


PINE BLUFF POLICE DEPARTMENT POLICY/PROCEDURES MANUAL

	SUBJECT:	POLICY NUMBER 605
	Ride-Along Program	ISSUE DATE 02/19/2008
	CHAPTER: COMMUNITY RELATIONS	EFFECTIVE DATE 02/19/2008
	ISSUED By: Chief of Police John Howell	TOTAL PAGES 8

I. PURPOSE

The purpose of this policy is to provide citizens and interested persons an opportunity to observe police patrol activities and procedures; and to provide an overall view of the police officers' duties. This program is NOT intended to be used for training purposes by citizens or interested persons who desire to become police officers.

II. POLICY

A. GENERALLY

1. Through the cooperation of the Chief of Police, it shall be the policy of the Pine Bluff Police Department to maintain a citizen ride-along program. This shall be accomplished to further advance the police department's efforts and initiatives with regard to the general concepts of community-based policing.
2. Department activities such as undercover operations or other investigative operations are inappropriate for ride-along assignments without the express approval of the Chief of Police.
3. Members of the news media may participate in the ride-along program, subject to the provisions of this policy.

B. SPECIFICALLY

1. Prospective ride-along candidates must make written application and must execute a written agreement and release (i.e. waiver of liability (Appendix 13). Prospective ride-along candidates, who have not reached twenty-one (21) years of age, must be accompanied by a parent or legal guardian at the time of making the ride-along application, inasmuch as the parent or legal guardian will be required to sign the release and agreement on behalf of the child or ward.

2. Prospective ride-along candidates must exhibit suitable proof of age and identification at the time of application. No ride-along request will be granted unless the application is received forty-eight (48) hours prior to the desired ride.
3. All applicants must submit to a police records check.
4. In certain situations the presence of ride-along participants may be deemed a violation of a citizen's right to reasonable expectation of privacy. Therefore, ride-along participants receive first hand exposure to only those situations that may be observed by any passerby in the community during a given situation. Ride-along participants are not to be taken onto private areas without the prior consent of the property owner or other person with apparent authority to grant such consent.
5. All applications must be approved by the Chief of Police or his designee.
6. Forms pertaining to the ride-along program will not be removed from the police department's main building. All ride-alongs will only be assigned to full-time police officers who have successfully completed his/her entry level probationary period. Upon the approval of the Chief of Police, specific ride-along assignment will be made by the patrol division commander and/or the shift supervisor and/or the assistant shift supervisor. No more than one ride-along may be assigned to an officer at any given time. Unless specifically authorized by the Chief of Police, ride-along observers may not ride longer than eight (8) consecutive hours during any thirty (30) day period.

III. INSTRUCTIONS FOR RIDE-ALONG OBSERVERS

The opportunity to observe police patrol activities is offered to students and interested persons through the cooperation of the Chief of Police. Strict adherence to the following instructions is necessary in order to safeguard participants, and to minimize the possibility of interference with normal department activities.

- A. Persons riding in the capacity of ride-along are under the complete control of the regular officer at all times.
- B. Ride-alongs shall not leave the unit at the scene of any police activity without first obtaining the permission of the officer, unless, in the absence of the officer, the person feels that their safety is jeopardized.
- C. All ride-alongs shall wear their seat belts as per state law.
- D. Ride-alongs shall not participate in any police activity unless directly requested by the officer.
- E. Ride-alongs shall not converse with prisoners, suspects, witnesses or other parties contacted on police business unless requested by the officer.

- F. Ride-alongs shall not interfere with the officers' activities at any time. Although it is desirable (and encouraged) for participants to ask questions regarding procedures and activities, it must be done at an appropriate time.
- G. Ride-alongs shall arrive at the police station fifteen (15) minutes prior to the ride-along, and will be returned at the designated time, or at request of the ride-along.
- H. Tape recorders, video recorders or cameras are not permitted.
- I. All ride-alongs must sign a notarized waiver of liability. If the ride-along is a minor, one parent or legal guardian must sign the waiver in the presence of a notary.
- J. If the ride-along is unable to keep their appointment, they must notify the Patrol Division Commander as soon as possible in advance of the date and time scheduled.

IV. RIDE-ALONG DRESS REQUIREMENTS

- A. The police department requires that police ride-alongs be attired at a minimum in casual dress. The clothing shall be neat, clean, and conservative.
- B. Police oriented clothing, material, or paraphernalia shall not be worn or carried by the ride-along observer.
- C. The Chief of Police, Patrol Division Commander, or the Shift Supervisor shall refuse any ride-along whom they have assessed as not appropriately attired.

V. PROGRAM ELIGIBILITY

Applicants for the Ride-Along Program must meet at least one of the following criteria:

- A. A resident of the City of Pine Bluff may ride once a year.
- B. A member of a City civic or business organization once a year unless prior approval has been granted.
- C. A member of the Citizen's Police Academy or Citizen's Police Academy Alumni Association. CPA Graduates are authorized to ride once a quarter.
- D. A city employee whose positions would be enhanced by knowledge of Department operating procedure.
- E. A current applicant for a sworn or non-sworn position with the Department.
- F. Law enforcement officers from any law enforcement agency.

- G.** Law Enforcement Explorer Scouts that have received prior approval from their Post Advisor.
- H.** Family members of department sworn or non-sworn members.
 - 1.** Family members shall only be allowed to ride once a year and shall not ride with any employee that is a family member, unless prior approval is gained.
- I.** Members of the clergy, public service organizations, the news media, or victim advocate organizations.
- J.** Other persons whose participation is determined by the Chief of Police, or their designee, to be in the interest of the Department.



PINE BLUFF POLICE DEPARTMENT

RIDE-ALONG PROGRAM

JOHN E. HOWELL
CHIEF OF POLICE





Pine Bluff Police Department

Ride-Along Program



Dear Program Participant:

Thank you for participating in our Ride-Along Program.

The purpose of the citizen Ride-along Program is to help citizens understand the role of the police in their community. In addition, it provides an opportunity for the officers to interact with the citizens in a unique setting. One overall goal is to promote a build a community wide partnership between the police and the citizen's of Pine Bluff.

I hope you enjoy the ride-along experience and the opportunity to work together with the professional member of this department to in support of our community policing philosophy.

John E. Howell

JOHN E. HOWELL
Chief of Police



PINE BLUFF POLICE DEPARTMENT

RIDE-ALONG PROGRAM

INSTRUCTIONS & GUIDELINES FOR RIDE-ALONG PARTICIPANTS

- _____ 1. I understand that I must stay in the patrol car at all times unless the officer gives me permission to get out, or unless I feel, in the absence of the officer, my personal safety is jeopardized.
- _____ 2. If I am given permission to leave the patrol car to observe the officer working, I will do so only from a safe distance or as directed by the officer.
- _____ 3. I agree to wear my seatbelt while in the patrol car.
- _____ 4. I have not consumed alcohol or any drug or medication within the past 24 hours that might impair my ability to function safely.
- _____ 5. I have no health condition(s) that could create an emergency condition.
- _____ 6. I am not carrying a weapon and know that I may not use any weapon while participating in this program.
- _____ 7. I understand that I may not operate any police radio or equipment except in cases of emergency.
NOTE: You may summon help by pushing the emergency button on the police radio or computer if available and the situation is such that demands immediate emergency action.
- _____ 8. I will not attempt to assist the officer(s) in any manner which may present a threat to my safety, a citizen's safety, or the officer's safety unless directed to do so by the officer.
- _____ 9. I understand that I should avoid any contact with a person(s) arrested by the Pine Bluff Police Department during this Ride-along.
- _____ 10. I understand that in the event of any civil or criminal litigation implicating me as a participant in this program, I am not entitled to any legal representation from the City of Pine Bluff.
- _____ 11. Any violation of these guidelines could result in the immediate termination of the ride-along.
- _____ 12. I acknowledge that as a Ride-along I have no police powers.

SIGNATURE OF PARTICIPANT

DATE

SIGNATURE OF OFFICER

FORWARD TO THE OFFICE OF THE CHIEF OF POLICE

APPENDIX 13

PINE BLUFF POLICE DEPARTMENT

RIDE-ALONG PROGRAM

INSTRUCTIONS & GUIDELINES FOR RIDE-ALONG PARTICIPANTS

WAIVER OF LIABILITY FORM

In consideration of the privilege granted to me by the City of Pine Bluff, I hereby accept full responsibility for my own personal safety and acknowledge and assume the risks attendant to accompanying officers/supervisors of the Pine Bluff Police Department in the performance of their duties. I hereby waive all rights to bring any action or claims against the City of Pine Bluff, the Pine Bluff Police Department or any of its members of said department with whom I have contact arising out of, or in consequence to my participation in the ride-along Program.

I have read, understand and agree to the terms of this waiver and the attached guidelines regarding my conduct during any and all activities with the Pine Bluff Police Department.

This waiver includes, but is not limited to, claims of negligence on the part of the agents or employees of the City of Pine Bluff and the Pine Bluff Police Department.

PRINT NAMED: _____ SIGNATURE: _____

ADDRESS: _____

PHONE (HOME): _____ PHONE (WORK): _____

DATE OF BIRTH: _____ TODAY'S DATE/TIME: _____

To Be Filled In By Police Shift Supervisor

ASIGNED TO OFFICER: _____ EMP. #: _____

ZONE ASSIGNED TO : _____ SHIFT WORKED: _____

START TIME: _____ END TIME: _____

AUTHORIZING SUPERVISOR: _____

WITNESS: _____

POSITION/TITLE: _____

DATE: _____ TIME: _____

FORWARD TO THE OFFICE OF THE CHIEF OF POLICE

APPENDIX 13