

# CITY OF ANDERSON POLICE DEPARTMENT

## Anderson, South Carolina

<b>DIRECTIVE TYPE</b> General Order	<b>EFFECTIVE DATE</b> April 24, 2012	<b>NUMBER</b> 607.4
<b>SUBJECT</b> Ride-Along Program		
<b>REVISED</b> April 24, 2012		
<b>REFERENCE</b> APD Form 601 Ride-Along Application and Waiver	<b>AMENDS/SUPERSEDES</b> 607, 607.1, 607.2 & 607.3	
<b>DISTRIBUTION</b> All Personnel	<b>RE-EVALUATION DATE</b> Annual	<b>NO. PAGES</b> 5

### I. Purpose

To establish the guidelines regarding the City of Anderson Police Department's Ride-Along Program.

### II. Policy

The Department will permit citizens to ride in the City of Anderson Police Department's vehicles as passenger/observers. The purpose of this program is to foster a sense of mutual respect and awareness. Assignments and activities of citizens authorized to participate in the Ride-Along Program is limited to conditions and regulations set forth in this General Order.

### III. Definitions

- A. Liability Waiver: An agreement between the participant and the City of Anderson to hold the City, the Department and its members harmless from civil liability in the event of injury during participation in the Ride-Along Program. (APD Form 601)
- B. Application for the Ride Along-Program: A form the participant completes to provide information to conduct a criminal record check and to document the participation in the program; it also includes the agreement to specific conditions of participation in the program. (APD Form 601)

### IV. Procedures

#### A. Application for all Ride-Along Participants:

- 1. The prospective rider will complete an application form and waiver (APD Form 601), which will be submitted to the Support Services Captain or his

designee at least ten (10) business days prior to the desired ride date. An exception may be made by the recruiting officer for those actively seeking employment with the Department.

2. A record check will be completed and, if satisfactory, the participant will be notified within ten (10) days that (s)he has been approved to participate in the program.
3. The original application and waiver (APD Form 601) will be kept on file in the Records Office and a copy will be forwarded to the appropriate Patrol Lieutenant.

**B. Participants:** Persons authorized to participate in the City of Anderson Police Department's Ride-Along Program ride in a passenger/observer capacity only. Participants are **not permitted** to:

1. Operate any City of Anderson Police Department vehicle.
2. Handle or possess firearms or weapons unless the participant is a Certified Law Enforcement Officer.
3. Use any City of Anderson Police Department equipment, EXCEPT the communications system only under extreme emergency situations.
4. Use any cameras and/or recording equipment during the ride along with the officer EXCEPT as approved by the Chief of Police.
5. Participants are subject to subpoena to testify as a witness.
6. Participants may not interfere in anyway with an officer's performance of duty. HOWEVER, participants will be required to assist an officer upon request and only under extreme emergency situations.
7. The participant is an observer only and will not, in anyway, become involved in any situation, EXCEPT as required by the preceding paragraph. Participants will be allowed to observe as much of any situation as possible consistent with preserving their safety and protecting the rights of those involved.
8. During calls for service, warrant service and traffic stops the participant will not leave the patrol car unless given permission to do so by the officer.

Participants are to be eighteen (18) years old, with the exception of City of Anderson Police Department Explorers, who must be at least sixteen (16) years old.

Assignments are for a specified, consecutive period of time between the hours of 07:00 to 24:00 hours.

All participants will sign a separate waiver form for each occasion that they ride along.

Participants will ride for no more than (12) hours on any date and will be limited to (2) occasions of riding per month, unless special circumstances are stated and approved by the Chief of Police or his designee. No ride-alongs shall occur between the hours of 24:00 to 07:00 hours unless the person is a certified law enforcement officer, or approved by the Chief of Police or his designee.

Participants will be dressed appropriately, (business casual). Inappropriate attire and grooming are unacceptable and will disqualify persons from participation, even when all other qualifications have been met. Personal appearance of participants must be neat and clean and only conservative clothing may be worn. Examples of inappropriate attire are short skirts, worn blue jeans, shorts

(other than assigned special duty uniform), cutoffs, sandals, halter tops, t-shirts with words or logos that could be perceived as offensive, etc. The on duty supervisor will make the determination concerning appropriate attire.

Assignments are limited to Uniform Patrol. Requests to ride in other divisions are to be forwarded to the appropriate Division Captain for review and approval.

Each participant is under the direct and complete control of the officer to which assigned. An officer experiencing difficulty with a participant has the prerogative to discharge the rider at City Hall. In such cases, the officer will explain the circumstances to his immediate supervisor.

Any person submitting a request to participate as a passenger/observer may be rejected if such participation would not serve the best interests of the City of Anderson Police Department. Officers having knowledge of facts or circumstances indicating a person unsuitable for participation is to make these facts known to his immediate supervisor.

A Captain or the Chief of Police may prohibit an individual from future participation in the program when doing so would be in the best interest of the City of Anderson Police Department.

It is possible situations might arise that would expose participant to undue danger, violence, or other hazardous conditions. In such cases, an officer is to exercise discretion and has the prerogative to temporarily discharge the passenger at a suitable location while responding to a specific call-for-service.

Police officers operating police vehicles and carrying ride-along participants will not engage in a vehicular pursuit under any circumstances.

If a participant is injured during the course of a ride-along, the shift supervisor will be notified. The shift supervisor will notify the Captain of Patrol. The host officer will complete a report of the incident and forward it via the chain of command to the Chief of Police prior to the end of shift.

No officer will act as a ride-along host officer until the officer has completed the new hire probationary period.

Since police officers who host ride-along participants aboard police vehicles are restricted to the type of call that they can respond to, shift supervisors may approve only one (1) ride-along per shift.

Ride-along participants will normally occur with the same-sex officer. Exceptions include when the ride-along is a relative of the officer and/or when the Chief of Police provides written permission. However, as a general rule, officers will not be assigned a ride-along of the opposite sex during the night time hours.

Without express consent of the legal occupants Civilians are not to enter onto the private property of residence of individuals unless there is a necessity or law enforcement purpose to do so. The police are liable for inviting civilians on the property of others without express consent of the legal occupants.

**C. PRIVATE CITIZENS** – This category includes:

1. Citizens requesting to ride for the purpose of broadening their knowledge of the City of Anderson Police Department and its functions.
2. Members of civic organizations.
3. Civilian employees.

No more than two (2) citizens are to be assigned at any one time. Requests to ride are handled on a first-come, first-served basis.

**D. LAW ENFORCEMENT EXPLORERS** – This category includes any member in good standing in the Explorer Post sponsored by the City of Anderson Police Department.

1. Applications are also approved by an Explorer Post Advisor.
2. Prior to assignment, a Waiver APD Form 601 is to be signed by the member or, if under 18 years of age, by the member's parent(s) or guardian(s). The form is available from the Explorer Post Advisor(s).
3. Participants are required to wear their official Explorer Post uniform. Participants are required to have training in Blood-borne Pathogens and must have a change of clothing and PPE kit with them during the ride-along.
4. Participants must be registered with the Boy Scout's of America's Learning for Life program.
5. Participation is limited to four (4) ride-along sessions per calendar month.

Participation by students is restricted to the following times:

- a. Monday through Thursday: If 16 or 17 years of age, 1600hrs – 1900hrs.
- b. Fridays and non-school days: If 16 or 17 years of age, 0700hrs – 2400hrs.
- c. Non-students may ride a twelve (12) hour shift during any shift, if 18 years of age or older.

**E. POLICE DEPARTMENT INTERNS/JOB SHADOWING** – This category includes interns assigned to the City of Anderson Police Department.

1. Applications and APD Form 601 from college interns are to be submitted to the Captain of Support Services or his designee.
2. Interns are required to sign a waiver, APD Form 601 prior to assignment.
3. There are no restrictions placed on the number, time, or duration of sessions in this category.
4. Interns can also be assigned to other divisions within the department with approval from the respective Division Captain.

**F. OTHER LAW ENFORCEMENT PERSONNEL** – This category includes sworn law enforcement personnel from other jurisdictions who are not involved in an investigation or otherwise acting in an official capacity.

1. Persons in this category are required to sign a waiver, APD Form 601 prior to assignment. Unless operating under a Mutual Aid Agreement or working with the City of Anderson Police Department personnel in an official capacity.
2. There are no restrictions placed on the number, time, or duration of sessions in this category.

By order of:

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Martin D. Brown, Chief of Police

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Date