

## Ride-Along Policy

### 410.1 PURPOSE AND SCOPE

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

#### 410.1.1 ELIGIBILITY

The Kitsap County Sheriff's Office Ride-Along Program is offered on a very limited, case by case basis to citizens and law enforcement members. Any applicant may be disqualified without cause.

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

- Being under 18 years of age.
- Prior criminal history.
- Pending criminal action.
- Pending lawsuit against the Department.
- Denial by any supervisor.

#### 410.1.2 AVAILABILITY

The Ride-Along Program is available on most days of the week, with certain exceptions. Ride-Along riders may ride all or part of a shift. Riders generally will be allowed to ride during any one shift, and will not generally be allowed to ride over a period spanning two shifts with different deputies. The shift supervisor shall have final authority to approve the availability of ride along requests.

### 410.2 PROCEDURE TO REQUEST A RIDE-ALONG

Ride-along requests will be scheduled by the Patrol Administrative Assistant. Civilians must provide full name, date of birth, address, email address, and phone number. The participant must complete a ride-along waiver form prior to the ride along. If the participant is under 18 years of age, a parent/guardian must be present to complete the Kitsap County Sheriff's Office Voluntary Ride Along Hold Harmless Agreement Form and the ride along must be approved by a Shift Supervisor.

Deputies and Sergeants may request to have a civilian rider. Each request must be approved by a Shift Sergeant or Lieutenant. The requirements for eligibility are the same as other civilian riders. Spouses, relatives and personal acquaintances of deputies may ride with a deputy up to one time in a six month period and must have the approval of a shift supervisor. Exceptions must be approved by a Lieutenant or Division Chief.

The General flow of the ride along process will be as follows:

- Ride along requests are sent to the Patrol Administrative Assistant with the requestor's information (Name, email address and contact number)

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- The Patrol Administrative Assistant will email the requestor the Ride-Along Program Application. The requestor will complete the first page and return.
- The Patrol Administrative Assistant will conduct a Triple I and records check in our Records Management System.
  - If the background check reveals anything of concern, the information will be forwarded to a Lieutenant for review and/or approval.
  - If the ride-along is denied after the request has been made, a representative of the Office will contact the requestor and advise him/her of the denial.
- For general citizens, if a reviewed request is approved by a Lieutenant, the Patrol Administrative Assistant will schedule the ride along.
- The Patrol Administrative Assistant will schedule a date and time for the rider and provide them with instructions for the day of their ride.
- The Patrol Administrative Assistant will fill out the “Kitsap County Sheriff’s Office Ride Along Program Application” and have a Lieutenant sign off then place in the Patrol Team’s box.
- The Deputy will have the rider read and sign the “Kitsap County Sheriff's Office Voluntary Ride Along Program Application” and Release, Waiver of Liability & Indemnification form..
- The Shift Supervisor will sign the “Kitsap County Sheriff's Office Voluntary Ride Along Hold Harmless Agreement” then place it in the Patrol Administrative Assistant’s box.
- The Patrol Administrative Assistant will check off the returned form and send to the TAC to file.
- Records will store the KCSO Voluntary Ride Along Hold Harmless Agreement for 6 years upon completion of the ride along.

### 410.2.1 PROGRAM REQUIREMENTS

Once approved, civilian rider will be allowed to ride no more than once every six months. An exception would apply to the following: Cadets, Chaplains, KCSO Volunteers, Reserves, sheriff's applicants, and all others with approval of the Shift Sergeant.

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 deputy's vehicle at a given time.

Ride-along requirements for sheriff's cadets are covered in the Sheriff's Cadet Program Policy.

### 410.2.2 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. Hats and ball caps will not be worn in the sheriff's vehicle. The Shift Sergeant or field supervisor may refuse a ride along to anyone not properly dressed.

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Civilian ride alongs should not be armed with a firearm while riding.

### **410.2.3 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 deputies without the expressed consent of the Shift Sergeant. 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. An off-duty, fully commissioned peace officer may be armed during the ride along with the approval of a shift sergeant. The firearm should be concealed while carried and carried in a secure holster. The peace officer should carry their department identification and badge if armed.

### **410.3 DEPUTY'S RESPONSIBILITY**

The deputy shall advise the dispatcher that a ride-along is present in the vehicle before going into service. Deputies shall consider the safety of the ride-along at all times. Deputies 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 dispatcher will be advised of the situation and as soon as practical have another sheriff's unit respond to pick up the participant at that location. The ride-along may be continued or terminated at this time.

The Patrol Administrative Assistant is responsible for processing and scheduling ride-alongs. Upon completion of the ride-along, the form shall be returned to the Shift Supervisor with any comments which may be offered by the deputy.

### **410.4 CONTROL OF RIDE-ALONG**

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

- (a) The rider will follow the directions of the deputy.
- (b) The rider will not become involved in any investigation, handling of evidence, discussions with victims or suspects, or handling any sheriff's equipment.
- (c) The rider may terminate the ride-along at any time and the deputy may return the observer to their home or to the station if the rider interferes with the performance of the deputy'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) Deputies will not allow any rider 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 rider be permitted to enter a private residence with a deputy without the expressed consent of the resident or other authorized person.
- (g) The rider shall not be allowed to audio or video record any part of the ride along, or take photographs without the deputy's permission.

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