

Non-Standing Motor 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 Motor Unit are required to follow all SOP's and meet the following minimum expectations:

- At all times, Motor Unit 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 four team training exercises and participate in at least 25% of Motor Unit missions/events per calendar year.
- You are required to maintain a Class M or M2 Motorcycle license.
- You are required to assist with maintaining, inspecting and the cleaning of the motorcycles as needed.
- You are required to report any injury sustained while performing an assigned Motor Unit duty to a Motor Unit supervisor as soon as it is practical.
- You are required to inform a Motor Unit supervisor of any lost or damaged equipment as soon as it is practical to do so.
- You are to ensure that a Motor Unit supervisor is informed prior to any use of a motorcycle for reasons other than on-site training at the Public Safety Complex.
- You are required to complete the Mileage Tracking Log prior to leaving the sally port with a motorcycle.
- You are required to complete all required paperwork within three days of using a motorcycle.
- You are required to ensure that your contact information is current and provided to Motor Unit supervisors.
- You are required to check your emails during your shift and respond when requested by Motor Unit supervisors.
- You are required to successfully maintain your Motor Unit Certifications as required by the Fairfax County Sheriff's Office and satisfy minimum monthly training requirements.

Members of the Sheriff's Office Motor 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 Motor Unit supervisor will notify you if you are suspended from the Motor Unit, and when the suspension is lifted. During the suspension, you are required to comply with the following guidance:

- 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 which aspects of training you are permitted to participate.
- You are not permitted to participate in any other Motor Unit event or assignment.

Non-Standing Unit Member Agreement

I acknowledge receipt of the expectations of the **Motor 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 **Motor Unit**.

Print Name

Signature

Date

Supervisor's Signature