

Columbus Police Division Directive	EFFECTIVE Aug. 01, 1987	NUMBER 10.15
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Ride-Along Program		



I. Introduction

The purpose of the Ride-Along Program is to provide ***interested adult civilians and*** members of the Columbus Division of Police Explorers ***or other Division-approved*** youth program an opportunity to observe the daily operations of the Division.

II. Policy Statements

- A. Individuals participating in the Ride-Along Program shall fill out the Ride-Along Request/Release, form U-10.119, except City of Columbus officials/employees riding in an official status.
- B. Participation in the Ride-Along Program shall generally be limited to two times per year per participant, unless approved by a commander or higher.
- C. An individual's request to ride-along may be disapproved for:
 1. Excessive participation in the program.
 2. The individual's criminal record.
 3. Prior problems with the individual.
 4. Inappropriate dress.
 5. Any other just cause.
- D. Camera crews or photographers in an official capacity shall be prohibited from participating in the Ride-Along Program.
- E. Individuals participating in the Ride-Along Program shall be prohibited from carrying cameras. Individuals shall be prohibited from taking any photographic or video images during the Ride-Along Program.***
- F. Sworn personnel shall advise citizens encountered during the tour of duty of the presence of any Ride-Along Program participant and if they are employed by a media outlet.
- G. Sworn personnel shall not allow the Ride-Along Program participant to enter a private residence or business without the owner's permission.
- H. Police Explorer ***and other Division-approved youth program*** members under the age of 18 must have a parent or guardian sign the Release From Liability section of the Ride-Along Request/Release form before participating.
- I. Division personnel shall document an individual's participation in the Ride-Along Program on the appropriate daily log.

III. Procedures

A. Employee Receiving Request

1. Provide the individual with the Ride-Along Request/Release form, or advise them to download the form from the Division's Internet website and complete the Request to Participate section.
2. Confirm the identity of the individual.
3. Advise the individual that a sergeant will contact them regarding approval/disapproval of the request and/or the date and time of the ride-along.
4. Complete the checks listed on the front of the Ride-Along Request/Release form, attach the computer printout, and enter your name and badge/IBM number in the space provided.
5. Forward the Ride-Along Request/Release form to either the Patrol Administrative Sergeant or the appropriate precinct/unit supervisor.

B. Patrol Administrative or Precinct/Unit Sergeant

1. Approve/Disapprove the request based on the applicant's eligibility and the available resources.
2. Notify the individual of the approval/disapproval. Assign a date, time, and employee for approved ride-alongs and fill in the appropriate section of the form.
3. Forward the approved form to the appropriate precinct/unit sergeant or assigned officer and file disapprovals in the Patrol Administrative Office in the appropriate file.
4. Before the ride-along begins, ensure the individual completes the "Release from Liability" portion of the Ride-Along Request/Release form and signs it in the presence of two witnesses.
5. Note any unusual occurrences that happen during the ride-along on the Ride-Along Request/Release; mark the "Ineligible" box as appropriate.
6. Forward the Ride-Along Request/Release form to the Patrol Administrative Sergeant at the conclusion of the ride-along.

C. Assigned Personnel

1. Have the "Release From Liability" section signed by the individual or parent/guardian and witnessed by Division personnel, and then return the form to the sergeant for the duration of the ride-along.
2. Record the ride-along participant's full name on the applicable daily activity log or record.
3. Include the participant's name and information as a witness on any applicable forms or reports, as necessary.
4. Report unusual occurrences or concerns during the ride-along to the supervisor for documentation on the Ride-Along Request/Release form.