



POLICY AND PROCEDURE **NO. 140**

Civilian Ride-Along Program

Date Issued: November 7, 2017

Date Effective: November 7, 2017

3 Pages

The civilian ride-along program sponsored by this department is an effective community-relation asset that provides a sense of realism for those citizens who have a distinct interest in this segment of government. In the interest of citizen/officer safety and in keeping with good department practice, the following guidelines are being established as an operational prerequisite when sponsoring a citizen for the program.

1. The citizen candidate must be 18 years of age or older.
2. A records check will be conducted of all ride-along candidates and final determination of eligibility will be made by the official in charge.
3. All requests for a citizen ride-along are to be cleared by the official in charge of the hosting division.
4. Officials approving the ride-along will cause a journal item to be entered (Citizen name and approving official, etc.)
5. The citizen will be listed on the roster as a ride-along on the route or assignment designated for that purpose. This informs the dispatcher that the patrol officer is encumbered by the addition of a civilian and certain high-risk calls (high speed pursuits, large disturbances, armed suspects, etc.) are prohibited.
6. In the event that such a high-risk call is unavoidable and an immediate response is necessary, the citizen should be instructed to remain in the department vehicle at a safe distance from the scene.
7. Before participating in a ride-along, it is imperative that the citizen be given the appropriate body armor to be worn during the designated tour of duty. It is the responsibility of the officer hosting the ride-along that the citizen wears the protective gear appropriately at all times.
8. Citizens may make hand written notes if desired but may not carry video or audio recording devices or cameras during the ride-along session.
9. The citizen is strictly prohibited from carrying of firearms, nightsticks, restraints, heavy-duty flashlights or any other weapon or object that could be construed by the public to be a weapon.
10. Civilian ride-along candidates will be allowed to participate in the program no more than once every year, without prior approval of the chief of police.

Per:

Steven M. Sargent

Chief of Police

***#s 1, 2, and 10 updated.

Civilian Ride-along Program Signature Sheet

In the interest of citizen/officer safety and in keeping with good department practice, the following guidelines are to be followed by the Officer conducting the ride-along and the individual who is taking part in the program. Prior to commencing with the assignment the civilian must read the following document and sign in the appropriate area, thereby acknowledging the requirement of adhering to the content.

1. The citizen candidate must be 18 years of age or older.
2. A records check will be conducted of all ride-along candidates and final determination of eligibility will be made by the official in charge.
3. Civilian ride-along candidates will be allowed to participate in the program no more than once every year, without prior approval of the chief of police.
4. Before participating in a ride-along, it is imperative that the citizen be given the appropriate body armor to be worn during the designated tour of duty. It is the responsibility of the officer hosting the ride-along that the citizen wears the protective gear appropriately at all times.
5. Any civilian who takes part in the program shall not take part in certain high-risk calls (high speed pursuits, large disturbances, armed suspects, etc.)
6. In the event that such a high-risk call is unavoidable and an immediate response is necessary, the citizen should be instructed to remain in the department vehicle at a safe distance from the scene.
7. Citizens may make hand written notes if desired but may not carry video or audio recording devices or cameras during the ride-along session.
8. The citizen is strictly prohibited from carrying of firearms, nightsticks, restraints, heavy-duty flashlights or any other weapon or object that could be construed by the public to be a weapon.

Civilian Signature _____ Date _____

**Updated November 7, 2017