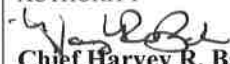


Washington Suburban Sanitary Commission Police

GENERAL ORDER

TITLE INSPECTION OF POLICE VEHICLES			PROCEDURE NUMBER G.O. 1002.0
SECTION Uniform and Equipment	DISTRIBUTION A	EFFECTIVE DATE 9/14/16	REVIEW DATE 04/8/18
REPLACES			
RELATED GENERAL ORDERS	REFERENCES CALEA	AUTHORITY  Chief Harvey R. Baker	

I. PURPOSE

This General Order establishes a system for the inspections of police vehicles to detect unsafe conditions, encourage good maintenance practices and ensure accountability for the vehicles and its equipment.

II. INSPECTIONS

- A. The officer assigned to a vehicle will conduct daily inspections of the vehicle and its equipment prior to its use. Any damage, discrepancies or unsafe conditions found will be immediately brought to the attention of the officer’s supervisor. If the damage or discrepancy occurs, or is discovered, when the officer is off duty, the on duty supervisor will be notified.
- B. Shift supervisors will personally inspect all vehicles assigned to officers under their immediate supervision at least once a month. Shift supervisors will use the Vehicle Inspection form (attached) when conducting vehicle inspections and will retain a record of all vehicle inspections.
 - 1. Vehicles that are to be inspected include: cruisers, unmarked vehicles, boats, ATVs that are normally used for patrolling within the WSSC Sanitary District.
- C. Shift supervisors will ensure that any visible damage, deficiency in equipment or an unsafe condition is recorded on the Vehicle Inspection form.
- D. Shift supervisors will investigate any new, unreported damage and submit a report to the WSSC Chief of Police detailing the findings and recommendations.

NOTE: Any emergency condition, i.e. – mechanical or vehicular damage that warrants the vehicle being placed out of service immediately will be handled by the on-duty supervisor and reported to the WSSC Chief of Police.

Inspection of Police Vehicles
GO 1002.0

III. EQUIPMENT

- A. Prior to use officers will ensure that any vehicle used by them is equipped with the proper minimum equipment listed below:
- a. First Aid and Infectious Disease Kits;
 - b. Fire Extinguisher;
 - c. Road Flares and/or Traffic Light Sticks (Wands);
 - d. Traffic Vest;
 - e. Police Line Tape;
 - f. Rescue Discs;
 - g. Digital Camera;
 - h. Gas Mask and Helmet;
 - i. Disposable Blankets, if available.
- B. WSSC may, at its option, require additional equipment to be carried in police vehicles. Such equipment will be documented on the Vehicle Inspection form under the other section of the form.

End of Document