

Non-Standing Community Bike Patrol Unit Expectations

Non-Standing Units are the lead community relations agents for the Sheriff's Office. Due to their enhanced visibility, members are expected to meet additional requirements to maintain their skills, proficiency and credibility. In order to be recognized as an "active member" of a non-standing unit, and have an acceptable level of participation, members must satisfy the requirements/expectations as specified by their perspective non-standing unit. All members of the Sheriff's Office Community Bike Patrol Unit are required to follow all SOP's and meet the following minimum expectations:

- At all times, Bike Team members are required to conduct themselves in a manner that reflects positively on the Agency in accordance with established Agency and County policies.
- To be recognized as a member with an active status and acceptable level of participation, you are required to attend at least one team training exercise and participate in at least 25% of Bike Team missions/events per calendar year.
- You are required to assist with maintaining, inspecting and the cleaning of bicycles as needed.
- You are required to report any injury sustained while performing an assigned Community Bike Patrol Unit duty to a Bike Patrol Unit supervisor as soon as it is practical.
- You are required to inform a Bike Patrol Unit Supervisor of any lost or damaged equipment as soon as it is practical to do so.
- You are to ensure that a Bike Patrol Unit supervisor is informed prior to any use of equipment for reasons other than on-site training at the Public Safety Complex.
- You are to ensure that your contact information is current and provided to Bike Patrol Unit supervisors.
- You are required to check your email account during your shift and respond with your availability for all missions.

Members of the Sheriff's Office Community Bike Patrol Unit may be suspended or removed from the unit should they fail to consistently meet the minimum expectations, come under investigation, are suspended from full duty status (non-medical) or receive formal discipline. For those who fail to meet the aforementioned minimum requirements/expectations, the Chief, Professional Services Branch will exercise his/her discretion when initiating a suspension or dismissal, taking into consideration all applicable facts and the circumstances pertaining to the situation.

The Chief, Professional Services Branch, a member of Internal Affairs or a Community Bike Patrol Unit Coordinator will notify you if you are suspended from the Bike Unit, and when the suspension is lifted. During your suspension:

- You are only permitted to train in order to maintain proficiency and meet minimum standards, unless otherwise directed by the Chief, Professional Services Branch. You will be informed of the type of training you are permitted to participate.
- You will not be permitted to participate in any other Bike Unit event or assignment.

Non-Standing Unit Member Agreement

I acknowledge receipt of the expectations of the **Community Bike Patrol Unit**. I understand, and I agree to comply with, all of the requirements set forth in this document. I also understand that noncompliance, on my part, with any of the aforementioned requirements, can adversely affect my standing as an “actively participating member” of the **Community Bike Patrol Unit**.

Print Name

Signature

Date

Supervisor’s Signature