	ANDOVER POLICE DEPARTMENT GENERAL ORDER		Number: P3117
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			Distribution: All
Title: OBSERVER RIDE ALONG PROGRAM		Section: Programs	
Issued: 04/10/2024		Effective: 04/18/2024	Revised:
Rescinds: All Previous		Amends:	
CALEA References:			
KLEAP References:			
Review: Annual		Authority: Chief Buck Buchanan	

I. Purpose

The purpose of this General Order is to establish an Observer Ride-Along Program in order to encourage community interest and involvement in the law enforcement process and create a standardized routine for personnel who are assigned to conduct a Police Department ride-along. Ride-alongs allow citizens to observe the activities and procedures that are involved in the daily duties of patrol officers.

II. Policy


It is the policy of the Andover Police Department to allow citizens to ride as passengers in patrol vehicles to observe police officers engaged in the performance of their duties. The Observer Ride-Along Program is a public relations and educational tool that exposes observers to the mission and objectives of the Andover Police Department. Each citizen who participates in this program will be informed of the potential risks associated with being a passenger in any police vehicle.

III. Definitions

- A. Kansas Criminal Justice Information System (KCJIS):** KCJIS is a highly secure public safety integrated communications system that provides sensitive personal and operating information to its authorized users, which include criminal justice agencies, public officials, and policymakers in Kansas and elsewhere.

IV. Regulations


- A.** Members of the Andover Police Department shall always conduct themselves in an appropriate manner and shall not engage in any activity that may be deemed inappropriate in the presence of a citizen [D].

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V. Procedures

A. Requirements and Restrictions


1. The Watch Commander will be responsible for the application process and authorizations for ride-alongs and providing initial instructions to all ride-along observers.
 - a. Observers shall be given a copy of this General Order and APD Form 20 - Waiver of Liability - Observer Authorization to sign and return to the Operations Commander, at least forty-eight (48) hours in advance of the ride-along.
 - i. Any request turned in less than forty-eight (48) hours in advance of the ride-along may not be approved.
2. Observers will only be allowed to ride up to three (3) hours per shift, and no more than three (3) ride-alongs per month.
3. Observers shall carry a form of photo identification during the ride-along.
4. An observer must be at least fourteen (14) years of age.
 - a. If an observer is under the age of eighteen (18), they must have a parent or legal guardian sign the Waiver of Liability on their behalf.
 - b. The Chief of Police, or the Division Commander, may make an exception to the age requirement if the parent or legal guardian of a minor submits a request in writing.
5. No observers shall possess any weapon(s), handcuffs, pepper spray, tasers, firearms, etc. during a ride-along.
6. Officers from an outside agency who wish to participate in the ride-along program and carry their agency weapon, must carry the weapon concealed and have their agency credentials on their person. These officers must be employees in good standing with their respective agencies.
 - a. Reserve officers from other departments are not allowed to carry weapons. The same restrictions that apply to any civilian ride-along observer shall apply to any reserve officer.
7. Observers do not possess a "right to know" to any law enforcement information. Furthermore, observers shall not have access to any systems or information that may be used to access KCJIS, or KCJIS-sensitive information, including information formatted in print or digital media; however, if an observer is inadvertently exposed to such information for any reason, then the following shall apply:
 - a. Observers are not allowed to disseminate or disclose any information they view or obtain through this association with any persons or organizations outside of this agency.

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- b. If an observer misuses KCJIS information, then a disciplinary action may be brought against the observer, which may include immediate dismissal or civil and criminal penalties including a fine not to exceed \$11,000.
8. Citizens will not be allowed to participate in this program if any of the following criteria apply:
 - a. The citizen is currently under investigation by any law enforcement agency.
 - b. The citizen has been arrested or convicted of a crime of moral turpitude.
 - c. The citizen is under the influence of alcohol or medication that may impair sound judgment.
9. The Chief of Police or a Division Commander retains the right to allow or deny anyone from participating in this program at their sole discretion without further explanation.

B. Conduct

1. Observers shall not be under the influence of controlled substances or consumption of any alcohol eight hours prior to the ride.
2. Observers shall not use profane or abusive language or otherwise act in any way inappropriate during the ride.
3. Observers shall not be allowed to operate any department vehicles or unauthorized equipment.
4. Observers shall not video/audio record or photograph any officers, persons, or incidents occurring during their ride-along.
5. Observers shall remain in the patrol vehicle at all times unless otherwise instructed.
6. Observers will be under the direction of a patrol officer and will not become involved in the patrol officer's activities, unless he/she is a certified Kansas police officer and then, only at the direction of an Andover Police Officer.
7. Observers are required to follow all instructions or lawful orders given by any law enforcement officer.
8. At no time during the ride-along shall an observer present or hold himself or herself out to the public as a law enforcement officer, a representative or agent of the Andover Police Department, or as an individual with any authority to engage in any type of law enforcement officer activities.
9. If the patrol officer or the observer decides that a dangerous situation exists that would compromise the observer's safety, the ride will terminate, and the observer will be dropped off at a place of safety. Arrangements will be made for the observer's transportation back to the Andover Police Department if the ride is terminated.

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C. Appearance

1. All civilians participating in this program should dress appropriately, which includes long pants, shirt with sleeves, and appropriate shoes, and must be well-groomed.
 - a. Observers shall not wear shorts, dresses, skirts, sleeveless shirts, torn or tattered jeans, or soiled clothing.
 - b. Observers shall not wear any clothing, including shirts, jackets, caps, etc., with a logo or printed wording that could be considered offensive to any person.
 - c. Inappropriate footwear including sandals, open-toed shoes, and high heels shall not be worn. All footwear must be clean and in good repair.
2. The Watch Commander shall use his or her discretion concerning what is appropriate clothing for all civilian ride-along observers and may refuse an observer the opportunity for a ride along based on unsafe or inappropriate clothing choices not covered by this policy.