

Louisville Metro Police Department

Standard Operating Procedures	SOP Number: 4.16
	Effective Date: 06/13/05 Prv. Rev. Date: 11/18/21 Revised Date: 09/07/23
	Accreditation Standards: KACP: 19.6, 19.7, 21.3, 22.6
Chapter: Uniform and Equipment	
Subject: Vehicle Equipment	

4.16 VEHICLE EQUIPMENT

4.16.1 COMMUNICATION SERVICES

MetroSafe Communication Services personnel are responsible for installing and repairing departmentally-approved, non-factory electronic equipment on departmental vehicles.

Electronic equipment, except for that outlined in section 4.16.8, which is installed in a member's departmental vehicle, and which was not installed by MetroSafe Communication Services personnel, will be inspected by a MetroSafe Communication Services technician for proper installation before being used.

4.16.2 EMERGENCY EQUIPMENT

Members who are seeking to repair, replace, or augment any equipment on their assigned vehicles will submit the Vehicle Marking/Equipment Change Request for Authorization form (LMPD #04-04-0187) to the Administrative Services Division Commander, through the appropriate chain of command.

Divisions/sections/units are prohibited from purchasing additional lighting or other emergency equipment for a departmental vehicle, including a specialty vehicle, without coordination through the Metro Fleet Services Vehicle Coordinator and prior approval from the Vehicle Impoundment Unit (VIU)/Fleet Lieutenant, or their designee.

4.16.3 MARKED VEHICLES

Marked patrol vehicles are conspicuously decalated with departmentally-approved insignias and are equipped with the following:

- Fully-charged fire extinguisher
- 12 or more road flares
- Mobile two (2)-way radio charger
- Public address (PA) system
- Exterior-mounted emergency lighting package
- Alternating flashing headlight system
- Siren system
- Flashlight charger
- Spare tire and jack (unless removed by the Metro Fleet Services Vehicle Coordinator)

Vehicle equipment that needs to be repaired, replaced, or replenished should be taken to MetroSafe Communication Services, for communication or lighting issues, or Metro Fleet Services, for all other issues.

Louisville Metro Police Department

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4.16.4 UNMARKED VEHICLES

Unmarked vehicles should be used primarily for traffic enforcement, investigative, administrative, or other purposes as designated by the Chief of Police, or their designee. Unmarked vehicles should not normally be used for routine patrol. All unmarked vehicles are equipped with the following:

- Fully-charged fire extinguisher
- 12 or more road flares
- Mobile two (2)-way radio charger
- Emergency lighting package
- Alternating flashing headlight system (except on models that are not compatible with aftermarket flashers (e.g., projector lenses), etc.)
- Siren system
- Spare tire and jack

Vehicle equipment that needs to be repaired, replaced, or replenished should be taken to MetroSafe Communication Services, for communication or lighting issues, or Metro Fleet Services, for all other issues.

4.16.5 SPECIALTY UNMARKED VEHICLES

Surveillance or undercover cars are equipped to suit the needs of the division/section/unit.

4.16.6 SPECIAL PURPOSE VEHICLES (KACP 21.3)

Special purpose vehicles include the following:

- Bomb Squad truck
- Canine Unit vehicles
- Mobile Command Post
- Educational display police cars
- Expressway/traffic patrol
- School buses
- Underwater Search and Recovery Unit (USRU)/Dive Team boat
- River Patrol boats
- Helicopter
- Special Weapons and Tactics (SWAT) Team van (KACP 19.6b)
- Hostage Negotiation Team (HNT) van (KACP 19.7b)
- Police Report Technician (PRT) vehicles
- All-terrain vehicles (ATVs)
- Police mountain bikes (weather permitting)
- Electric standup vehicles (ESVs)
- Crime Scene Unit (CSU) vehicles

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Chapter: Uniform and Equipment	
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4.16.6 SPECIAL PURPOSE VEHICLES (CONTINUED)

Special purpose vehicles are marked and equipped to suit the needs of the specialty unit and the department. Special purpose vehicles may only be operated as emergency vehicles when equipped with lights and siren, as required by state law.

Members must have authorization from an appropriate commanding officer prior to operating a special purpose vehicle. If required by law, the appropriate specialized driver's license and/or specialized training are required for the operation of certain special purpose vehicles. Officers who are assigned as full-time or part-time Bicycle and ESV Patrol or ATV Patrol officers are assigned at the discretion of the appropriate division commander. Bicycle Patrol officers must complete the Louisville Metro Police Department (LMPD) 40-hour Police Mountain Bike In-Service Training class and comply with safety equipment requirements (refer to SOP 4.7). ESV Patrol or ATV Patrol officers must complete a departmentally-approved training course and wear a United States (US) Department of Transportation (DOT)-approved helmet. ATVs may be operated on roadways only if equipped with emergency lights and siren.

In order to act as the Pilot in Command, officers who are assigned as an LMPD Air Unit pilot must possess at least a Private Rotorcraft License and be rated for the particular type of aircraft to be flown. It is the responsibility of the Chief Pilot to verify that each pilot remains credentialed and current with Federal Aviation Administration (FAA) and Federal Communications Commission (FCC) regulations so that crew members may continue to perform their duties.

Officers who are assigned to the LMPD River Patrol or USRU/Dive Team must successfully complete the Kentucky Department of Fish and Wildlife Resources (KDFWR) Boating Safety Course (8.0 hours) prior to operating LMPD watercraft.

4.16.7 FIREARMS

Only departmentally-approved firearms may be stored in a departmental vehicle. Long-barreled weapons will either be stored in a departmentally-approved "in-car" mount or secured in the trunk (refer to SOP 4.13). When storing a handgun in a vehicle, the handgun must be stored in a locked compartment (e.g., trunk, glove compartment, or console) and the vehicle must be locked. Officers will not leave any firearm in an unattended departmental vehicle when the vehicle is being serviced. However, officers who are having their cars washed may leave firearms in their vehicles if the firearms have been secured in the trunk or "in-car" mount.

When storing departmentally-approved firearms in the trunk of a departmental vehicle, the vehicle's rear fold down seats, if applicable, must be disabled by Metro Fleet Services. Furthermore, if the vehicle has an interior trunk release button, this button must be disabled, or set to open only when the ignition is engaged, by Metro Fleet Services. Firearms may also be stored in a locked gun cabinet or shotgun/rifle rack that is installed in the vehicle by Metro Fleet Services. For the purposes of this policy, the passenger compartment/cargo area of a truck or sports utility vehicle (SUV) is not considered a trunk.

If the departmental vehicle has none of the above listed features, the firearms need to be removed from the departmental vehicle and stored in the officer's home while they are off-duty.

Louisville Metro Police Department

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4.16.8 ALTERATIONS TO DEPARTMENT VEHICLES

Members will not affix any decal, insignia, ornament, bumper sticker, front license plate, window stickers, or items of a similar nature to departmental vehicles, unless approved by the Chief of Police, or their designee. Additionally, members are prohibited from installing trim rings, wheel-covers, fog/driving lights, additional external antennas, trailer hitches, additional lights, window tinting, or other equipment of a similar nature.

Members who are requesting additional departmental equipment or the use of personally-owned equipment will complete the Vehicle Marking/Equipment Change Request for Authorization form (LMPD #04-04-0187) and submit it, through the appropriate chain of command, to the Administrative Services Division Commander. Items that derive their power from a cigarette plug/adaptor, and are not permanently mounted to the vehicle (e.g., cell phone chargers, personal laptops), are exceptions. If there are any doubts as to whether or not an item or piece of equipment would require authorization, the member should seek clarification from a commanding officer. The VIU/Fleet Lieutenant will consider each request on a case-by-case basis, taking into account the needs of the member and the division/section/unit. MetroSafe personnel will not install or modify any additional equipment without an approved form. MetroSafe personnel will not be responsible for the installation, calibration, maintenance, and/or repair of any personally-owned equipment.

4.16.9 RADAR AND LIDAR UNITS (KACP 22.6b)

The department uses speed detection devices (radar/lidar) as one (1) technique in its traffic law enforcement program.

Officers will, at all times, be aware of potential traffic hazards created by stopping violators and exercise good judgment with regard to safe stopping areas.

Officers who utilize radar or lidar units must complete a training course with a certified instructor. Operators of the radar or lidar unit are required to know the function of the radar or lidar unit by setting up the radar or lidar unit and testing the unit to verify that it is working properly. A copy of this training certificate is retained in the officer's training file in the Training Division (KACP 22.6c).

Officers will be familiar with the manufacturer's recommendations for the specific radar or lidar unit's operation. Officers will follow the operational procedures as outlined in the radar or lidar unit's instruction manual and departmental training (KACP 22.6a). Radar or lidar units will be tested before and after each shift. The Training Division will provide the Court Liaison Office (CLO) with the names and course dates for all officers who have completed radar or lidar training at the conclusion of each course. The CLO will provide a copy of this information to the Jefferson County Attorney's Office.

The Inspections and Compliance Commander will conduct yearly audits of departmentally-owned and personally-owned radar or lidar units. The Inspections and Compliance Commander will forward a copy of the audit to the Jefferson County Attorney's Office.

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4.16.9 RADAR AND LIDAR UNITS (CONTINUED)

Departmentally-Owned Radar or Lidar Equipment

Departmentally-owned radar or lidar equipment will comply with all federal and state standards and will only be issued to officers who are trained on radar or lidar operation. Radar or lidar operators are responsible for first-line maintenance, care, and certification of assigned units.

In the case of units used by more than one (1) operator in a division/section/unit, the division commander's designee is responsible for the overall maintenance, care, and certification of the unit. Departmentally-owned radar or lidar units will be certified annually, by a manufacturer-authorized repair agency or technician, so that all units meet calibration standards. The certificate of calibration is retained within the radar or lidar calibration file at the officer's division/section/unit. A copy of the certification will remain with the radar or lidar unit, and a copy will be forwarded to the CLO. Currently, only the following radar or lidar models are approved for purchase by a division/section/unit for departmental use:

- Radar:
 - Stalker DSR
 - Stalker DSR 2X
 - Stalker II MDR
 - Stalker II SDR

- Lidar:
 - Laser Technology Inc. (LTI) UltraLyte 100
 - LTI 20/20 Truspeed S
 - Stalker Lidar RLR
 - Stalker Lidar XS

Departmentally-owned radar or lidar units that were purchased prior to September 30, 2015 are considered grandfathered and are allowed to remain in service.

Personally-Owned Radar or Lidar Equipment

If an officer wishes to use personally-owned radar or lidar equipment, they will submit the Vehicle Marking/Equipment Change Request for Authorization form (LMPD# 04-04-0187), with an attached memorandum, to the Inspections and Compliance Commander for approval. The following should be included in the memorandum:

- Name, code number, and assignment
- Certificate of training for radar or lidar operation
- Vehicle equipment number
- Brand and model number of the unit
- Certification of calibration and the date of last calibration
- Information on how the unit will be installed
- Information on who will perform the installation

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4.16.9 RADAR AND LIDAR UNITS (CONTINUED)

- A copy of the instruction manual for the radar or lidar unit

Only personally-owned radar or lidar units that derive power from a cigarette lighter plug, power adapter, or are rechargeable will be considered for approval. Radar or lidar units that require permanent modifications to a departmental vehicle will not be authorized. The installation of an approved, personally-owned radar or lidar unit is the responsibility of the officer. Neither the LMPD nor MetroSafe will install a personally-owned radar or lidar unit.

Personally-owned radar or lidar equipment will comply with all federal and state standards and may be used only by officers who are fully trained on radar or lidar operation. Officers are responsible for the overall care, maintenance, and certification of their personally-owned radar or lidar unit.

Every personally-owned radar or lidar unit will be certified annually, by a manufacturer-authorized repair agency or technician, to meet calibration standards. The certificate of calibration is retained within the radar or lidar calibration file at the officer's division/section/unit. A copy of the certification will remain with the radar or lidar unit, and a copy will be forwarded to the CLO. Currently, only the following radar or lidar models are approved for purchase by officers for departmental use:

- Radar:
 - Stalker DSR
 - Stalker DSR 2X
 - Stalker II MDR
 - Stalker II SDR
- Lidar:
 - LTI UltraLyte 100
 - LTI 20/20 Truspeed S
 - Stalker Lidar RLR
 - Stalker Lidar XS

Personally-owned radar or lidar units that were purchased prior to September 30, 2015 are considered grandfathered and are allowed to remain in service.