
Purpose

This policy sets forth guidelines governing the use of a private vehicle for work purposes.

Policy

It is the policy of the Bemidji Police Department to supply officers with vehicles necessary to perform work duties. At times, it may be necessary for Bemidji Police Department employees to utilize a private vehicle for work purposes. Therefore, the use of a private vehicle by an employee for work purposes is only authorized under the following circumstances.

Procedure

I. Travel:

- A. The use of privately owned vehicles for purpose of traveling to training or other events must be approved by the Captain or Chief of Police prior to the date of travel.
- B. Failure to secure pre-approval will be grounds for denial of mileage reimbursement.

II. Surveillance or covert operations:

- A. The use of a privately owned vehicle for a specific purpose such as surveillance or covert operations can be authorized at the direction of the Chief.
- B. Failure to secure pre-approval will be grounds for denial of mileage reimbursement.

III. Emergency:

- A. In the event of an emergency officers may be allowed to utilize a private vehicle when extreme circumstances exist to ensure public safety.

Reference or Revision Date(s):

- A. REVISION DATE(S):