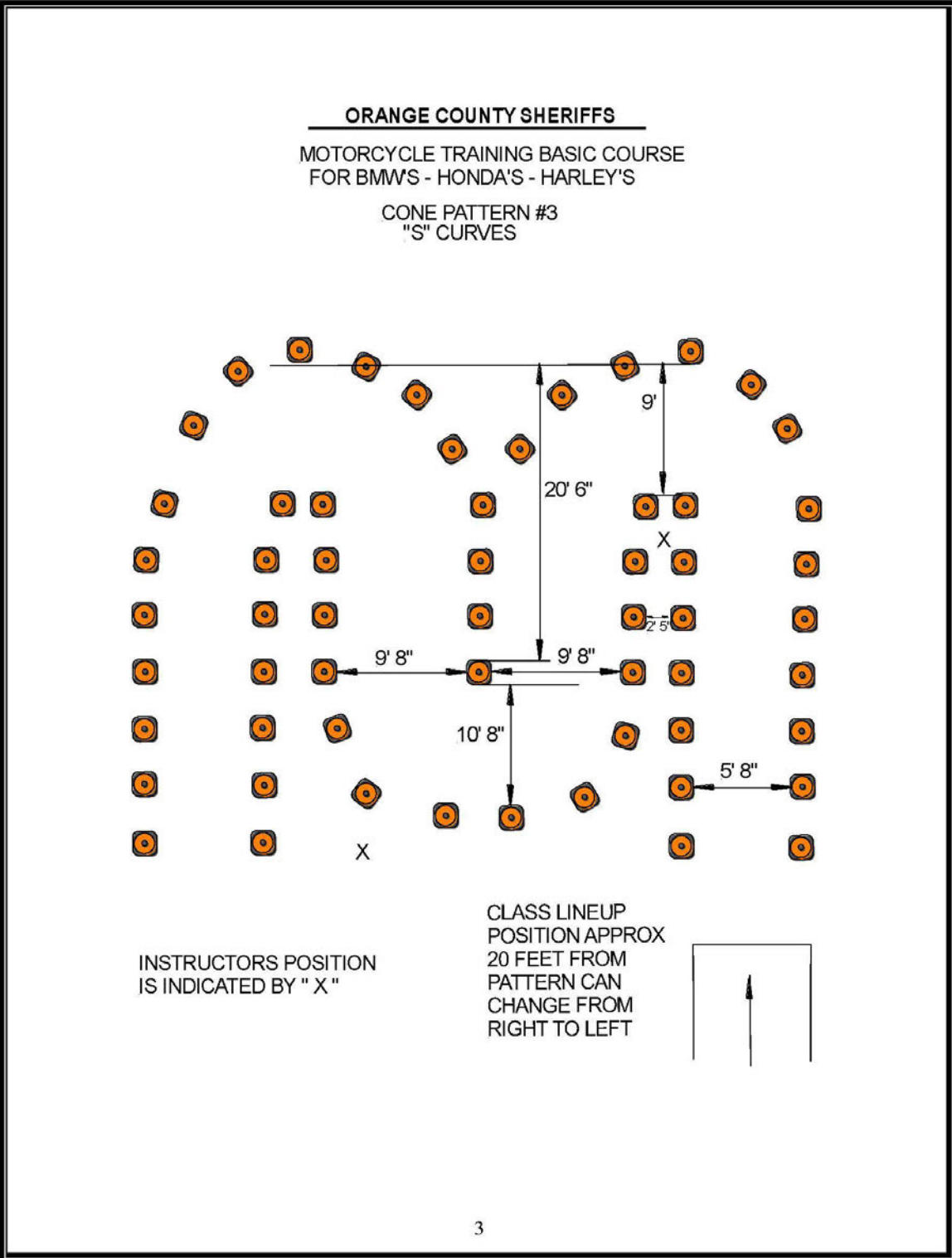
In the event of inclement weather, e.g., rain, sub-freezing temperatures, snow or ice, deputies will park their motorcycles at the nearest approved county or city facility. Motorcycle deputies will be reassigned to patrol units for the remainder of their shift, or until the weather has improved. In the event of a shortage of patrol cars, motorcycle deputies may ride as two-man units. The on-duty shift supervisor should then be notified and advised.

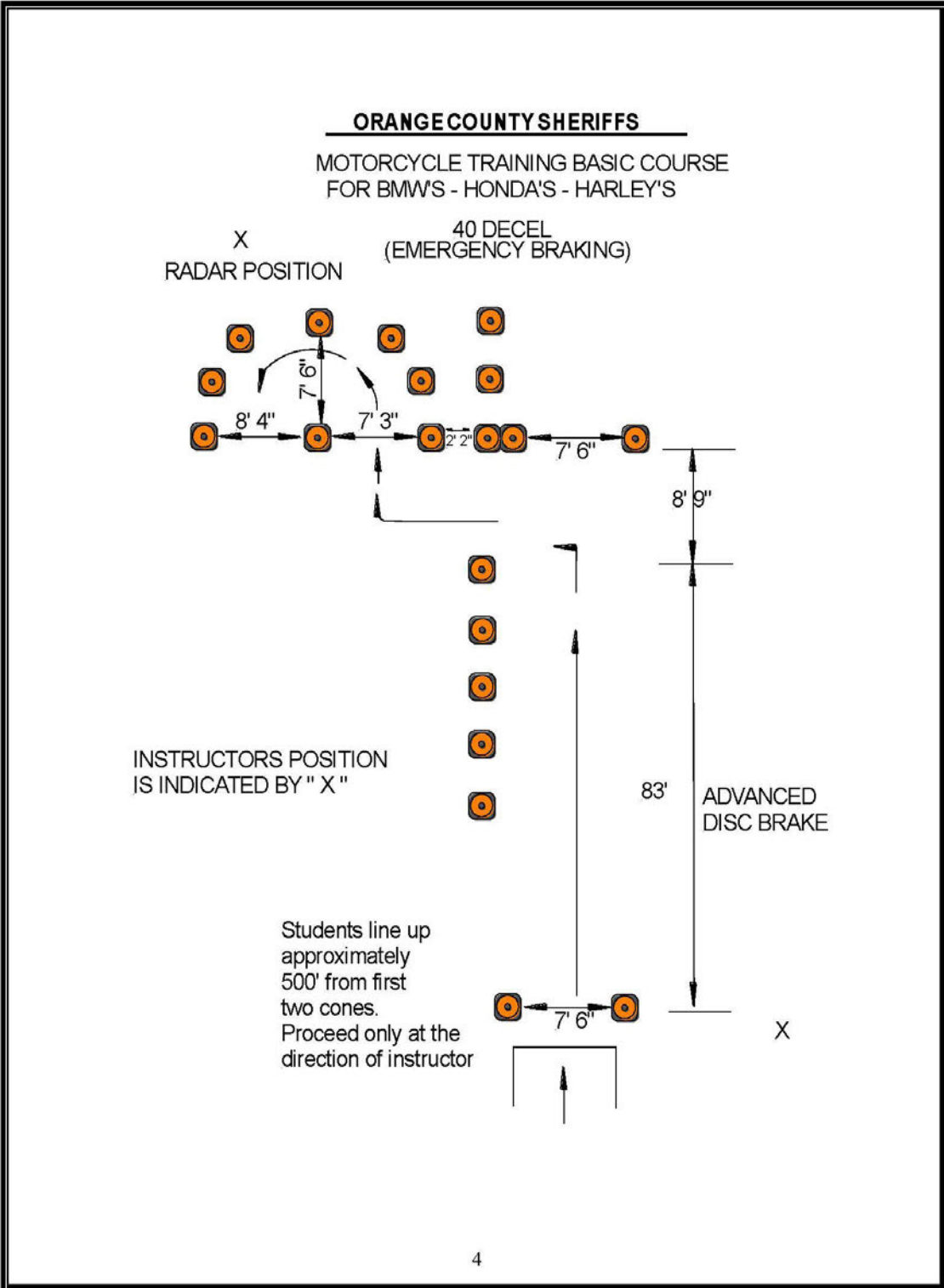
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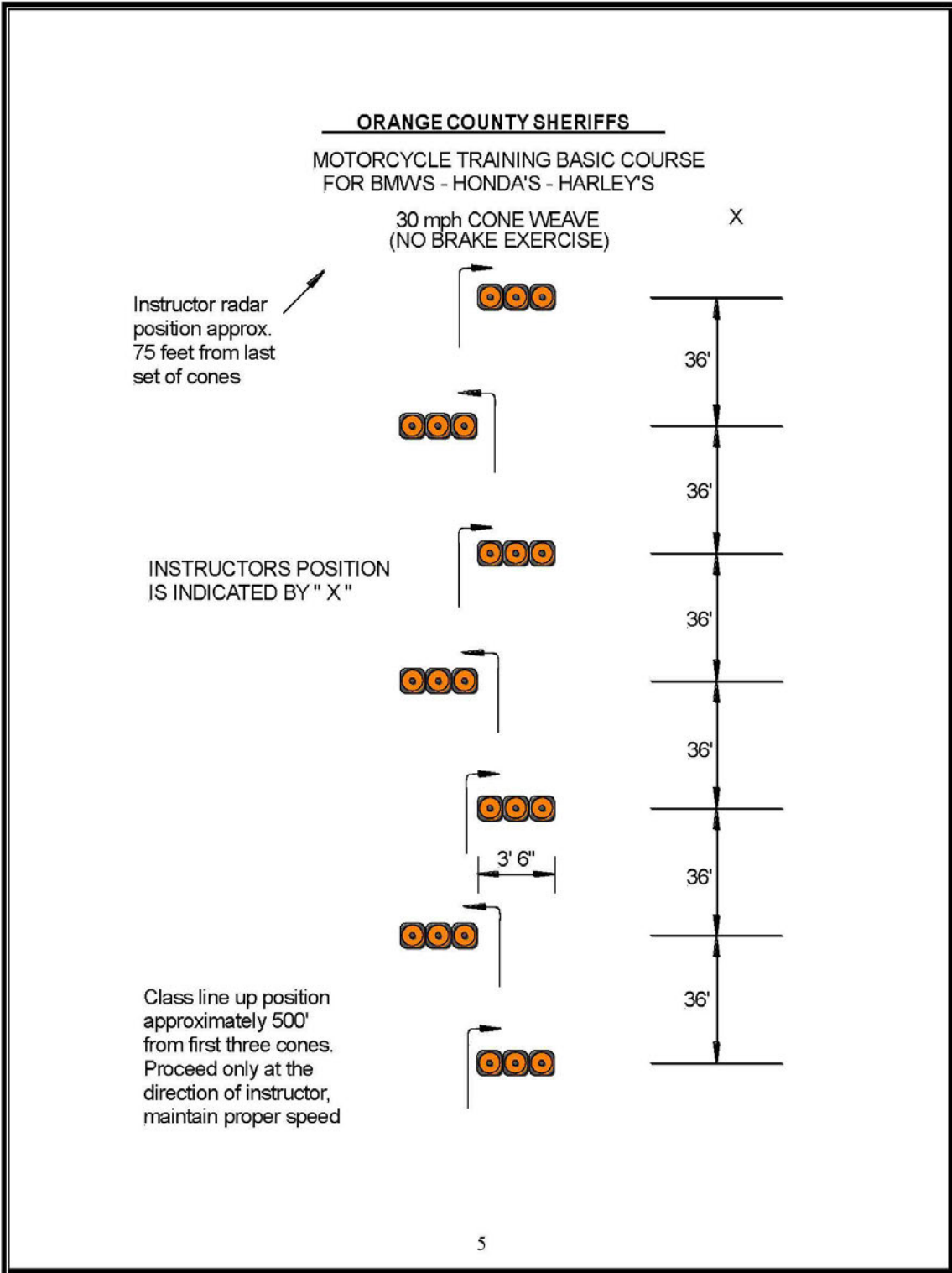
MOTORCYCLE TRAINING BASIC COURSE
FOR BMW'S - HONDA'S - HARLEY'S

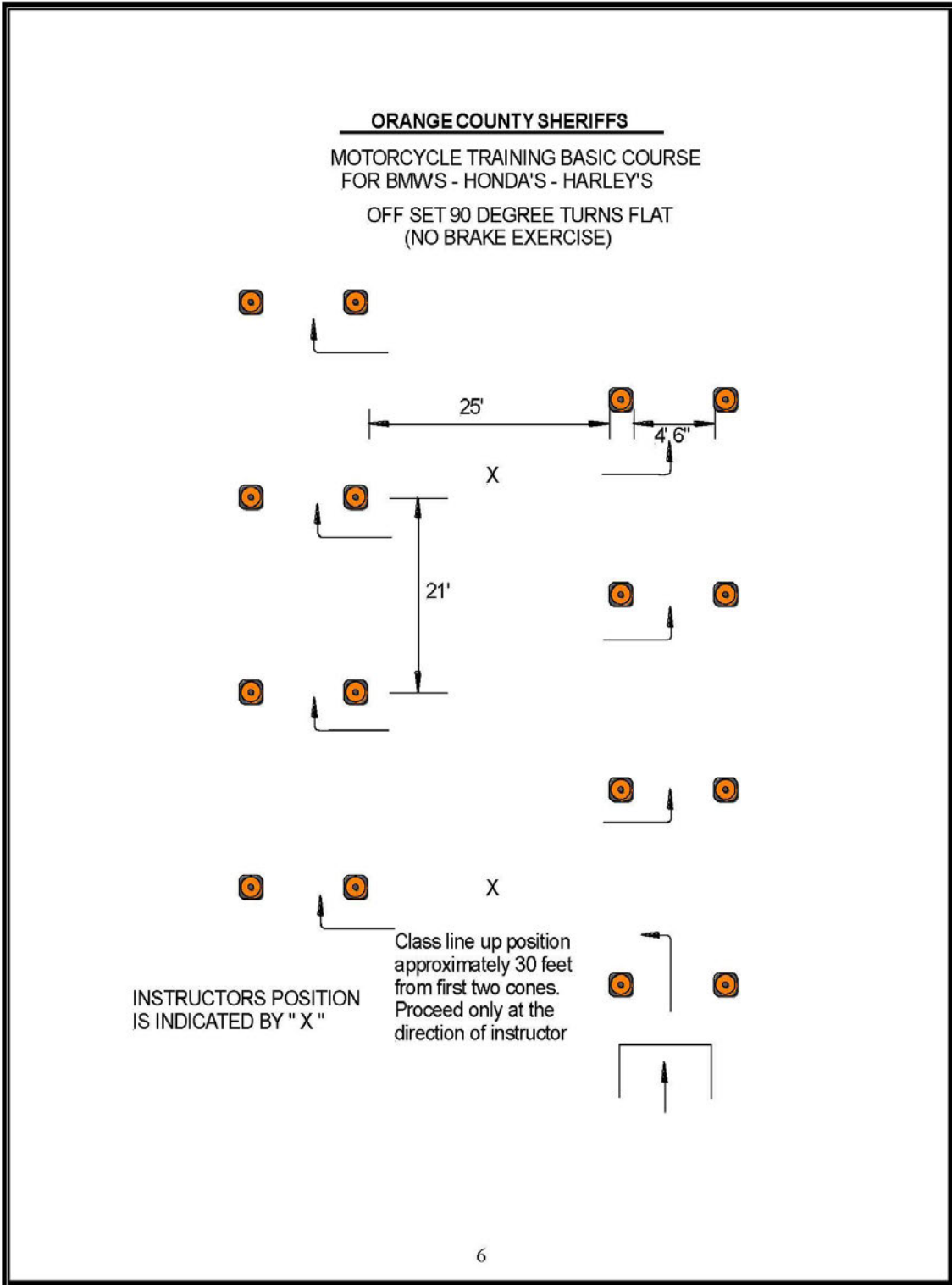
CONE PATTERN #2
"S" CURVES





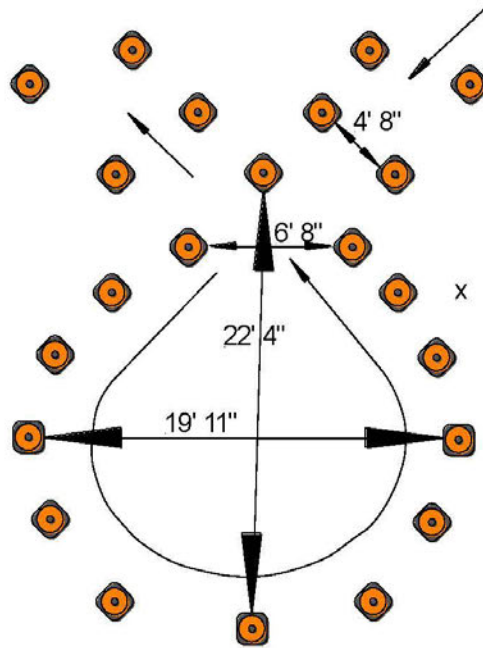
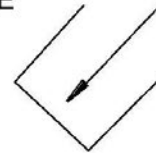






ORANGE COUNTY SHERIFFS

MOTORCYCLE TRAINING BASIC COURSE
FOR BMW'S - HONDA'S - HARLEY'S
LEFT AND RIGHT
SIDE KEYHOLE



Students line up
approximately
20' from first cones,
enter the gate that
the instructor indicates

INSTRUCTORS POSITION
IS INDICATED BY " X "

ORANGE COUNTY SHERIFFS

MOTORCYCLE TRAINING BASIC COURSE
FOR BMW'S - HONDA'S - HARLEY'S

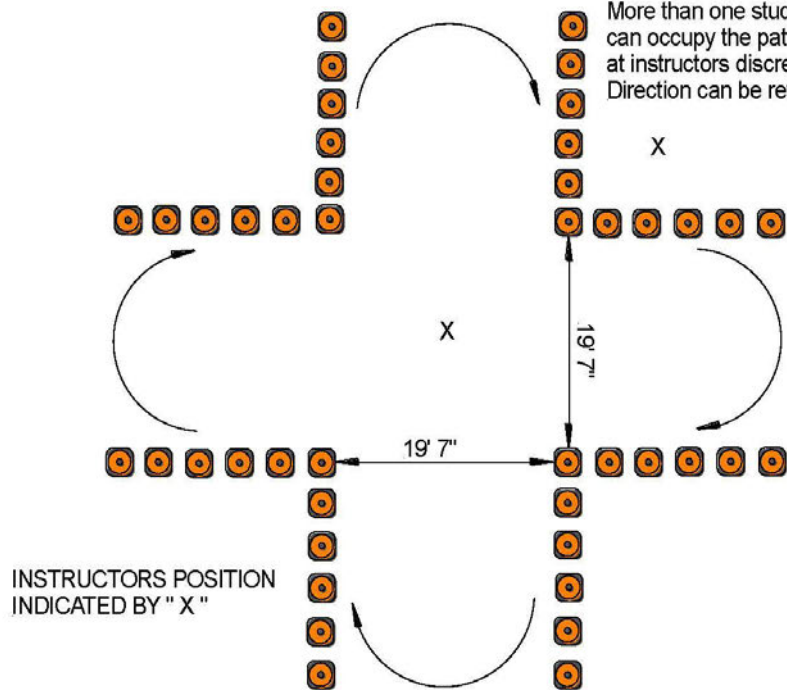
INTERSECTION PATTERN
(NO BRAKE EXERCISE)

Class line up
position approximately
30 feet from pattern.



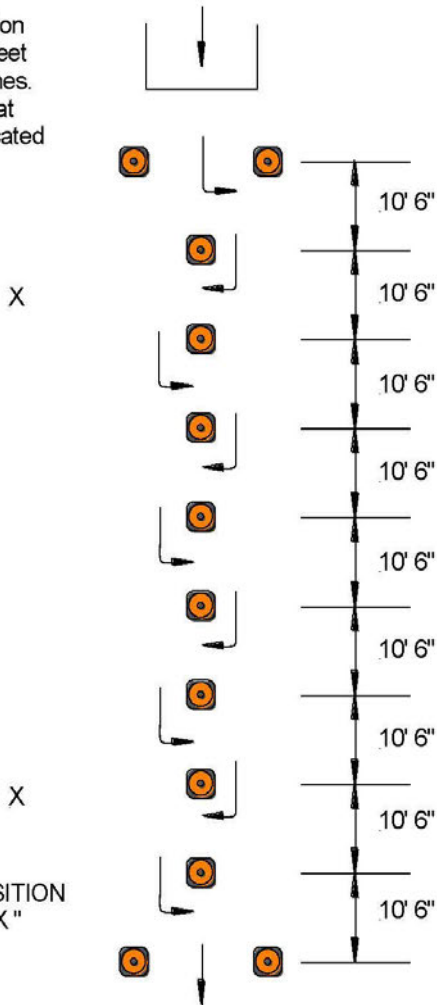
Student enters pattern
as instructor indicates,
and remains inside the
pattern until directed.

More than one student
can occupy the pattern
at instructors discretion.
Direction can be reversed



ORANGE COUNTY SHERIFFS
MOTORCYCLE TRAINING BASIC COURSE
FOR BMW'S - HONDA'S - HARLEY'S
OFF SET 90 DEGREE TURNS FLAT
(NO BRAKE EXERCISE)

Class line up position
approximately 20 feet
from first set of cones.
Entire class starts at
either end, as indicated
by instructor



INSTRUCTORS POSITION
IS INDICATED BY " X "

MOTORCYCLE PROCEDURE AND TRAINING MANUAL
ACKNOWLEDGEMENT

I acknowledge that I have received a copy of the Motorcycle Procedure and Training Manual, and that I have had the opportunity to read and thoroughly review its contents. I also acknowledge that I have a clear understanding of the contents and I shall follow the policies and procedures outlined in the manual.

Date: _____

Name (print) _____

Signature _____

Sergeant: _____