

18.105 CIVILIAN RIDE ALONG PROGRAM

Reference:

Procedure 12.021 - Visitor Identification in Police Facilities

Procedure 12.700 - Search Warrants/Consent to Search

Procedure 18.106 - Police Clergy Program

Purpose:

To develop an open relationship of integrity and trust with the citizens of the community by providing an opportunity for citizens to observe the daily patrol operations.

Policy:

All civilians, except Police Department Clergy, non-sworn employees, volunteer program members, and interns, who request to participate in the Department Ride Along Program must be registered online.

Civilians may only ride in a uniform Patrol Bureau assignment. While accompanying the police officer, civilians are restricted to observing only and will not become actively involved in police incidents.

The U.S. Supreme Court ruled it is a violation of the Fourth Amendment for police to bring members of the media or other third parties, i.e. citizen observer, into a home during the execution of a warrant when the presence of the third parties in the home was not in aid of the execution of the warrant.

Police Clergy Program members and non-sworn Department employees may ride at any time without prior scheduling provided space is available.

Information:

Non-sworn employees are not required to complete online registration, as long as they are observing in the performance of their job.

Police Clergy, volunteer program members, and interns are not required to register online as long as they remain an active member of their respective program.

Procedure:

- A. Request to Participate in the Ride Along Program
 1. All requests to participate in the Civilian Ride Along Program must be submitted online. Officers can:
 - a. Provide the citizen with the registration link.
 - 1) The registration link is available on the Department Intranet.
 - b. Refer the citizen to contact the Community Liaison Unit or district Neighborhood Liaison Unit.
 - c. Complete the online registration for the citizen.

2. Requests are automatically routed to the Recruitment and Background Squad for processing. Civilians will not be permitted to ride if they are a defendant in an open case involving an offense of violence, serious misdemeanor, or felony; or if they have:
 - a. Been convicted of any offense of violence.
 - b. Been convicted of a serious misdemeanor.
 - c. Been convicted of any felony.
 - d. Any outstanding warrants or capiases.
 3. Upon completion and processing, Recruitment and Background Squad will forward the verification to the district administrative sergeant.
 - a. The district administrative sergeant will forward the email confirmation to the affected relief supervisor.
 - b. The relief supervisor will ensure the observer is listed on the lineup.
 - 1) Include the observer's name, assigned police officer, and hours.
 - a) When an insufficient number of field units prevent an observer from participating in a ride along, the relief supervisor will ensure the observer is notified.
 3. All juveniles age 14 through 17 must have parental consent.
 - a. A parent or legal guardian must sign the email registration in the presence of a police officer.
 - 1) The witnessing officer must provide their name and badge number on the email registration.
 4. The Community Liaison Unit will schedule organized groups who request to participate in the ride along program.
 5. Civilians may only ride one time in a six month period, unless they are participating in the Intern Program, a recognized field placement program, or the Cincinnati Police Explorer Program.
 6. File the email confirmation at the district where the civilian completes the ride along.
- B. Desk Officer Responsibilities
1. Ensure the observer has the registration email and photo identification.
 - a. The observer will not be permitted to ride without the registration email.
 - b. A juvenile's registration email must include a parent or legal guardian's signature and the witnessing officer's name and badge number.
 2. Query observer through the Law Enforcement Automated Data System (LEADS) and Regional Crime Information Center (RCIC).

- a. The observer will not be permitted to ride if they have an outstanding warrant or capias.
- C. Assigned Officer Responsibilities:
1. Instruct the observer on the rules of conduct.
 2. Instruct the observer not to view the Mobile Data Computer (MDC) while in use.
 - a. Advise the observer it is a violation of the LEADS rules and regulations and can result in sanctions against the Department.
 3. Indicate the assignment of an observer on their Daily Activity Log.
- D. Observer Responsibilities:
1. Present an email confirmation and photo identification to the front desk officer and supervisor where the observer will ride.
 2. Wear identification while in police facilities and while riding.
 3. Refrain from looking at the MDC screen while in the vehicle.
- E. Reporting Incidents:
1. Department employees will promptly report all cases of improper behavior or unusual occurrences involving a civilian observer to a supervisor.
 - a. Supervisors may refuse/terminate the observer's participation for improper attire or conduct.
 - b. Document the refusal/termination on a Form 17.
 - 1) Route a copy to the Community Liaison Unit for filing.
 2. If an observer is injured while participating in a Department program, a supervisor will document the details on a Form 17.
 - a. Route a copy to the Community Liaison Unit for filing.