

Laurel Police Department – General Order  
Chapter V, Section 100, Order 5/101A - Segway® Patroller  
December 4, 2009

**5 / 101A.05 POLICY**

It is the policy of this Department to operate the Segway® Patroller to supplement the mission of the Patrol Division.

**5 / 101A.10 PURPOSE**

To provide guidance for the safe operation and proper use of the Segway® Patroller as another form of transportation for members of the Patrol Division.

**5 / 101A.15 DEFINITIONS**

Segway® Patroller [Segway® PT] - A motorized vehicle having two wheels on one axle that balances itself using gyroscopes and tilt sensors.

Unit – Segway® PT

Unit Operator – Operator of a Segway® PT

**5 / 101A.20 PROCEDURES**

**A. TRAINING**

1. Prior to operating a Segway® PT, employees will successfully complete a Department sponsored or authorized training program.
2. Successful completion of training shall be documented in the employees Training file.

**B. UNIFORM REQUIREMENTS**

1. Unit Operators shall wear at all times the following uniform while operating the Unit
  - a. Departmental regulation Class B uniform
    - 1) The Mountain Bike shirt may replace the Class B uniform shirt
  - b. Departmental regulation Mountain Bicycle Helmet with chinstrap
  - c. Protective shatter resistant glasses
  - d. Sunglasses shall not be worn during periods of darkness or reduced visibility
  - e. Standard operational equipment usually worn during routine foot patrol
  - f. Department issued Traffic Safety vest at all times in low light conditions

**C. INSPECTION**

1. Prior to placing the Unit into service, all Unit Operators will conduct an inspection of the Unit to ensure
  - a. Tires are properly inflated
  - b. Cleanliness
  - c. Adequate charged battery
    - 1) The unit shall not be operated unless there is at least a 50% battery charge reading
  - d. There is no Unit damage of any kind
  - e. There is no Unit malfunction of any kind
2. Unit Operator shall complete the Daily Segway® Inspection Report, Attachment A, to document any and all damages and/or malfunctions

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Chapter V, Section 100, Order 5/101A - Segway® Patroller  
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D. OPERATIONAL REQUIREMENTS

1. Unit Operators shall comply with the provisions of General Order 5/101- Patrol Operations, Sections 5/101.20.F, 5/101.20.G and 5/101.20.H
2. Unit Operators are considered foot patrol officers with increased mobility
3. Unit Operators shall always use the power assist mode when moving the unit without riding it.
4. Unit Operators shall yield to pedestrian traffic
5. Every reasonable attempt will be made to avoid unnecessarily surprising pedestrians when approaching them from behind. Unit Operators shall announce their presence, slow down and pass on the left if possible
6. When pedestrian traffic is heavy, Unit Operators shall slow down and proceed at the pace of the sidewalk traffic
7. Unit Operators shall slow down for corners and before making turns to avoid striking a pedestrian that cannot be easily seen
8. Unit Operators shall not operate units, except in emergency situations or when authorized to do so by a supervisor and then only when exercising the greatest degree of caution, on the following highways/roadways:
  - a. U.S. Route 1
  - b. MD State Route 197
  - c. MD State Route 198
  - d. On roadways where bicycles and pedestrians are prohibited by law or regulation
9. Unit Operators shall identify themselves and area assigned to the Communication Section when going into service as one of the following
  - a. Unit 1 X (X-ray) 1 and area assigned
  - b. Unit 2 X (X-ray) 2 and area assigned
  - c. Unit 3 X (X-ray) 3 and area assigned
  - d. Unit 4 X (X-ray) 4 and area assigned
  - e. Unit 5 X (X-ray) 5 and area assigned
10. Unit Operators shall complete the Daily Segway® Activity Report, Attachment A, during their tour of duty as an operator of the Unit
  - a. The Report shall be turned in at the end of their tour of duty to the shift supervisor
  - b. The shift supervisor shall maintain the report for a period of ninety (90) days
  - c. The shift supervisor shall give a copy of the report to the OIC/Manager of Grants
11. Unit Operators shall operate the Unit properly at all times, including
  - a. Keeping both hands on the handlebar except when operating the police radio or giving hand signals
  - b. Before dismounting, assess the situation to determine the likely length of separation from the Unit, activate the internal security system or use the issued locking mechanism
12. Unit Operator shall not make traffic stops and/or engage in vehicle pursuits
13. Unit Operators shall not smoke while operating the Unit

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Chapter V, Section 100, Order 5/101A - Segway® Patroller  
December 4, 2009

14. Unit shall only travel curb side on Main Street to avoid pedestrian traffic.
15. Any Unit that has a malfunction shall not be placed into service
16. Any collision of the Unit with a person(s), structure and/or vehicle shall be
  - a. Documented by the Unit Operator
    - 1) Daily Segway® Inspection Report, Attachment B.
    - 2) Departmental Incident Report
  - b. Reported to the shift supervisor immediately

**E. STORAGE**

1. The Unit, when not in operation, shall be stored in an appropriate holding room within the Department facility.
2. The Unit ‘InfoKey’ Controller, when not engaged in the Unit, shall be stored in the Communications Office
3. To obtain an ‘Infokey’ from Communications, Unit Operators will have to sign the appropriate sign out sheet.

**F. ATTACHMENTS**

1. Attachment A – Daily Segway® Inspection Report
  - a. Document inspection of the Unit
    - 1) Per use of Unit
  - b. Document damage and/or malfunction of the Unit

**G. REFERENCE MANUALS**

1. A hard copy of the Unit Reference Manual and Supplement Manual are maintained in the Planning and Research Office, Binder Number 17

**H. REPORTS**

1. The Patrol Commander shall on a monthly basis compile a complete listing of all activities of all ‘In-Service Units.
2. The Report shall be forwarded to the Grant Administrator for appropriate documentation.

**5 / 101A.25 GOVERNING LEGISLATION AND REFERENCES**

Segway® PT Reference Manual, 2006  
Segway® PT Reference Manual Supplement, 2007

**5 / 101A.30 ANNEX**

None