

# JACKSONVILLE POLICE DEPARTMENT

## POLICE VEHICLE: EQUIPMENT & MAINTENANCE

Policy: 16-4

Effective: 01-01-09

Revised: 05-02-19

**PURPOSE:** This policy specifies the needed equipment in an officer's assigned vehicle to facilitate the efficient and safe discharge of an officer's duties and to make officers aware of their responsibility in maintaining their assigned vehicle.

**POLICY:** The Jacksonville Police Department will supply its officers with the necessary equipment to perform their assigned duties. Each officer shall be responsible for assuring that their assigned vehicle is clean inside and out, and that the fuel, oil, water, battery, brakes, lights, tires, and emergency equipment of the assigned vehicle are at their capacity levels and in good working order.

### PROCEDURES:

#### I. OFFICER RESPONSIBILITIES

- A. Following inspection, any defects, including body or interior damage, will be reported to the supervisor prior to beginning the tour of duty. This information should be documented on the Daily Vehicle Inspection Form (JPD Form 16-5a) and submitted to the appropriate shift Supervisor.
- B. Each officer shall search the vehicle for contraband and weapons at the beginning and end of each tour of duty, and before and after any person is placed or transported in the vehicle.
- C. Each officer will be responsible for keeping assigned police vehicles washed and clean.
- D. Each officer is responsible for keeping the interior of the unit clean and free from dirt, trash, and objects on the floor and under the seats.
- E. Each officer shall be responsible for reporting any minor repairs and maintenance needed to their assigned equipment using the Vehicle Maintenance Request Form (JPD Form 16-5b).

#### II. PATROL VEHICLE APPARATUS

- A. Vehicles used in routine or general patrol service, whether conspicuously marked or unmarked, must be equipped with operational emergency lights and a siren.
- B. Since the patrol vehicle is used in both emergency and routine responses, certain equipment for the safe and timely use of patrol officers is deemed necessary, such as:
  1. Emergency Warning Lights: These lights are the primary visual warning device to be used during emergency responses and vehicle stops. These lights are to be blue in color. Included in this category are exterior lights, such as the light bar, grill lights, rear mounted deck lights, and any other administratively approved light to be used during emergency response. The patrol vehicle will also be equipped with alley lights and "take-down" lights.
  2. Siren: According to A.C.A §27-37-202(b)(3), both visual and audio warning devices must be used in conjunction with each other; therefore, all patrol vehicles must be equipped with a siren. The siren must also have a public address system to be used by the officer as necessary.

#### III. PATROL VEHICLE EQUIPMENT

- A. Each vehicle will have equipment assigned to that patrol car that must be kept clean and ready to use. Equipment shall also be stored in a neat manner in the vehicle.

- B. Following is a list of recommended equipment that is to be kept inside of the patrol vehicle. Equipment will be replenished when necessary:
1. Crime scene tape;
  2. Roller tape;
  3. Flash light charger;
  4. Leg restraints;
  5. First-aid kit;
  6. Fire Extinguisher;
  7. Tire jack and tire tool;
  8. Fingerprint kit;
  9. Screwdriver/pliers; and
  10. Tire pressure gauge.

ALEAP: 7.26

A handwritten signature in black ink that reads "Brett Hibbs". The signature is written in a cursive style with a horizontal line underneath the name.

Brett C. Hibbs  
Chief of Police