



Approved:
Chief Marcia Harnden

Subject:

892. Ride-Alongs

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CALEA Standards:

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892.1: PURPOSE AND SCOPE

The Ride-Along Program provides an opportunity for citizens to experience the law enforcement function firsthand. This policy provides the requirements, approval process, and hours of operation for the Ride-Along Program.

892.1.1: ELIGIBILITY

The Albany Police Department Ride-Along Program is offered to residents, students and those employed within the city. Every attempt will be made to accommodate interested persons however any applicant may be disqualified without cause.

The following factors may be considered in disqualifying an applicant and are not limited to:

- Being under the age of 16 years
- Prior criminal history
- Pending criminal action
- Pending lawsuit against the Department
- Denial by any supervisor

892.1.2: AVAILABILITY

The Ride-Along Program is available on most days of the week. Ride-along times begin at 8:00 a.m. and 8:00 p.m. for a duration of up to four hours. Exceptions to this schedule may be made as approved by the Shift Supervisor or higher-ranking Department member.

Employees currently on probation shall not be eligible to take ride-alongs.

892.2: PROCEDURE TO REQUEST A RIDE-ALONG

- a. Generally, ride-along requests will be approved and scheduled by the Records Division. The participant will complete a ride-along waiver form. Information requested will include a valid ID or Oregon driver's

license, address, and telephone number. If the participant is under 18 years of age, a parent/guardian must be present to complete the Ride-Along Form.

- b. The Records Division will schedule a date, based on availability, at least one week after the date of application. If approved, notification will be made to the respective Shift Supervisor as soon as possible for his/her scheduling considerations.
- c. If the ride-along is denied after the request has been made, a representative of the Department will contact the applicant and advise him/her of the denial.

892.2.1: PROGRAM REQUIREMENTS

- a. Once approved, civilian ride-alongs will be allowed to ride no more than once per calendar year. An exception would apply to the following: Cadets, Chaplains, police applicants, and all others with approval of the Watch Supervisor.
- b. An effort will be made to ensure that no more than one citizen will participate in a ride-along during any given time period. Normally, no more than one ride-along will be allowed in the officer's vehicle at a given time.
- c. Citizen ride-alongs shall be limited to one per week per patrol team without the approval of the Shift Supervisor or higher-ranking department member.
- d. Ride-along requirements for police cadets are covered in the [Police Cadet: Policy 891](#).

892.2.2: SUITABLE ATTIRE

Any person approved to ride along is required to be suitably dressed in collared shirt, blouse or jacket, slacks, and shoes. Sandals, T-shirts, tank tops, shorts and ripped or torn blue jeans are not permitted. The Shift Supervisor may refuse a ride along to anyone not properly dressed.

892.2.3: PEACE OFFICER RIDE-ALONGS

Off-duty members of this department or any other law enforcement agency will not be permitted to ride-along with on-duty officers without the expressed consent of the Shift Supervisor. In the event that such a ride-along is permitted, the off-duty employee shall not be considered on-duty and shall not represent themselves as a peace officer or participate in any law enforcement activity except as emergency circumstances may require.

If a commissioned peace officer intends to carry a firearm during the ride-along, the following shall occur prior to the ride-along:

- a. Approval from the Shift Supervisor;
- b. Notification to the APD officer conducting the ride-along; and
- c. Command Staff notification.

892.2.4: RIDE-ALONG CRIMINAL HISTORY CHECK

All ride-along applicants are subject to a criminal history check. The criminal history check will include a local records check, and inquiries to the National Crime Information Center (NCIC), Computerized Criminal History (CCH), and a Department of Motor Vehicles (DMV) records checks via the Law Enforcement Data System (LEDS) prior to their approval as a ride-along with a law enforcement officer (provided that the ride-along is not an employee of the Albany Police Department). Ride-along requests are approved by a Records Clerk based on the outcome of the criminal history check. The Records Clerk notifies the Patrol Shift Supervisor of the scheduled ride-along and places the ride-along applicants' information in the ride-along binder in the patrol room.

892.3: OFFICERS' RESPONSIBILITY

- a. The officer shall advise the telecommunicator that a ride-along is present in the vehicle before going into service. Officers shall consider the safety of the ride-along at all times. Officers should use sound discretion when encountering a potentially dangerous situation, and if feasible, let the participant out of the vehicle in a well-lighted place of safety. The telecommunicator will be advised of the situation and as soon as practical have another police unit respond to pick up the participant at that location. The ride-along may be continued or terminated at this time.
- b. The Records Division is responsible for maintaining and scheduling ride-alongs. Upon completion of the ride-along, the form shall be returned to the Records Division with any comments which may be offered by the officer.

892.4: CONTROL OF RIDE-ALONG

The assigned employee shall maintain control over the ride-along at all times and instruct him/her in the conditions that necessarily limit their participation. These instructions should include:

- a. The ride-along will follow the directions of the officer;
- b. The ride-along will not become involved in any investigation, handling of evidence, discussions with victims or suspects, or handling any police equipment;
- c. The ride-along may terminate the ride at any time and the officer may return the observer to their home or to the station if the ride-along interferes with the performance of the officer's duties;
- d. Ride-alongs may be allowed to continue riding during the transportation and booking process provided this does not jeopardize their safety;
- e. Officers will not allow any ride-alongs to be present in any residences or situations that would jeopardize their safety or cause undue stress or embarrassment to a victim or any other citizen;
- f. Under no circumstance shall a civilian ride-along be permitted to enter a private residence with an officer without the expressed consent of the resident or other authorized person.