



VOLUNTARY RIDE-ALONG OBSERVERS PROGRAM GENERAL ORDER #20.01

Adopted: 08/04/2006

Replaces: Sheriff's Office G.O. #5614

POLICY

Civilians and peace officers will be allowed to ride-along in *Stanford University Department of Public Safety* patrol vehicles. SUDPS encourages ride-alongs as a community outreach effort built on trust and communication. Deputies shall not bring members of the media or other third parties into a home during the execution of a warrant when the presence of the third parties in the home is not in aid of the execution of the warrant.

PROCEDURE

A. ELIGIBILITY TO PARTICIPATE IN THE RIDE-ALONG PROGRAM

1. Any person *fifteen* years of age or older is eligible to participate in the *SUDPS* ride-along program provided he or she:
 - a. Has completed the "*Police Rode-Along Program*" *Request and Waiver form* (to include the signature of a parent or guardian granting permission if under eighteen years of age).
 - 1). *The request to ride form must be mailed or turned in to the Department of Public Safety at least two (2) weeks in advance of the first requested date of participation. At the Watch Commander's discretion, exceptions may be made for special situations requiring shorter notice, as long as other procedures are followed. Special situations may include out of state visitors or criminal justice personnel.*

- 2). *Applicants will be notified by the Department of Public Safety after filing the written application. At that time, the ride will be scheduled and/or confirmed or denied.*
- b. Is not on probation, parole, an ex-felon, or a registered sex offender *and understands that he or she will be subject to a warrant and criminal history check.*
 - c. Is able to provide photo identification at the assigned station prior to the ride-along.
 - d. Has not ridden with a *SUDPS* patrol unit within the last six months (unless waived).
 - e. Provides a telephone number on the Request and Waiver form in case it is necessary to cancel the ride-along on short notice.
 - f. *Provides his or her own transportation to and from the Department of Public Safety.*
 - g. *Understands that his or her participation in the ride-along program is a privilege and not a right, and that the basic premise of the ride-along program is to establish rapport with the police and learn about the functions of law enforcement.*
2. A person may be disqualified from participating in the ride-along program for the following reasons:
- a. At the discretion of the patrol sergeant or assigned deputy.
 - b. Inappropriate or imprudent clothing.
 - c. Indications of alcoholic beverage consumption.
 - d. Indications of illegal drug use, or medication use that might impair judgment.
 - e. Any behavior or activity that might be considered inappropriate prior to or during the ride-along.
 - f. Failure to provide photo identification prior to the ride-along.
 - g. Failure to complete *the application and waiver form, or false statements of any nature on it.*

- h.** Where circumstances could be detrimental to the participant or to the *Stanford University Department of Public Safety*, such as a major emergency, dangerous circumstances, or a high-risk assignment.

B. RIDE-ALONG PROGRAM RULES

- 1.** The participant will be advised that to prepare for the ride-along, he or she should:

 - a.** Eat lightly prior to the ride-along and bring money for his or her own meal during the ride-along.
 - b.** Know the call sign of the patrol unit to which he or she is assigned. In case of an emergency, the participant should be prepared to speak clearly into the radio microphone and advise *Palo Alto Communications* of the emergency, including the specific location of the emergency.
 - c.** Not bring or carry any firearms and weapons *of any kind, to include pockets knives, O.C. spray or other "police equipment."*
 - d.** If riding at night, bring a flashlight and advise the deputy that it is in his or her possession.
 - e.** Wear clean, neat, comfortable, and practical outdoor activity clothing. *Participants should bring clothes suited for outdoor weather conditions (e.g., jacket or rain coat as appropriate).* Any revealing, unkempt, or dirty clothing and/or poor hygiene may be reasons for canceling the ride-along.
 - f.** *Refrain from wearing shorts, sandals, or open-toed shoes.* For their own safety, female participants should to refrain from wearing dresses, skirts, and high-heeled shoes.
- 2.** *Ride along tours usually last four (4) hours; however, either the deputy or the rider may terminate the tour at any time. The SUDPS Watch Commander will be advised of any early terminations.*
- 3.** *Participants must obey the orders and instructions given by the deputy-partner to whom they are assigned.*
- 4.** Participants must not exit the patrol vehicle on car stops, fill unit assists, or calls for service unless cleared with the deputy.

5. *When the patrol unit is assigned to a potentially dangerous situation, the rider may be dropped off at a safe location and he/she must remain there until his or her deputy-partner or another police unit returns to pick him or her up.*
6. ***Participants shall not converse with any prisoner, suspects, victims, or witnesses nor shall he or she participate in any police activity unless directly requested to do so by deputies.***
7. *Participants must agree not to discuss names of persons involved in police cases or incidents. The observer will be considered a confidant of the Department of Public Safety and it is essential that all matters pertaining to evidence or statements gathered in investigations be held confidential.*
8. ***No tape recorders and/or cameras will be permitted while participating in the program unless the SUDPS Watch Commander grants express permission. Camera cell phones must be placed in an area which does not allow the use during the ride-along.***
9. Smoking is not permitted during the ride-along.

C. LAW ENFORCEMENT PERSONNEL

1. Law enforcement personnel may participate in the patrol ride-along program under the following conditions:
 - a. They have completed the waiver form prior to the patrol ride-along.
 - b. They do not ride in uniform.
 - c. If they are qualified to carry a weapon, they must conceal it on their person.
 - d. The ride-along has been approved the supervisor of the deputy providing the ride-along.
2. If there is any concern regarding the history of the non-sworn law enforcement employee, the supervisor may conduct a warrant check and a criminal history check prior to approval of the ride-along. If there are any questions about a particular participant's eligibility, the patrol deputy should submit an Employee's Report (ER) via the chain of command. The ER should note the deputy's concerns.
4. A civilian employee participating as a ride-along shall merely observe and shall not perform any law enforcement duties, unless a situation arises that compels

necessary action and/or the ride-along is directed to take such action by the assigned patrol deputy.

5. Unless assigned for purposes of training or orientation, *SUDPS* civilian employees may only participate as a ride-along on a regular day off which does not conflict with any other divisional assignment *with the prior permission of their supervisor*. Civilian employees participating as a ride-along shall have an eight-hour break from the completion of the ride to their next work shift at their normal duty assignment.



**LAURA WILSON
DIRECTOR**