



ROCKFORD POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 50.06

TITLE: Special Purpose Vehicles

SERIES NUMBER: 50

SERIES TITLE / SUBJECT: Operations Support

TOPICS/ REFERENCE: All-Terrain Vehicle, Bomb Squad Truck, Van & Trailer, Canine Squad Cars, Hostage Negotiation Van (HNV), Mobile Command Vehicle (MCV),

APPENDICIES: None

ORIGINAL / EFFECTIVE ISSUE DATE: March 18, 2009

DATE OF LAST REVISION: May 01, 2013

THIS ORDER REMAINS IN EFFECT UNTIL REVISED OR RESCINDED

CALEA STANDARDS: 41.1.3

Policy:

It is the policy of the Rockford Police Department to develop and maintain a safe, effective, efficient and professional fleet of special purpose vehicles. Personnel authorized to operate any special purpose vehicle shall be properly licensed, trained, equipped and proficient in the safe use and care for the vehicle. For the purpose of this policy, any vehicle not designated as a general use marked patrol vehicle or general use unmarked vehicle, is considered a special purpose vehicle.

Purpose:

The purpose of this General Order is to establish guidelines, policy and procedures for the use of special purpose vehicles. Additionally, this policy will outline the qualifications, training and equipment for required for the use of a special purpose vehicle.

These guidelines are not meant to be all-inclusive, since each incident must be dealt with on an individual basis, but are intended as broad guidelines to assist the employees and supervisors involved.

This Order is comprised of the following numbered sections:

- I. DEFINITION
- II. GENERAL PROCEDURES FOR USE OF SPECIAL PURPOSE VEHICLES
- III. EXCEPTIONS
- IV. EFFECTIVE DATE
- V. REVIEWS, REVISIONS AND CANCELLATIONS

I. Definition:

A. Special Purpose Vehicle: Any Rockford Police Department vehicle requiring special training and/or authorization for use due to special licensing requirements, characteristics of the vehicle and/or any special equipment maintained within the vehicle. Special purpose vehicles are not authorized for use as general-purpose patrol vehicles.

1. The Special Purpose Vehicles detailed in this order include:
 - a. All Terrain Vehicles(ATV)
 - b. Bomb Unit Vehicles
 - c. Canine Squad Cars
 - d. Hostage Negotiation Unit Van
 - e. Mobile Command Vehicle (MCV)
 - f. Police Bicycles
 - g. Police Motorcycles
 - h. Surveillance Van
 - i. SWAT Unit Vehicles

II. General Procedures For Use Of Special Purpose Vehicles:

A. All Terrain Vehicles:

1. All terrain vehicles (ATV) are four-wheeled motorized vehicles designed for a single rider for use on pavement and off-road terrain.
2. ATVs will be used as tactical patrol vehicles to gain access to areas where squad cars are generally unable to travel. ATVs may also be used for training, special events and other uses as deemed necessary by the Chief of Police, Commander of the Investigative Services or the Traffic Unit Supervisor.
3. The ATV is to only be operated by members of the ATV Unit who have successfully completed a Department approved training course in the familiarization and safe operation of an ATV.
4. The ATV Unit Supervisor or their designee is responsible for ensuring all routing maintenance, service and repairs are completed on ATVs.
5. ATVs are marked and equipped with emergency lights and sirens. Equipment kept with ATVs will vary depending on the type of deployment.
6. For additional information on the use of ATVs see General Order *40.35- All Terrain Vehicles*.

B. Bomb Unit Vehicles:

1. Bomb Unit vehicles are specialized vehicles for use by the Bomb Unit. The current Bomb Unit vehicles include a specially designed box van and cargo van and a Hurd single vent trailer.
2. Bomb Unit vehicles shall be used for Bomb Unit call outs, training, special events and other uses as deemed necessary by the Chief of Police, the Commander of the Investigative Services Bureau or a Bomb Unit Supervisor.
3. A valid Illinois class D drivers license is required to operate the Bomb Unit box truck and cargo van. When a Bomb Unit vehicle is carrying explosives, an operator who has obtained a special license from the Illinois Department of Natural Resources, Office of Mines and Minerals

must drive the vehicle. The Bomb Unit vehicles are to only be operated by Bomb Unit members.

4. The Bomb Unit Supervisor or their designee is responsible for ensuring all routine maintenance, service and repairs are completed on the Bomb Unit Vehicles.
5. Bomb Unit vehicles are marked and equipped with emergency lights and siren. Equipment kept with the Bomb Unit Vehicles varies depending on call out or assignment. At a minimum the vehicles are equipped with bomb suits, x-ray equipment, tools, disrupters, robot and related items. All vehicles are marked and equipped with emergency lights and siren. A Bomb Unit Supervisor is responsible for conducting a quarterly inspection on all equipment assigned to the unit. A Bomb Unit Supervisor shall ensure a quarterly report is submitted to the Commander of the Investigative Services Bureau regarding the readiness of all equipment.
6. For additional information on the use of Bomb Unit vehicles see General Order *40.17 – Bomb Unit*.

C. Canine Squad Cars:

1. Canine Squads are specially marked vehicles specifically designed to transport police canines during routine patrol.
2. Canine Squads are to be used exclusively by certified Canine Handlers. Any other use of Canine Squads must be authorized by the Chief of Police, the Commander of the Field Services Bureau or the Canine Unit Commander.
3. All drivers must possess a valid Illinois Class D driver's license. No specialized training is required to operate a Canine Squad.
4. Canine Handlers are responsible for the condition of their assigned vehicle and for scheduled maintenance.
5. All Canine Squads are marked and equipped with emergency lights and siren. Equipment for the Canine Squads will be specified and approved by the Canine Unit Commander and/or the Commander of the Field Services Bureau.
6. For additional information on the Canine Unit see General Order *40.33 – Law Enforcement Canines*

D. Hostage Negotiation Unit (HNU) Van:

1. The HNU van is used to store and transport equipment necessary to support the Hostage Negotiation Unit. The van may be used for Hostage Negotiation Unit call outs, training and to support other units or situations as deemed necessary by the Chief of Police, Commander of the Investigative Services Bureau or a supervisor of the Hostage Negotiation Unit.
2. The Chief of Police, Commander of the Investigative Services Bureau or a Hostage Negotiation Unit Supervisor must approve the use of the HNU Van.
3. Only Hostage Negotiation Unit members are authorized to operate the van and equipment. All drivers must possess valid Illinois Class D driver's license. Specialized training regarding the use of HNU equipment is required to operate the equipment within the Hostage Negotiation Unit van.

4. The Hostage Negotiation Unit Supervisor has the overall authority and responsibility for the van. The Unit Supervisor is responsible for ensuring a quarterly inspection is completed on all equipment. The Unit Supervisor is responsible for conducting a quarterly inspection on all HNU assigned equipment. The Unit Supervisor shall ensure a quarterly report is submitted to the Commander of the Investigative Services regarding the readiness of all equipment.
 5. Equipment for the Hostage Negotiation Unit and van will be specified and approved by the Hostage Negotiation Unit Commander and/or the Commander of the Investigative Services Bureau.
 6. For additional information on the Hostage Negotiation Unit see General Order *40.15 – Hostage Negotiation Unit*.
- E. Mobile Command Vehicle (MCV):
1. The MCV is a field operations center where supervisors can take control of critical incidents, monitor large events or use as a community relation's tool.
 2. Any supervisor at the scene of a critical incident may request the deployment of the MCV, however only the Chief of Police, Deputy Chief or a Assistant Deputy Chief may authorize deployment.
 3. All drivers must possess a valid Illinois Class B drivers license. All members assigned to the Mobile Command Unit must demonstrate proficiency with the various systems contained within the MCV.
 4. The Mobile Command Unit supervisor is responsible for the upkeep and routine maintenance of the MCV. At the end of each deployment the supervisor is responsible to ensure all supplies are replenished.
 5. The MCV is marked and equipped with emergency lights and siren. Equipment for the MCV will be specified and approved by the Mobile Command Unit supervisor and/or the Commander of the Administrative Services Bureau. A Mobile Command Unit Supervisor is responsible for conducting a quarterly inspection on all MCV assigned equipment. The Unit Supervisor shall ensure a quarterly report is submitted to the Commander of the Administrative Services Bureau regarding the readiness of all equipment.
 6. For additional information on the use of the Mobile Command Vehicle see General Order *2001-01 – Operation on the Mobile Command and Communications Vehicle*.
- F. Police Bicycles:
1. Police Bicycles are specially marked mountain bikes designed for use on road and off road.
 2. Police Bicycles are used for general patrol, special events, community services and other uses as deemed necessary by the Chief of Police, Commander of the Field Services Bureau or a supervisor of the M3 Streets Team Unit or Community Services Unit.
 3. Only sworn officers who have attended a Police Cyclist or similar course are permitted to ride the Police Bicycles.
 4. Police Bicycles are assigned to the M3 Streets Team Unit and the Community Services Unit. Each assigned officer is responsible to report any damage or malfunctions to their supervisor. Each unit's supervisor(s)

is responsible for ensuring routine maintenance and repairs are completed on the Police Bicycles

5. Police Bicycles are equipped at a minimum with a front lighting system, a rear safety light, 2 water bottles and cages, equipment bag, repair kit and replacement inner tube. Additional equipment varies depending on use.

G. Police Motorcycles:

1. Police Motorcycles are specially marked and outfitted two wheeled cycles designed for traffic related duties.
2. Police Motorcycles shall be used for traffic enforcement, escorts, special events and other uses as deemed necessary by the Chief of Police, The Commander of the Field Services or the Traffic Unit Supervisor. Police Motorcycles are not to be used during periods of inclement weather. (e.g. Rain, Snow, Ice)
3. All operators must have a valid Illinois class MC license to operate a Police Motorcycle.
4. Each Police Motorcycle operator is responsible reporting any damage or maintenance issues regarding the motorcycle to the Traffic Unit Supervisor.
5. Police Motorcycles are equipped with emergency lights and siren, police radio and other equipment deemed necessary to function as intended.
6. For additional information on the use of Police Motorcycles see General Order *40.01 – Police Motorcycles*.

H. Surveillance Van:

1. The Surveillance Van is a specially equipped vehicle designed to act as a listening and observation post.
2. The Surveillance Van's use is limited to undercover related activities. Other uses must be authorized by the Chief of Police, the Commander of the Investigative Services Bureau or the supervisor the Rockford Narcotics Unit.
3. The Surveillance Van is to be operated by members of the Rockford Narcotics Unit. Other members of the Department wishing to use the Surveillance Van must have approval by the Rockford Narcotics Unit Supervisor and authorization by the Commander of the Investigative Services Bureau. A valid Illinois class D driver's license is required to operate the Surveillance Van.
4. The supervisor of the Rockford Narcotics Unit is responsible for ensuring routine maintenance, service and repairs are completed. Any operator of the Surveillance Van is required to report any damage or malfunctions regarding the Surveillance Van or equipment to the supervisor of Rockford Narcotics.
5. The Surveillance Van is equipped with various audio and video recording equipment. Additional equipment is added as needed depending on the use.

I. SWAT Unit Vehicles:

1. SWAT Unit vehicles are specialized vehicles designed for use by the SWAT Unit. The SWAT Unit currently utilizes a Tactical Command Vehicle, an Equipment Vehicle, an Armored Vehicle, a Ladder van and a Sniper Van. SWAT Unit vehicles shall be used for SWAT Unit call outs, training, special

events and other uses as deemed necessary by the Chief of Police, Commander of the Investigative Services Bureau or a SWAT Unit Supervisor.

2. SWAT Unit vehicles may only be operated by SWAT Unit members. A valid Illinois class D driver's license is required to operate a SWAT Unit vehicle.
3. The SWAT Unit Commander or their designee is responsible for ensuring all routine maintenance, service and repairs are completed on all SWAT Unit vehicles.
4. Equipment kept with the SWAT Unit vehicles varies depending on call out or assignment. At a minimum SWAT Unit vehicles are equipped with various weapons, protective gear and forced entry tools. All vehicles are marked and equipped with emergency lights and siren. A SWAT Unit Supervisor is responsible for conducting a quarterly inspection on all equipment assigned to the unit. The SWAT Unit Supervisor shall ensure a quarterly report is submitted to the Commander of the Investigative Services Bureau regarding the readiness of all equipment.
5. For additional information on the use of SWAT Unit vehicles see General Order *40.16 – SWAT Unit Organization and Procedures*.

III. Exceptions:

- A. All listed vehicles are authorized to be operated by Department approved mechanics for the sole purpose of maintenance and service.
- B. The Chief of Police must approve any other use of the above listed special-purpose vehicles.

IV. Effective Date:

- A. The Department's policy on Special Purpose Vehicles became effective on March 18, 2009.

V. Reviews, Revisions and Cancellations:

- A. This General Order will be reviewed annually by the Investigative Commander of the Office of Professional Standards and, when necessary, revised or cancelled in accordance with the procedures for reviewing written directives established in General Order *10.01 – Written Directives*.
- B. Any employee with suggestions for revisions and/or improvements to this order are encouraged to submit their ideas to the Commander of the Office of Professional Standards.

BY ORDER OF

_____/_____/_____
Chet Epperson
Chief of Police