



CONCORD POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

RIDE ALONG PROGRAM

GENERAL ORDER: 04.03

CREATED: April 1, 2005

ISSUED: December 12, 2024

ACTION: Re-numbers general order dated October 1, 2022.

EFFECTIVE DATE: December 12, 2024

04.03.0 **PURPOSE**

The purpose of this general order is to establish guidelines and procedures for the Concord Police Department Ride Along Program.

04.03.1 **POLICY**

The Concord Police Department recognizes the value of allowing citizens to accompany its officers as they carry out their duties. Due to the inherent risks associated with law enforcement and the demands placed upon an officer, a balance must be maintained between community outreach and safety of the officer. Therefore, it is the policy of the Concord Police Department to allow eligible citizens to accompany officers under the circumstances outlined in this order.

04.03.2 **ELIGIBLE PERSONS**

- A. Prior to participating, all prospective participants must complete and submit a *Ride Along Application – Waiver to Participate* (Form RA-1). If the participant is requesting a specific date or officer to ride with, the application must be submitted at least 14 days prior to the requested date of participation.
- B. Have not been convicted nor have pending any felony or a misdemeanor for which the potential penalty of sixty (60) days of confinement with the final disposition occurring within the past five (5) years.
- C. Off-duty members of other federal, state, or local law enforcement agencies.
- D. Members of organized community groups including but not limited to: community watch organization members, Mothers Against Drunk Drivers (MADD), business organizations, and civic clubs.
- E. Members of the academic community for the purpose of conducting research.
- F. Participants under the age of 18 must have a signed consent of a parent or guardian and approval from the Chief of Police.
- G. On duty civilian coworkers of the City of Concord for work related purposes. Off-duty officers of the Concord Police Department may not participate in a ride-along.

04.03.3 **PROGRAM ADMINISTRATION**

- A. All applications to participate in the Ride-Along Program shall be forwarded to the Patrol Bureau commander for review.
- B. Upon approval from the Patrol Bureau commander, the application will be forwarded to the Support Services Division commander, or designee, who shall be responsible for conducting background checks of prospective participants.
- C. The Patrol Bureau commander will determine the date and time for each ride-along participant with consideration given to department operations and the wishes of the participant.
- D. If approved, the participant must sign a waiver of liability (Form RA-1), and it must be submitted to the Patrol Bureau commander at least five (5) business days prior to the date of participation in the Ride Along Program.

If a situation is such that the five-day time requirement cannot reasonably be met, the Patrol Bureau commander may exercise discretion in permitting individuals to ride along after submitting a signed waiver.

- E. Once a participant has been approved, the watch commander shall be notified of the date and times the participant will ride with an officer. If no specific officer has been designated for the participant to accompany on the ride along, the watch commander shall designate an officer for the participant to ride with.
- F. The maintaining of all requests with appropriate notations regarding time, frequency, and duration of participants, rejections (with reasons), background information, etc., shall be the responsibility of the administration manager for proper documentation and retention.

04.03.4 **RESTRICTIONS**

- A. Ride-along participants may only ride with an officer who has one-year experience since swear-in date or more unless otherwise approved by the Chief of Police.
- B. Family members of an officer will not be permitted to ride with that officer but may ride with another officer upon the approval of the Patrol Bureau commander. For purposes of 04.03.3 (B), a family member includes members of the household, spouse, child, sibling, in-law, aunt, uncle, niece, nephew, grandparent, grandchild, first cousin, in addition to the various combinations of half, step, adopted and intimate partner relationships.
- C. A ride along shall not last more than 6 hours, unless approved by the Chief of Police.
- D. Participants will have the opportunity to observe routine law enforcement activities. They will not assist in the enforcement of laws.

- E. Participants are not allowed to ride more than twice within a calendar year unless otherwise approved by the Chief of Police. Civilian City of Concord employee ride along participants shall only ride once per calendar year.
- F. Participants will be required to dress in business casual attire. Participants who arrive wearing shorts, t-shirts, flip-flop type shoes or another type of dress deemed inappropriate will not be allowed to participate in the Ride-Along Program. The watch commander will determine attire suitability.
- G. Only one (1) participant will be allowed in each vehicle.
- H. At all times the participant will be under the direction of the officer conducting the ride along.
- I. Unless authorized by the Chief of Police, no participant shall be armed with any type of weapon while participating in a ride along.
- J. Participants are prohibited from photographing or recording any portion of the ride along without permission of the Chief of Police.
- K. The officers conducting the ride-along shall not allow the participant to enter a private residence, business, or location not open to the general public without the owner's permission.
- L. Any restrictions may be waived at the discretion of the Chief of Police.

04.03.5 SAFETY

- A. The watch commander may cancel a ride-along if they deem it necessary due to operational concerns.
- B. The officer must continuously evaluate the safety of the participant. An escorting officer should not expose a participant to avoidable hazardous situations. If a participant requests to discontinue the ride along because of the nature of a call, the officer will return the participant to police headquarters, or the respective district office, as soon as practical. In an emergency situation, the officer may contact the watch commander to request authority to leave the participant in a safe area.
- C. In accordance with G.O. 09.03.03(E)(7), no pursuits may be undertaken by a civilian operator or by a department vehicle containing a civilian occupant to include those participating in a ride along.



JAMES S HUGHES
CHIEF OF POLICE