

# SPECIAL ORDER



DISTRICT OF COLUMBIA

Title	<b>Bait Bike Program</b>
Number	<b>SO-16-14</b>
Effective Date	<b>August 19, 2016</b>
Related to:	GO-SPT-304.17 (Bait Car Program)

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## I. BACKGROUND

The Metropolitan Police Department (MPD) has established the Bait Bike Program with the purpose of reducing bicycle thefts and holding offenders accountable within the District of Columbia. To this end, members will be tasked with the deployment of bait bikes in locations, designated through crime analysis, as areas with a high volume of bicycle thefts.

The purpose of this special order is to establish policies and procedures to govern the Bait Bike Program as it relates to deployment, reporting, storage, and maintenance.

## II. DEFINITIONS

When used in this directive, the following terms shall have the meanings designated:

1. Backup officer – member who stays within reasonable proximity of the “eyes” to ensure backup if a deployed bait bike is taken during a decoy operation.
2. Bait bike – bicycle, either GPS equipped or not, used for anti-theft measures placed with the specific intent for the bicycle to be stolen as part of a decoy operation.
3. District bait bike coordinator – official assigned by their district commander to oversee operation of the Bait Bike Program within their district.
4. Eyes – member who keeps the deployed bait bike under constant

watch during a decoy operation.

5. Inclement weather – rain, snow, ice, fog, high winds, and any other condition that causes diminished visibility or increased risk of harm to members.
6. Patrol Services Bureau (PSB) bait bike coordinator – official assigned by the Assistant Chief of the Patrol Services Bureau to act as a liaison with districts and members participating in the Bait Bike Program.

### III. REGULATIONS

- A. Members who are participating in the Bait Bike Program shall adhere to the following regulations:
  1. A bait bike shall be deployed by at least one full-duty member who shall serve as the “eyes” and be responsible for observing the bait bike during decoy operations. In some cases, two members may deploy the bait bike; the second member shall serve as the backup officer and stay within reasonable proximity of the “eyes” to ensure backup if the bike is taken.
  2. Members participating in the Bait Bike Program shall abide by GO-OPS-301.03 (Vehicular Pursuits) and shall not engage in vehicle pursuits to retrieve stolen bait bikes during decoy operations.
- B. Members who make an arrest after bait bike deployment shall refrain from advising the suspect that he or she was operating a bait bike.

### IV. PROCEDURES

- A. Bait Bike Inspection

Each member assigned to conduct a bait bike deployment shall:

1. Thoroughly inspect the bait bike for damage and ensure the proper functioning of all equipment prior to deployment.
2. If trained and authorized to use GPS tracking equipment, test the bait bike GPS, if equipped, and assess the range and reliability of the system before deployment in actual decoy operations.
3. If untrained to use GPS equipped bait bikes, or if a GPS equipped bait bike is unavailable at the desired time of deployment, contact the Property Section of the Evidence Control Branch and complete the necessary *FileOnQ* documentation with the on-duty property clerk, to obtain a non-GPS equipped bicycle for deployment operations.
4. Immediately report any problems or issues pertaining to the bait bike to

their immediate district supervisor via Department email, so that the information may be included in the district supervisor's Bait Bike Operation Report (Attachment A).

5. Transport the bait bike to the pre-approved deployment location in an inconspicuous manner.
6. Gather feedback from the tests and initial deployments and provide this information, via Department email, to the supervisor in charge of the bait bike deployment operation.

**B. Bait Bike Deployment**

1. Members assigned to conduct bait bike deployment shall:
  - a. Only use GPS equipped bait bikes if trained and authorized to do so.

NOTE: Non-GPS tracking equipped bicycles are available for bait bike deployment from the Property Section of the Evidence Control Branch for members who have not been trained to operate bait bikes equipped with GPS tracking.
  - b. Absent exigent circumstances, ensure that GPS equipped bait bikes have the GPS equipment activated during deployment operations.
  - c. **Not** deploy bait bikes during periods of inclement weather.
2. District supervisors assigned to conduct bait bike deployments shall:
  - a. Ensure that GPS equipped bait bikes are assigned to members who are trained in handling the equipment.
  - b. Ensure that for all bait bike deployments, at least one member is assigned to conduct the operation in accordance with this order.
  - c. Direct members to deploy bait bikes based upon current crime trends provided by crime analysis in locations that do not create a hazard. Placement locations shall be determined by a member the rank of sergeant or above.
  - d. Notify the watch commander of all bait bike deployments.
  - e. Immediately report any problems or issues pertaining to bait bikes to their on-duty watch commander and district bait bike coordinator.
  - f. Ensure that all bait bike-related arrests are processed and

documented in the Department's records management system.

- g. Ensure that the value of any decoy bike taken by a suspect is noted in the Arrest Report.
- h. Ensure all bait bike equipment is accounted for at the end of each deployment.
- i. After each deployment, submit to the district bait bike coordinator a Bait Bike Operation Report (Attachment A) identifying any issues to be addressed by the PSB bait bike coordinator.
- j. Ensure the completion of a PD Form 43 (Report of Damage to or Loss of District Government Property), as outlined in GO-PER-110.11 (Uniforms and Equipment), when a bait bike is unrecovered or damaged.

## **V. ROLES AND RESPONSIBILITIES**

A. District bait bike coordinators shall:

- 1. Ensure that bait bikes and associated equipment are accounted for daily and notify their district watch commander and the PSB bait bike coordinator of any issues with operational functionality.
- 2. Ensure that bait bikes and associated equipment are properly stored and secured.
- 3. Ensure, in situations where the bait bike is recovered by an outside jurisdiction, that a member assigned to their district responds to the jurisdiction to handle the reports and recovery of the bait bike.
- 4. Complete a Bait Bike Monthly Report (Attachment B), to include any GPS functionality audits, and ensure the report is forwarded, through the chain of command, to the PSB bait bike coordinator.

B. The PSB bait bike coordinator shall act as a liaison with districts and members participating in the Bait Bike Program.

## **VI. CROSS REFERENCES**

- A. GO-PER-110.11 (Uniforms and Equipment)
- B. GO-OPS-301.01 (Vehicular Pursuits)

**VII. ATTACHMENTS**

- A. Bait Bike Operation Report
- B. Bait Bike Monthly Report

  
Cathy L. Lanier  
Chief of Police

CLL:KDO:MOC:PHC



**METROPOLITAN POLICE DEPARTMENT**  
*Patrol Services Bureau*



801 Shepherd St. NW ♦ Washington, D.C. 20011 ♦ (202) 576-6600

**Operation Report**

**TO:** District Bait Bike Coordinator  
 [Redacted] District

**FROM:** District Bait Bike Supervisor  
 [Redacted] District

**DATE:** [Redacted]

**SUBJECT:** Bait Bike Operation Report

This report covers the Pre-Operation Inspection, Operation Team & Details and the After Action Report in accordance with SO-16-14 (Bait Bike Program).

**Pre-Operation:**

Bait Bike Inspection Completed?  By Whom? [Redacted]

GPS Equiped? [Redacted]

GPS Operable? [Redacted] Who Tested? [Redacted]

Non-Operable GPS Notification [Redacted]

Any Deficiencies? [Redacted] If yes, list below  
 [Redacted]

**Operation:**

Location Deployed? [Redacted]

Deploy Time: [Redacted] End Time: [Redacted]

Member 1 (Eyes On) [Redacted] Theft Arrests Made? [Redacted]

Member 2 (Back Up) [Redacted] How Many? [Redacted]

**Post Operation:**

<i>What will you do again?</i>	<i>What will you do differently?</i>
1. [Redacted]	1. [Redacted]
[Redacted]	[Redacted]
2. [Redacted]	2. [Redacted]
[Redacted]	[Redacted]
3. [Redacted]	3. [Redacted]
[Redacted]	[Redacted]

Was Mission Considered Successful?

# Metropolitan Police Department

Patrol Services Bureau



## Bait Bike

Monthly Report

District:

Prepared By:

### EQUIPMENT

Make	Model	Serial #	Location Stored

GPS Equipped	Date GPS Tested	Who Tested	GPS Functioning

Suspect	Location of Arrest	Charge	Tour

<b>Total Arrest for the Month</b>	<b>0</b>	<b>YTD Arrest</b>	
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