

University of Chicago Police Department

GENERAL ORDER

		Effective Date: February 24, 2015	Number: GO 703
Subject: Ride-Along Program			
References:			
Reevaluation Date: Annually			No. Pages: 4
Amends: 12 FEB 2013 Version (O.D.P.) January 31, 2011		Rescinds:	
Approved By: Marlon C. Lynch, Associate Vice President and Chief of Police		Signature: Original signed document on file in Accreditation Office	

703.1 PURPOSE

The purpose of this order is to establish guidelines for the Department Ride-Along program.

703.2 POLICY

The Ride-Along Program facilitates partnership with the community by affording the opportunity to observe patrol operations. This program is primarily designed for patrol operations. Requests for a ride-along in units other than patrol will also be considered. The program allows residents, university leaders, educators, members of other law enforcement agencies, and persons conducting research deemed appropriate by the Department to participate in a Ride-Along.

703.3 DEFINITION

Authorizing official – Sworn personnel the rank of Captain or above.

703.4 GENERAL INFORMATION

The United States Supreme Court in *Wilson, et al. v. Layne, et al.*, ruled that it is a violation of the Fourth Amendment for police to 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. Failure to follow this ruling could result in liability to the University and to the officer under 42 U.S.C.A. § 1983.

703.5 PROCEDURES

A. Ride-Along Request

1. Any person wishing to ride-along shall complete and sign a UCPD Citizen Ride-Along form (UCPD-22.112). The request form and a photocopy of the person's state photo ID card or state driver's license must be submitted.
2. Law enforcement officers from other agencies shall provide a photocopy of their official law enforcement credentials with the request.
3. Ride-along requests must be submitted no less than 48 hours prior to the requested ride.
4. A prospective observer must pass local and national criminal history checks, unless waived by the Associate Vice President and Chief of Police.
5. The authorizing official shall review the Citizen Ride-Along Form and criminal history and determine if permission is granted or denied.
6. The authorizing official will notify the requestor of the decision. The original approved or denied ride-along request form and documentation will be filed with the Records Unit for no less than one year.
7. If approved, a photocopy of the request form will be forwarded to the on-duty Shift Supervisor for the date and time the ride-along is scheduled.
8. Any person that is in the application or hiring process that has not received a conditional offer for a position with UCPD shall **not** be permitted to ride or observe.

B. Restrictions

1. A person shall not ride-along unless approval has been granted and the authorizing official has the completed request form and identification. Approval will be for one specific shift not to exceed six (6) hours unless special limitations or extensions are granted by the authorizing official.
2. An observer shall not participate in the ride-along program more than once in a six (6) month period without approval of the Associate Vice President and Chief of Police or his/her designee.
3. Only one observer shall accompany an officer at any time. Exceptions may be granted by the authorizing official under special circumstances.

4. A person requesting a Ride-Along must be at least eighteen (18) years of age.
5. When special circumstances exist, persons who are 16 or 17 years of age may participate with written parental permission and the written consent of the Associate Vice President and Chief of Police or his/her designee.

C. Beginning of the Tour

1. The respective Captain shall appoint the rider to a host officer who is assigned a marked patrol unit with cage. The rider will ride in the front passenger seat.
2. The observer should be dressed in casual business attire and be neat and clean in appearance, if not the ride-along may be cancelled at the discretion of the Shift Supervisor.
3. The host officer shall instruct the observer on the following:
 - a. The observer will follow the officer's direction.
 - b. The observer's appearance in court as a witness may be necessary.
 - c. The observer may end the ride whenever he or she wishes.
 - d. The officer may end the ride if circumstances require it for safety.
 - e. The observer must wear a seat belt when riding in the vehicle.
 - f. Observers, if asked, will identify themselves as an authorized citizen ride-along.
 - g. The person understands that he or she is strictly a passive observer and that he or she must not take an active part in any police activity, **nor enter any home while participating in the ride-along.**
 - h. Electronic equipment, e.g., cameras and tape recorders, are **prohibited in police vehicles without the written permission of the Associate Vice President and Chief of Police.**
 - i. Law enforcement officers from other agencies participating in a ride-along are subject to compliance with UCPD policy and procedure.

4. The host officer shall notify UCPD Communications that a ride-along is being conducted, and document the CAD event number, beginning mileage, and beginning time of the ride-along on his or her daily activity log.
5. The Shift Supervisor will document the CAD event number and beginning time of the ride-along on the End of Watch Report.

E. Ending Tour

1. Upon completion of the ride-along, the officer will return the observer to UCPD headquarters, notify the Shift Supervisor and Communications of the termination of the ride-along, and document the ending mileage and ending time on the daily activity log.
2. The Shift Supervisor will document the ending mileage and time on the End of Watch Report.

F. Prohibited Activities

1. Officers shall not engage in a pursuit with an observer in the vehicle.
2. In most cases, officers will not respond to sensitive calls with an observer; these include but are not limited to:
 - a. Unknown risk calls or officer initiated activity.
 - a. In-progress high-risk calls (e.g. Burglary, Robbery, Assault).
 - b. Victim sensitive crimes such as sexual assault, domestic violence, etc.
3. If the officer believes a problem may arise, the observer should be temporarily transferred to another officer or returned to UCPD headquarters.

G. Shift Supervisor Responsibility

On the date of the ride-along, the Shift Supervisor has the authority to deny, terminate, or alter any ride request at any time prior to or during the ride-along when such would be in the best interest of the University or the Department. If he or she chooses to deny, terminate, or alter the ride request, he or she shall submit a To-From-Subject report through their chain of command detailing their reasons for doing so.