

GENERAL ORDER



Title	Ride-Along Program		
Series / Number	GO-OPS-204.04		
Effective Date	December 1, 2003	Distribution	A
Replaces / Rescinds	General Order 204.4 (Ride-Along Program)		

DISTRICT OF COLUMBIA

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I. BACKGROUND

The Metropolitan Police Department develops programs that are essential to establishing and maintaining community support. These programs enhance the community's understanding of the Department's role and operations. To increase citizen understanding of law enforcement operations, the Metropolitan Police Department has established a Ride-Along Program that allows participants to ride with members and personally observe the Department's police activities.

II. POLICY

The policy of the Metropolitan Police Department is to establish and implement programs that will allow the Department to build a working relationship and positive rapport with members of the community. The Ride-Along Program provides a mechanism for citizens to personally observe patrol operations and establish an expanded dialogue between police and members of the community.

III. RULES

- A. Under no circumstances shall a recording device be used during a Ride-Along.
- B. Members of the media participating in the Ride-Along must obtain approval from the Public Information Officer prior to the Ride-Along.

IV. REGULATIONS

- A. Criteria for participation in the Ride-Along Program requires that applicants be either:
 - 1. A citizen of the District of Columbia;

2. A student in an accredited law enforcement program or related field within the District of Columbia;
 3. A student in the seventh grade or above attending school in the District of Columbia;
 4. Member of a District of Columbia civic organization interested in law enforcement;
 5. An employee of the District of Columbia or Federal Government whose position requires that they have knowledge of MPD operations;
 6. A member of law enforcement from other departments;
 7. Military personnel;
 8. Persons recommended by a member of the department;
 9. A member of the media (with approval of the Public Information Officer); or
 10. Such other persons as determined by the Director, Community Outreach Unit, Office of Organizational Development (OOD) or the District Watch Commander.
- B. All applicants shall produce a valid identification card and submit to a WALES/NCIC check prior to participation in a Ride-Along.
- C. Applicants shall prepare:
1. A PD Form 369 (Application and Authorization to Participate in the Ride-Along Program),
 2. A PD Form 370 (Adult Waiver), and
 3. A PD Form 371 (Juvenile Waiver).
- D. Recruit Officers participating in the Recruit Ride-Along Program are not required to meet the above criteria, but they must produce, prior to the ride-along:
1. Ride-Along Participation Form, and
 2. MPD Issued Recruit Officer Identification Card.
- E. All request forms shall be submitted to the appropriate District Watch Commander or the Director, Community Outreach Unit, OOD.

- F. When members of the Department recommend a personal guest to participate in the Ride-Along Program:
 - 1. The District Commander or Watch Commander shall consider the request on an individual basis.
 - 2. If approved and when practicable to do so, the participant shall be assigned to ride in the member's vehicle.

V. PROCEDURAL GUIDELINES

- A. Operators of vehicles with a Ride-Along participant shall:
 - 1. Inform the dispatcher that he/she has a Ride-Along participant in the vehicle; (CALEA 81.2.5.a)
 - 2. Not respond to any Code 1 or potentially dangerous assignments (i.e. Shooting or Assault); (CALEA 41.2.1)
 - 3. Not participate in the pursuit of persons or vehicles; (CALEA 41.2.2.d and e) and
 - 4. Notify the dispatcher when the Ride-Along is completed. (CALEA 81.2.5.a)
- B. Station Personnel shall:
 - 1. Upon request provide each applicant with a copy of PD Form 369 and advise the applicant that the form must be returned to the district or the Director, Community Outreach Unit, OOD, prior to participation in the Ride-Along Program;
 - 2. Provide each applicant less than 18 years of age, except military personnel, with a PD Form 371 with instructions to have it signed by a parent or guardian;
 - Note: Military personnel under 18 years of age shall be permitted to sign the PD Form 370 in the same manner as an adult. They shall not be required to have a parent or guardian's signature.
 - 3. Indicate on the PD Form 369 that the applicant has been given a juvenile waiver, and that it bears the parent's or guardian's signature;

4. Advise the applicant that unless specifically requested and approved by the Director, Community Outreach Unit, OOD, or District Watch Commander, the maximum Ride-Along time during any 24-hour period is four (4) hours;
5. Request official identification (driver's license, draft card, etc.) to verify the applicant's age;
6. Review the completed request form for content and sign the form in the appropriate space; and
7. Submit all requests to the Director, Community Outreach Unit, OOD, within 24 hours of receipt.

Note: All requests shall be submitted to the Director, Community Outreach Unit, OOD, whether a Ride-Along was completed or will be completed at a later date.

C. Commanding Officers shall:

1. Have the final authority for approving or disapproving all requests for participation in the Ride-Along Program;
2. Sign and witness the PD Form 370, prior to the applicant riding in a department vehicle;
3. Revoke the authorization of applicants under the age of 18, except military personnel, who submit a PD Form 371 without proper parental or guardian signature;
4. Designate the vehicle in which the participant(s) will ride, with discretion to assign up to two participants to a single department vehicle;
5. Revoke a participant's authorization if it becomes apparent to the member that the participant's conduct is not in the best interest of the department;
6. Ensure that participants do not wear jeans or t-shirts that are ripped, torn, or have holes in them; and
7. Ensure the return of completed PD Forms 369 and 370 and/or 371 to the Director, Community Outreach Unit, OOD, within 48 hours after the applicant has either participated in the Ride-Along Program or failed to appear.

- D. The Director, Community Outreach Unit, Office of Organizational Development, shall:
1. Coordinate the Ride-Along Program and all requests referred to the Department;
 2. Deny requests to participate in the Ride-Along Program if the applicant does not meet criteria set forth in this order or does not exhibit behavior that is in the best interest of the Department;
 3. Advise the applicant that he/she may only participate in the Ride-Along Program no more than four (4) times per calendar year;
 4. Maintain a record book of all requests to participate in the Ride-Along Program, which shall include the:
 - a. Applicant's name,
 - b. District where the ride is requested,
 - c. Time the ride is approved,
 - d. Date the request is approved or disapproved,
 - e. Date the PD Forms 369 and 370 and/or 371 were returned,
 - f. Date the participant completed the Ride-Along,
 - g. Date of prior participation in the Ride-Along Program, and
 - h. Date the forms were forwarded to Records Division, Corporate Support.
 5. Maintain a logbook to document all telephone requests from members of the department who wish to have personal guests participate in the program;
 6. Forward the approved PD Form 369 to the organizational element involved at least three days prior to the date on which the applicant has been approved to ride;
 7. Notify the applicant of the date, time, and location that has been approved for the ride; or, upon just cause, of disapproval; and

8. Review and forward the completed PD Forms 369, 370 and/or 371 to the Records Division, Corporate Support.

// SIGNED //
Charles H. Ramsey
Chief of Police

Attachments

CHR:NMJ:MAR:mcw

RIDE-ALONG PROGRAM

METROPOLITAN POLICE DEPARTMENT

WASHINGTON, DC

Dear Ride-Along Participant:

Pursuant to the policy and guidelines governing our Ride-Along Program, you are requested to complete the application section of this form so that your request may be processed. You will be advised by the Community Relations Division if your request meets with our requirements for your participation in the Ride-Along Program.

If you are under 21 years of age, the Station Personnel accepting your application will furnish you with a Juvenile Waiver which must be signed by your parent or guardian and returned at the time you are scheduled to ride. If you fail to have the waiver signed, your authorization to ride will be revoked by the Watch Commander.

APPLICATION TO PARTICIPATE IN THE RIDE-ALONG PROGRAM

FULL NAME		DATE OF BIRTH
HOME ADDRESS - IF STUDENT, LOCAL ADDRESS		LOCAL HOME PHONE
COMMUNITY OR CIVIC ORGANIZATION REPRESENTED		
POSITION IN THE ORGANIZATION		WORK PHONE
IF STUDENT, NAME AND LOCATION OF SCHOOL		
DATE YOU REQUEST TO RIDE	HOURS YOUR REQUEST TO RIDE - 4 HOURS ONLY	DISTRICT YOU REQUEST TO RIDE IN
REASON YOU REQUEST TO RIDE		
YOUR SIGNATURE		DATE
For District Use Only	APPLICATION REVIEWED BY	DISTRICT

AUTHORIZATION TO PARTICIPATE IN RIDE-ALONG PROGRAM

TO: Commander _____

The above-named applicant has been authorized to ride in a police vehicle in your organizational element.

Date/Time of Ride: _____

Director, Community Outreach Division

VERIFICATION OF PARTICIPATION

TO: Director, Community Outreach Division

The above-named participant rode in a vehicle assigned to my organizational element on the above-designated date and time.

The participant was assigned to Scout Car/Cruiser _____ manned by Officer (s) _____.

METROPOLITAN POLICE DEPARTMENT
Washington, D.C.

SCOUT CAR OBSERVER PROGRAM

JUVENILE WAIVER

WHEREAS, I, _____, *(name of parent or guardian)* have requested of the Government of the District of Columbia, Metropolitan Police Department, for the benefit of _____, *(name of child or ward)* my *(son, daughter or ward)*, permission to participate in the Scout Car Observer Program by riding in a police cruiser and by otherwise observing and accompanying police officers during a tour of duty; and

WHEREAS, the said Metropolitan Police Department has indicated that it is willing to grant my request, providing that I, the said parent or guardian of _____, *(name of child or ward)* execute in writing this instrument, releasing the Metropolitan Police Department and the Government of the District of Columbia, and its or their officers, agents or employees from and against any and all suits or claims for loss, damage, expenses, personal injury or death which might be suffered or sustained by the said _____, *(name of child or ward)* directly or indirectly as a result of participation in the Scout Car Observer Program.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That I, the said parent or guardian of _____, *(name of child or ward)* for and in consideration of the permission granted by the said Metropolitan Police Department to the said _____, *(name of child or ward)* to observe police during a tour of duty and to ride in a police motor vehicle and otherwise accompany police officers for said purpose, do hereby assume any and all risks and liability for damages, losses, personal injuries or death which I or my said *(son, daughter or ward)* might suffer or sustain, for said purpose, while in a motor vehicle, in any building, or on any property or premises owned or operated by the Metropolitan Police Department or the Government of the District of Columbia or while otherwise participating in the Scout Car Observer Program. I do hereby, for myself, my said *(son, daughter or ward)*, our heirs, executors and administrators, or other persons claiming under or through me or *(him or her)* remise, release and forever quit-claim and discharge the said Metropolitan Police Department, the Government of the District of Columbia, and its or their officers, agents, or employees, from and against any and all claims, suits or demands, which I, or my said *(son, daughter or ward)*, or our heirs, executors or administrators, or other persons claiming under or through us, have or can or might have as a result of any losses, damages, expenses, personal injuries or death which my said *(son, daughter or ward)*, or whosoever claiming under or through *(him or her)*, may suffer or sustain while exercising said permission, whether said losses, damages, personal injuries or death result from the negligence of said Metropolitan Police Department and/or the Government of the District of Columbia, its or their officers, agents or employees or are otherwise caused.

IN WITNESS WHEREOF, I, the said parent or guardian, have hereunto set my hand and seal this _____ day of _____ 19____.

Signature of Parent or Guardian

Address of Parent or Guardian

SCOUT CAR OBSERVER PROGRAM

ADULT RELEASE

WHEREAS, I, _____, have requested of the Government of the District of Columbia, Metropolitan Police Department, hereinafter referred to as the "Metropolitan Police Department", for my own personal benefit, permission to participate in the Scout Car Observer Program by riding in a police cruiser and by otherwise observing and accompanying police officers during a tour of duty and the said Metropolitan Police Department has indicated that it is willing to grant my request, providing that I execute in writing this instrument, releasing the said Metropolitan Police Department and the Government of the District of Columbia, and its or their officers, agents or employees from and against any and all suits or claims for losses, damages, expenses, personal injuries or death which might be suffered or sustained by me directly or indirectly as a result of participation in the Scout Car Observer Program.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That I, the said Rider, am over eighteen (18) years of age and for and in consideration of the permission granted by the said Metropolitan Police Department to me to observe police during a tour of duty and to ride in a police motor vehicle and otherwise accompany police officers for said purpose, do hereby assume any and all risk and liability for damages, losses, personal injuries or death which I might suffer or sustain, for said purpose, while in a motor vehicle, in any building, or on any property or premises owned or operated by the Metropolitan Police Department or the Government of the District of Columbia or while otherwise participating in the Scout Car Observer Program, and do hereby, for myself, my heirs, executors and administrators, or other persons claiming under or through me, remise, release and forever quit-claim and discharge the said Metropolitan Police Department, the Government of the District of Columbia, and its or their officers, agents or employees, from and against any and all claims, suits or demands, which I, or my heirs, executors or administrators, or other persons claiming under or through me, have, or can or might have as a result of any losses, damages, expenses, personal injuries, or death which I, or any persons whosoever claiming under or through me, may suffer or sustain while exercising said permission, in any motor vehicle, in any building, or on any property or premises owned or operated by the Metropolitan Police Department or Government of the District of Columbia, or while otherwise participating in the Scout Car Observer Program, whether said losses, damages, personal injuries or death result from the negligence of the said Metropolitan Police Department and/or the Government of the District of Columbia, its or their officers, agents or employees, or are otherwise caused.

IN WITNESS WHEREOF, I, the said Rider, have hereunto set my hand and seal this _____ day of _____ 19_____.

*Signed, Sealed and Delivered -
In the presence of:*

_____ (SEAL)

_____ (ADDRESS)