



OFFICE OF THE COUNTY SHERIFF
Montgomery County, Maryland
Darren M. Popkin, Sheriff



GENERAL ORDERS/PERSONNEL PROCEDURES

<u>Subject:</u>	<u>Number:</u>	<u>Effective Date:</u>
Ride-Along Program	2.27	02/10/14

Contents:

- I. Eligibility and Guidelines for Participation
- II. Administrative Procedures
- III. *Host Deputy's Responsibilities***
- IV. Operational Procedures
- V. Cancellation

I. Eligibility and Guidelines for Participation

- A. Any person the age of eighteen (18) years or older meeting ***one of*** the criteria listed below is eligible to participate in the Sheriff's Office Ride-Along Program.
 - (1) A resident of Montgomery County, Maryland.
 - (2) Visiting law enforcement officer or an employee of the Montgomery County Sheriff's Office.
 - (3) Relative of an active or retired Montgomery County Sheriff's Office employee.
 - (4) Professional or college student in the field of Criminal Justice, Law, or the Social Sciences.
 - (5) Member of an accredited news agency.
 - (6) Governmental official or an employee of Montgomery County.
 - (7) ***Current applicants for employment with the Montgomery County Sheriff's Office.***
- B. Participation in this program is limited to once every six (6) months unless otherwise approved by the Sheriff or Chief Deputy.
- C. All persons requesting to participate in this program must complete an Application ***for Ride-Along Participation (MCSO134)*** and submit ***a copy of valid photo identification. This form includes the eligibility requirements, guidelines for the ride-along and a waiver of liability.***

- D. Only one (1) ride-along participant may accompany a deputy at any given time. *Exceptions may be made for members of the news media.*
- E. The dress code for ride-along participants is casual, i.e. *long pants, t-shirt, button-down shirt* etc. No shorts, tank tops *or clothing with vulgar or obscene messages may be worn.*
- F. Ride-along participants are prohibited from carrying or possessing weapons of any kind.
- G. *With the exception of members of the news media, the use* of tape recorders, cameras *or* video equipment by ride-along participants is prohibited. *This includes the camera and recording features of cellular phones.*
- H. If the host deputy's assignment requires entering a private residence or private property not open to the public, under no circumstance is a ride-along participant permitted to accompany the deputy. This includes accompanying the deputy to the door of a residence. The ride-along participant must either remain in the Sheriff's Office vehicle or on public property. For the purpose of this directive private property includes:
 - (1) Private Residence: All buildings and land of the residence.
 - (2) Apartments: The hallway area of any apartment building.
 - (3) Business Establishment: Those areas of the establishment *where* the public is not usually permitted.
- I. If the host deputy is required to respond to a serious incident which may present a danger to *the* ride-along participant, the host deputy must leave the participant at a safe location prior to responding to the incident.
- J. The transportation of prisoners in the same vehicle as ride-along participants is prohibited.

II. Administrative Procedures

- A. *Upon submission of the Application for Ride-Along Participation (MCSO134), the Sheriff or Chief Deputy must review the form* for completeness and note *any* special instructions.
- B. The Sheriff or Chief Deputy must forward the application, via the Division Captain, to the section that has been selected to host the ride-along.
- C. The Section Lieutenant must select a host deputy, who will conduct the ride-along.
- D. The host deputy should be notified prior to the ride-along in order to afford the opportunity to prepare for the assignment. The Section Lieutenant must provide the host deputy with the participant's completed Application *for* Ride-Along *Participation* (MCSO134).

- E. All ride-along applicants must provide, at the commencement of the ride-along, a valid form of photo identification i.e. driver's license, MVA ID card, student ID, etc.

III. Host Deputy's Responsibilities

- A. *Prior to the ride-along commencing, the host deputy must complete a wanted check through EJustice and Meters/NCIC on the ride-along participant. The returns from the wanted checks must be attached to the Application for Ride-Along Participation (MCSO134).*
- B. *Upon the arrival of the ride-along participant, the host deputy must request and inspect the valid photo identification to confirm this individual and the person to whom approval has been granted are the same.*
- C. *The host deputy must offer the ride-along participant a body armor vest.*
- D. The host deputy must conduct a review of the ride-along guidelines with the participant. Special emphasis must be placed on the following:
- (1) Ride-along participants are prohibited from carrying or possessing weapons of any kind.
 - (2) The transportation of prisoners in the same vehicle as a ride-along participant is prohibited.
 - (3) If the host deputy's assignment requires entering a private residence or private property not open to the public, under no circumstance is a ride-along participant permitted to accompany the deputy. This includes accompanying the deputy to the door of a residence. The ride-along participant must either remain in the Sheriff's Office vehicle or on public property.
 - (4) The ride-along participant must be instructed to hold all questions and comments concerning the manner in which an incident is handled until they depart from the incident scene.
 - (5) The ride-along participant must be instructed in the necessity and procedure relative to leaving the participant at a safe location if the host deputy is required to respond to a serious incident which may present a danger to the *ride-along* participant. The decision to leave the ride-along participant must be based on the need of an immediate response by the host deputy to prevent loss of life or serious injury without jeopardizing the safety of the ride-along participant by leaving them at an unsafe location. The host deputy must consider the age, sex and other characteristics of the ride-along participant prior to leaving them at any location.

- (6) The host deputy must instruct the ride-along participant to remain at the safe location until the host deputy, another deputy or police officer responds to their location. Additionally, the host deputy must instruct the *ride-along* participant to contact ECC, via 911, if they have any concerns regarding their safety.
 - (7) If the host deputy is unable to return to the location of the ride-along participant within one-half (1/2) hour, *the deputy* must immediately *contact the Sheriff's Office for another deputy to respond to the participants location* to return them to the office.
 - (8) Deputies are encouraged to use tact and common sense in explaining this aspect of the safety policy of the Sheriff's Office so the ride-along participant does not leave with the impression the Sheriff's Office is trying to hide something from their view.
- E. The host deputy must give the ride-along participant a brief description of the duties and responsibilities of each section, *and if time permits, may* provide a tour of the Sheriff's Office.
- F. Prior to the operation of a Sheriff's Office vehicle, the host deputy must instruct the ride-along participant on the safety equipment of the vehicle to include the proper use of the radio in the event the *ride-along* participant must use it during an emergency situation.
- G. At the conclusion of the ride-along, a debriefing session must be held by the host deputy with the *ride-along* participant to ensure any questions regarding Sheriff's Office duties and responsibilities raised during the ride-along have been answered.
- H. The host deputy must complete the required section of the Application *for* Ride-Along *Participation* (MCSO134) and return it, via the chain of command, to the Chief Deputy.

IV. Operational Procedures

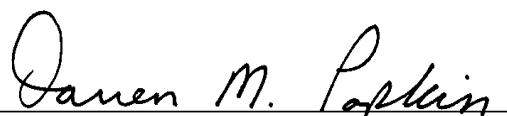
- A. The ride-along may be terminated, and the participant returned to the Sheriff's Office, *in* the following situations:
- (1) The failure of the ride-along to act in an appropriate and professional manner.
 - (2) The failure of the ride-along to comply with the lawful instructions of the host deputy.

- (3) If a determination is made by a supervisor, the rank of sergeant and above, that the host deputy is needed for another assignment.
 - (4) If a supervisor, the rank of sergeant and above, determines that it is in the best interest of the Sheriff's Office to discontinue the ride-along.
- B. The Chief Deputy maintains Ride-Along applications for a period of one (1) year after the ride-along.

V. Cancellation

This directive cancels and replaces General Orders/Personnel Procedures 2.27, Effective Date: 05/12/99.

AUTHORITY:



Darren M. Popkin, Sheriff
02/10/2014