

SDSD Detention Services Bureau – Sheriff's Transportation Unit Green Sheet

DATE:	MAY 2022
NUMBER:	I.39.T.1
SUBJECT:	TRANSPORTATION VEHICLE ASSIGNMENT AND USE
RELATED SECTIONS:	I. 39 SDSD P&P 5.2

Purpose:

To establish Detention Services Bureau (DSB) guidelines for the use of Sheriff's Transportation Unit (STU) vehicles.

Policy:

Only deputies assigned to the STU are authorized to operate STU vehicles. Occasionally, STU receives requests from other Sheriff's units, to borrow STU vans. In order to comply with current DSB training standards and STU policy, no deputy will be allowed to drive a STU van unless they have been through the Standards and Training for Corrections (STC), Van Defensive Driving Course or they have been through the STU 280 hour Internal Driver's Training Program.

When operating a vehicle in reverse, another deputy should position themselves to control traffic and guide the driver whenever possible. Deputies will operate all vehicles in compliance with Federal, State and local laws and within Department Policies. Prior to operating any vehicle, deputies will perform a pre-trip inspection.

No STU vehicles will be utilized for personal use without prior authorization from a STU supervisor. This includes running personal errands, conducting personal business and all other uses not directly associated with STU duties.

Deputies driving STU vans, SUV's and sedans may stop for meals during their shifts, providing the eating establishments are located reasonably near the route. STU buses shall not be used for this purpose and must be directly returned to their base of operations between runs, unless otherwise directed by a STU supervisor.