



**RICHMOND POLICE DEPARTMENT
GENERAL ORDER**



Subject: DEPARTMENT RIDE-ALONG PROGRAM	Chapter 6	Number 27	Pages 4
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References: CALEA Standards: N/A	Related Orders:	Effective Date: 01/18/2024 Revised By: Review Prv. Rev. Date: 02/11/2019
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Chief of Police:

Robert N. Edwards

I. PURPOSE

The purpose of this directive is to establish the policy and procedure of Department members concerning the Ride-Along Program.

II. SUMMARY OF CHANGE

This policy is due for review and remains unchanged.

III. POLICY

It is the policy of the Richmond Police Department (RPD) to provide citizens with the opportunity to be exposed to the Department’s resources and to better understand the operational structure of the Department with hands-on experience, knowledge, etc.

IV. ACCOUNTABILITY STATEMENT

All employees are expected to fully comply with the guidelines and timelines set forth in this general order. Failure to comply will result in appropriate corrective action. Responsibility rests with the Division Commander to ensure that any violations of policy are investigated and appropriate training, counseling, and/or disciplinary action is initiated.

This directive is for internal use only, and does not enlarge an employee’s civil liability in any way. It should not be construed as the creation of a higher standard of safety or case in an evidentiary sense, with respect to third party claims. Violation of this directive, if proven, can only form the basis of a complaint by this Department, and then only in a non-judicial administrative setting.

V. BACKGROUND

The Ride-Along Program was created to develop a sense of mutual respect and understanding between the police and citizens in the community. The Ride-Along Program provides an opportunity for both the police officer and the Ride-Along participant to develop mutual respect and understanding through interaction. The program provides an opportunity

to clarify the problems and concerns that the officer and the participant may encounter within their community.

VI. PROCEDURE

A. Community, Youth & Intervention Services (CYIS) Unit and Public Affairs Unit:

1. The prospective Ride-Along participant must complete a Ride-Along Application and Liability Waiver (PD-9), which may be obtained from the Police Headquarters, any police precinct or on the police website.
2. The participant may return the completed PD-9 to the Police Headquarters or any precinct.
3. Once completed PD-9s are received at the Police Headquarters or any precinct, they shall be forwarded to the CYIS Unit for processing.
4. CYIS personnel will forward the completed application to the Central Records Unit for a records check.

NOTE: Applications from persons working in the media industry (e.g. television, newspaper, filmmaker, etc.) must be approved by the Chief of Police or designee. Media personnel shall ride along with personnel from the Public Affairs Unit.

5. Once the records check has been completed, the applicant will be notified via email or phone if *the applicant* has been selected to participate.
6. The CYIS Unit will forward the completed application and a blank Liability Waiver Form to the Executive Officer of the affected precinct/division or Public Affairs Unit. The Liability Waiver Form must be signed by the participant, Duty Sergeant and assigned officer/detective or Public Affairs Unit personnel prior to riding with the assigned RPD employee.
7. The CYIS Unit, Personnel and Recruitment Unit and Public Affairs Unit will maintain a record of the applications complete with dates and times of those persons participating in the program. The Public Affairs Unit will maintain records of media representatives and the Personnel and Recruitment Unit will maintain records of police applicants.
8. At the conclusion of the Ride-Along, RPD personnel shall encourage participants to complete a customer satisfaction survey located on the police website.

NOTE: The completion of these surveys is optional but encouraged.

B. Affected Precinct/Division/Public Affairs Unit:

1. When the participant arrives, the Duty Sergeant or Public Affairs Unit personnel will check the participant's driver's license or other form of ID. The Liability Waiver Form will be completed and the participant's name will be placed on the

platoon's or division's roster beside the name of the officer or RPD personnel with whom the participant will ride.

2. The precinct's Executive Officer or affected division/unit will forward the completed application and Liability Waiver Form to the CYIS Unit at the conclusion of the Ride-Along.

C. Rules Governing the Program:

1. Conviction of any felony or misdemeanor offense involving moral turpitude may prohibit the applicant from participating in the program. All other misdemeanor convictions will be considered on a case-by-case basis.
2. The participant must be a U.S. Citizen.
3. The participant is limited to two (2) ride-alongs per calendar year, unless an exception is granted by the Chief of Police or designee.
4. The participant must report to the designated Precinct or Headquarters. Under no circumstances will the Ride-Along participant be picked up at any other location.
5. The participant must be at least eighteen (18) years of age, unless *the participant* is a Young Adult Police Commissioner or member of the RPD's Explorer Post 610.
6. The use of cameras or recording equipment is prohibited, unless prior written approval has been granted by the Chief of Police or designee. The written approval must be attached to the completed Ride-Along application.
7. No participant is allowed into a residence or any other location where the occupant has a reasonable expectation of privacy without having given consent. Wilson v Layne, 526 U.S. 603 (1999).
8. No Ride-Along participant shall be armed with any weapon, unless prior written approval has been granted by the Chief of Police or designee. The written approval must be attached to the completed Ride-Along application.
9. Only one participant will be assigned to an officer at any one time unless prior written approval has been granted by the Chief of Police or designee.
10. Participants must dress in business-like or neat casual attire to participate in the Ride-Along Program.
11. Employee's family member(s) must have special written approval from the Chief of Police or designee to ride with their family member(s). The written approval must be attached to the completed Ride-Along application.
12. Any law enforcement officer, including the Richmond Sheriff's Office, approved as a ride-along participant shall be treated as if in a civilian capacity. These officers shall not be permitted to be in uniform. All rules governing of this program shall apply.

13. RPD personnel assigned to a Ride-Along participant shall operate the vehicle with due regard for the participant's safety.
14. RPD officers shall not be permitted to engage in any pursuit until the Ride-Along participant is discharged at a safe location.
15. In extenuating circumstances, a Precinct Commander or designee or the Watch Commander shall be authorized to approve a Ride-Along, provided a waiver is signed prior to the actual Ride-Along. Extenuating circumstances may include the arrival of out-of-town dignitaries or guests who are interested in law enforcement and time is limited for processing the appropriate papers.
16. Any exceptions to these rules will be considered on individual merit by the Chief of Police or designee.

VII. FORMS

- A. PD-9, Ride-Along Application