

	<p style="text-align: center;">BRIDGEPORT POLICE DEPARTMENT</p> <p style="text-align: center;">POLICY AND PROCEDURE GENERAL ORDER</p>	Distribution	General Order Number
		ALL PERSONNEL	5.19
		Original Issue Date	Reissue/Effective Date
		5/21/19	11/15/19
<p>Order Title:</p> <p style="text-align: center;">TRANSPORTING CIVILIANS</p>		Accreditation Standard: POSTC: 1.7.16	Section
		5	
		Section Title	
		PATROL FUNCTIONS	
Rescinds: N/A		Armando J. Perez, Chief of Police	

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

I. PURPOSE:

The purpose of this directive is to establish guidelines and procedures for the transporting of civilians or other employees in Bridgeport Police Department vehicles.

II. POLICY:

Due to considerations of liability and potential hazard to civilians, it shall be the policy of the Bridgeport Police Department that permission for any civilians to ride, as observers in police vehicles or otherwise, is strictly limited as outlined in this general order.

III. PROCEDURES:

A. Authorized Passengers

1. On-duty and off-duty Bridgeport Police Department officers may ride in or operate police vehicles, and do not require special authorization. On-duty police officers from other jurisdictions may ride, in the course of their duties, without completing an authorization form.
2. Department civilian employees, volunteers, chaplains, and other civilian employees in the course of their duties may ride as passengers during their on-duty hours in police vehicles and are not required to obtain special authorization.
3. Off-duty sworn officers or agents of other law enforcement agencies may ride in Department police vehicles as passengers upon completing the ride along request form and obtaining authorization from the Shift Commander of that

shift (These officers are not subject to the 30-day limitation on ride-alongs). These passengers are prohibited from assisting the Bridgeport officer or becoming involved in any way with an incident in which the officer is involved unless it is to provide assistance in the event of imminent danger to the officer.

4. Citizens may participate in the Department ride along program that is designed to introduce citizens to law enforcement in this community. The procedures applicable to the Department ride along program are contained in Section C below.
5. Civilians may be transported as passengers in police vehicles during the performance of police duty without special authorization from the Chief of Police or designee only as long as necessity exists. (Examples: motorist assist, transporting domestic abuse victim to a safe haven, etc.)
6. Family members of Bridgeport Police Department officers may be transported in police vehicles while under the supervision of the officer. This does not apply to the Ride Along program.
7. Prohibitions: All other civilians may not ride as passengers in police vehicles without first obtaining special authorization from the Chief of Police or designee. Such permission will be granted only when justified by unusual circumstances.
8. With the exception of civilians being transported within the scope of the officer's duties, passengers in police vehicles shall dress a minimum of casual conservative clothing. (t-shirts, jeans, sweats, and gym shoes are not acceptable.)
9. Transporting Members of the Opposite Sex: Anytime a member of the opposite sex is a passenger in a police vehicle, (excluding employees, ride along participants or members of the officer's family), the dispatcher will be advised of the starting mileage, point of origination, and destination of the unit. The officer will advise the dispatcher of the ending mileage and status immediately upon discharging the passenger. This transport will be logged in the Computer Aided Dispatch program as an activity for the officer.

B. Waiver Requirement

1. A waiver for release of all claims must be signed and approved by the Chief of Police or designee prior to passengers riding in police vehicles, with the following exceptions:
 - a. Bridgeport Police Department employees
 - b. Civilians transported within the scope of the police function.

2. A Ride Along Waiver should be completed, notarized, and submitted to the Chief of Police or designee.
3. Approval will only be valid for 120 days from the date of the Chief's or designees' signature.
4. The Shift Commander will be responsible for assigning a rider to an officer.
5. Officers assigned a rider shall enter the name, times of the rider, and calls for service under their daily report.

C. Ride Along Program

1. The Bridgeport Police Department encourages its citizens to participate in the Department's Ride Along program to develop public relations and provide observational and educational experiences for officers and citizens.
2. Participants in the Ride Along program:
 - a. Shall sign the Ride Along Waiver.
 - b. Must be eighteen (18) years of age or older with a valid state/government issued identification.
 - c. Shall have warrant, NCIC, license, and in-house checks conducted by Internal Affairs with negative results. **Any Ride-Along without the background check shall not be approved.**
 - d. Are prohibited from carrying or possession weapons of any kind, unless with approval from the Chief of Police.
 - e. Can wear a body armor (vest) throughout the duration of the ride-along.
 - f. Shall wear proper business casual attire. Jeans are not permitted. The participant shall not wear a garment or headdress which contains writing or artwork which might be considered as advertising and/or offensive. The shirt should be a plain sport or dress shirt with a collar. No logos shall be worn indicating that an individual is a member of a law enforcement agency unless that individual is in fact a police officer and authorized to wear a department logo. The shift Supervisor may cancel permission to ride based upon the appearance of the guest rider.
 - g. Shall conduct themselves in a calm, polite, and professional manner.

3. No person shall be allowed to participate in the Ride-Along Program after having consumed alcohol or other controlled substances which may impair the senses.
4. Officers transporting the Ride-Along participant shall:
 - a. Ensure that the participant of the Ride-Along Program is properly seat belted throughout the duration of the patrol.
 - b. Not transport any prisoners in the same vehicles as the Ride-Along Program participants.
 - c. Conduct identification verification and warrant checks on all Ride-Along Program participants.
 - d. If needed, remind the Ride-Along participants that they are observers, and they are not to become involved with normal law enforcement operations and procedures.
5. When receiving an emergency call for service while transporting a Ride-Along Program participant, transporting officers shall:
 - a. Advise the participant to remain inside the departmental vehicle; or
 - b. Leave the participant temporarily in a secure area (such as the stationhouse, government building, etc.) until the emergency assignment is complete and/or the potential for danger to the participant has past. If the participant is left at a secured location, the officer shall advise the dispatcher the location where the participant has been discharged.
6. Shift Supervisors shall:
 - a. Ensure that a Liability Waiver Form is completed and signed by the Ride-Along participant and in his/her possession before the participant enters the vehicle.
 - b. Ensure that the Liability Waiver Form specifically states the date and time the participant will be accompanying the member.
 - c. Select an officer from his/her shift to transport Ride-Along Program participants. When feasible, officers should accompany the Ride-Along participant of the same gender.
 - d. Forward all signed Liability Waiver forms to the Records Division for

safe keeping.

7. The Chief of Police shall have authority to approve or disapprove all Ride-Along Program requests. Upon completion, all ride along paperwork is placed in case jacket with an approval report on background to be sent to records.

D. Passengers Safety Restraints

1. All passengers, regardless of age or seat location, shall be restrained by seat belts.
2. Any child under six years of age (regardless of child's height) or who weighs 60 pounds or less (regardless of the child's age) must be secured in a safety seat.
3. When transporting a child younger than six years old and/or who weigh 60 pounds or less, officers shall:
 - a. Obtain a child safety seat at the Department headquarters; and
 - b. Position the safety seat in the rear seat of the departmental vehicle.
4. When the need arises to transport a child under the age of 16 and weighing more than 60 pounds, officers shall:
 - a. Position the child in the rear seat of the departmental vehicle; and
 - b. Properly secure the child in a child safety seat or a combination seat belt/shoulder harness of the departmental vehicle.