

## OFFICE OF OPERATIONS

### NOTICE

16.2

August 25, 2016

**TO:** All Concerned Sworn Personnel

**FROM:** Director, Office of Operations

**SUBJECT:** APPLICATION FOR TWO-WHEEL MOTORCYCLE ASSIGNMENT

**EFFECTIVE:** Immediately

Applications are now being accepted for the position of Police Officer II+2 (Motorcycle Officer). Eligible officers who have demonstrated a keen interest in traffic enforcement and an outstanding ability to interact in a positive manner with the public are highly encouraged to apply.

### ELIGIBILITY

Only sworn personnel of the rank of Police Officer are eligible to participate in the interview process. To apply for this specialized assignment, police officers shall have completed three years of sworn, continuous service with the Department on or before January 2, 2017.

### METHOD OF APPLICATION

Each eligible applicant shall submit an application package that consists of a Transfer Applicant Data Sheet, Form 15.88, two most recent Performance Evaluation Reports/Standards Based Assessments (SBA), and TEAMS report (**Promotion/Paygrade Advancement version only**) to the Specialized Enforcement Section (SES), Emergency Operations Division (EOD), Police Administration Building, 100 West First Street, 4<sup>th</sup> Floor, Los Angeles, California 90012, Mail Stop No. 400.

Eligible applicants may deliver the application package in person to SES, or submit it via Department mail. It shall be the responsibility of the applicant to ensure that the application package is received by SES by the final filing date, and SES will not be responsible for any application package that arrives after the final filing date.

### FINAL FILING DATE

The application filing deadline is **Friday, December 9, 2016, at 1400 hours**. Any application received after this date and time will not be processed and returned to the applicant.

### ORAL INTERVIEW DATE

It is anticipated that oral interview dates will be scheduled from **Monday, January 9, 2017 through Friday, January 20, 2017**. Any applicant who has not received verification of their interview date and time prior to Friday, December 16, 2016, should contact SES, at (213) 486-0777. Applicants should not contact SES prior to this date regarding their oral interview date.

### IMPORTANT INFORMATION

Assignment to a motorcycle riding position is contingent upon the successful completion of all aspects of the selection and training process. The first step requires a satisfactory oral score of 70 percent or higher. Applicants who have satisfactorily completed the oral interview are placed on the Motorcycle Training Eligibility List in sequential order based upon the numerical score they attained.

Deferments to attending the basic motorcycle riding school, for any reason, are at the discretion of the Department Traffic Coordinator. Deferments are generally not granted.

The second step requires successful completion of the Department's basic motorcycle riding school, which currently consists of 200 hours. Prior to being upgraded to a riding position, students must satisfactorily demonstrate that they can safely operate a motorcycle in the required manner throughout the school. Students who fail to demonstrate a minimum level of performance at any time will be removed from the school and the current eligibility list and must re-interview to be considered for this position. **Applicants should clearly understand that attaining a position on the Motorcycle Training Eligibility List does not guarantee them a Police Officer II+2 position.** Placement on this list merely affords an applicant with the opportunity to attend the basic motorcycle riding school. Applicants who successfully complete the basic motorcycle riding school are then selected, in numerical order, from the Motorcycle Training Eligibility List to fill motor vacancies as they occur throughout the City.

Maintaining a permanent riding position is contingent upon the satisfactory completion of additional classroom instruction of the Impaired Driver Apprehension Program, Radar Operator School, and Basic Collision Investigation School. These classes must be completed within one year from the date of their appointment to motors. Failure to complete these courses within the time allowed will subject each officer to de-selection. Satisfactory levels of performance in all areas of training will also be required throughout an officer's assignment to motors. Per Administrative Order No. 5, dated April 22, 2014, unsatisfactory performance may result in de-selection from a two-wheeled motorcycle riding assignment.

### PHYSICAL REQUIREMENTS

Motor officer applicants should be in good health and free of any pre-existing Injured-on-Duty (IOD) or non-IOD impairment that may limit or interfere with their ability to safely operate a police motorcycle. Applicants who successfully attain a position on the Motorcycle Training Eligibility List and are subsequently assigned to the basic motorcycle riding school will be required to perform the following tasks on the **first** day of motor school:

1. The student must be prepared to attest to their unrestricted ability to perform the full range of duties of a Los Angeles Police Department motor officer.
2. While sitting astride a standard police motorcycle on a level surface, the student must be able to reach the ground with his or her feet, which is required by California Vehicle Code Section 27801(a).

**Note:** For the purpose of this requirement, "reach the ground with his or her feet," will mean placing the ball of both feet on the ground at the same time. The ball of the foot is defined as that portion of the sole of the shoe or boot from the front tip of the sole to the break in the shoe where the ball of the foot is located. Soles and welts are restricted to a combined maximum thickness of one inch.

3. While sitting astride on a police motorcycle with the balls of both feet on the ground, the student must be able to turn the handlebars from a locked left to a locked right position without moving from a normal centerline seated position upon the police motorcycle.
4. The student shall successfully place the police motorcycle on and off both the center and side stands as demonstrated.
5. The student shall successfully pick-up the motorcycle from a down position as demonstrated.
6. The student, while astride the police motorcycle with the balls of both feet on the ground and the motorcycle in neutral with the engine off, shall successfully perform the following:
  - a. Push the motorcycle forward on level ground for six feet in ten seconds as demonstrated.
  - b. Back the motorcycle up a six percent grade for ten feet in three minutes as demonstrated.

Any student who fails to perform any of the above tasks will not be allowed to continue in the basic motorcycle riding school and will be removed from the current Motorcycle Training Eligibility List.

### OTHER REQUIREMENTS

Any officer selected to attend the basic motorcycle riding school must possess a valid California driver license with an M1 endorsement.

### ORAL INTERVIEW

After submitting the required paperwork, each applicant will be notified as to the date, time, and location of the oral interview. It is anticipated that oral interviews will be conducted from Monday, January 9, 2017 through Friday, January 20, 2017.

Each oral interview panel will consist of two motor sergeants and one traffic division lieutenant. A minimum oral examination score of 70 percent is required in order to qualify for a position on the Motorcycle Training Eligibility List. During the oral interview, applicants should be prepared to present their completed citation books from Deployment Period Nos. 3, 4, and 6 of the current year (2016).

Panel members may consider the quantity, quality, and sections cited of previously written citations as an indicator of an applicant's future performance in a traffic enforcement assignment. Applicants whose prior performance does not reflect a strong interest in traffic enforcement should be prepared to address this issue during their oral examination. Applicants should also be prepared to respond to questions relating to subjects enumerated on the attached "Motor Officer Job Skills Information Sheet."

### OTHER PERTINENT INFORMATION

Following completion of the oral examinations and the compilation of scores, a new Motorcycle Training Eligibility List will be published and will be in effect for 24 months from the date of certification. The current eligibility list expires on February 18, 2017.

Prior to actual assignment to basic motorcycle riding school, each applicant will again be evaluated by their Commanding Officer (CO) to certify that their work performance has remained acceptable during the interim period. No applicant will be assigned to the basic motorcycle riding school without the specific recommendation of his or her CO.

There are absolutely no requirements for any applicant, trainee or student to participate in any off-hour riding exercises, practice sessions, homework or research. Any off-hour participation is strictly voluntary and will not be compensated in any way. Injuries sustained while practicing shall **not** be considered IOD.

After October 2016, no additional basic motorcycle riding schools are scheduled for the current Motorcycle Training Eligibility List. Any candidate on the current Motorcycle Training Eligibility List who has not been selected to attend a basic motorcycle riding school and still desires to become a motor officer should re-apply for the motor officer position.

Any questions regarding this Notice should be referred to Police Officer II+2 Mitchell Nowlen, Serial No. 30293, Motor Training Coordinator, SES, EOD, at (213) 486-0691.



MICHEL R. MOORE, First Assistant Chief  
Director, Office of Operations

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