


* To check to verify if your rider application was approved call our non-emergency number at 379-2123 and leave a message for the OIC.

	General Orders	Page 1 of 5	SPD/GO 09.02
	Subject: Ride-Along Program	Date Approved 8-31-2022	Effective Date 9-15-2022
	Reference Standards(s):	Supersedes No.	Previous Date: 10-15-2014
	Approved By: <i>Jason Brady, Chief of Police</i>	Reviewed by: Administrative Lieutenant	

I. Purpose:

- 1.01 To provide guidelines and standards to be followed in allowing observer-riders to accompany Police Officers during tours of duty.
- 1.02 The purpose of the Seguin Police Department "Ride-Along Program" is to provide an avenue for citizen education and insight into their Police Department. Just as police officers should seek to understand their community, the community should seek to understand the officer. Many responsible citizens have a positive interest in their police and/or law enforcement in general. This program will provide for one means by which an exchange of views and a better understanding may be fostered.

II. Eligibility:

- 2.01 Civilians which include civilian employees of the Police Department must be at least 18 years of age. Civilian Riders:
 - A. Must be of good moral character
 - B. Must meet CJIS / NCIC / TCIC guidelines for System Security clearance in a criminal justice facility. These guidelines include those participants in a community ride along program. To be eligible to participate in the ride-along program, civilians:
 - 1. Must have no convictions or deferred adjudications for any offense above the grade of Class B Misdemeanor (Class A or Felony).
 - 2. Must have no convictions or deferred adjudications for a Class B Misdemeanor within the past ten years, based on the conviction (court) date.
 - 3. Must not be under indictment for any criminal offense until the disposition of the case.
 - 4. Must have no family violence convictions.
 - C. Must complete and have approved the Ride-Along Application /

General Orders	Page 2 of 5	SPD/GO 09.02
Subject: Ride-Along Program	Date Approved 8-31-2022	Effective Date 9-15-2022
<p>Waiver form. This is SPD Form # SPD-P-23 which can be found on the SPD shared drive in the Forms (Patrol) folder.</p> <p>D. Must read and understand this General Order. The "Orientation" mentioned on the Ride-Along Application may include giving the applicant a copy of this General Order.</p> <p>E. Must have permission of OIC on duty</p> <p>2.02 Civilian employees of the Department must have permission of their immediate supervisor to participate in the ride-along program.</p> <p>2.03 Off-duty officers (from other agencies) and those retired officers holding a retired peace officers Certificate of Firearms Proficiency and a retired officer photo identification card must meet the eligibility requirements in subsection 2.01 and:</p> <p>A. If in uniform, must have approval of their agency supervisor.</p> <p>B. Are exempt from requirement or limitations of subsection 3.05 which indicates that no weapons or police-related equipment will be carried by the rider, except a flashlight, pen or pencil and paper.</p> <p>2.04 All applications are generally directed to the Patrol Lieutenants for investigation and approval or disapproval. All SPD Supervisors (Sergeant and above) who approve Ride-Along Applications must have the following computerized checks performed on the applicant to ensure that the applicant meets the eligibility requirements in subsection 2.01. If the rider has prior last names, inquires shall be made on each name:</p> <p>A. A query through TLETS to check the following – (this can be done as a "combination". Query)</p> <ol style="list-style-type: none"> 1. Driver's License Check 2. Wanted Check <p>B. A check of the person through SPD's Records Management System including a local warrant check through INCODE.</p> <p>C. Computerized Criminal History (Pur C) – If the CCH check reveals possible criminal history, then a Rap should be run to verify.</p> <p>D. National Sex Offender History Check using the US Department of Justice National Sex Offender Public Website at: http://www.nsopw.gov</p>		

General Orders	Page 3 of 5	SPD/GO 09.02
Subject: Ride-Along Program	Date Approved 8-31-2022	Effective Date 9-15-2022
<p>An incident number shall be assigned to the Criminal History, DL and Wanted Checks and that incident number should be indicated in the space shown on the Ride-Along Application form (SPD-P-23).</p> <p>2.05 All applications must be approved by the Division Commander, excluding subsection 2.04, which is subject to review. Exceptions to any of the requirements in this policy are only made by the Chief of Police or designee. Any application that is disapproved must be submitted to the Chief of Police for review.</p> <p>III. Dress:</p> <p>3.01 Participants in the Ride-Along Program must present a neat, clean and orderly appearance while engaged in the program.</p> <p>3.02 Dress may be casual; however, the following will NOT be worn:</p> <ul style="list-style-type: none"> A. Shirts without collars and sleeves, see-through shirts, shirts that expose the midriff or shirts with logos on them B. No jeans will be worn C. Thong sandals, flip flops D. Hats or caps (unless part of a police or police academy uniform) E. Lycra/cotton Spandex or other excessively tight clothing F. Shorts, skorts, skirts/dresses, or knee-pants <p>3.03 Jewelry may be worn; however, jewelry must be conservative. It is recommended that expensive jewelry not be worn.</p> <p>3.04 Hair must be neat and well-groomed. Beards and mustaches are permitted if neat and well-groomed; otherwise, the rider must be clean-shaven.</p> <p>3.05 Regardless of whether the rider has a valid License to Carry (LTC), no weapons or police-related equipment will be carried by the rider, except a flashlight, pen or pencil and paper. This restriction does not apply to sworn peace officers.</p> <p>3.06 If a rider wears clothing that is of questionable or controversial nature, the OIC shall have the authority to deny or permit riding privileges.</p>		

General Orders	Page 4 of 5	SPD/GO 09.02
Subject: Ride-Along Program	Date Approved 8-31-2022	Effective Date 9-15-2022
<p>IV. Conduct:</p> <p>4.01 Persons participating in the Ride-Along Program will follow instructions given by officers while riding.</p> <p>4.02 Participants will not interfere in officers' investigations or handling of their duties.</p> <p>4.03 All incidents, information or activity that involves any police investigation is confidential and will not be discussed outside the Police Department without the permission of proper authority.</p> <p>4.04 Participants may be witnesses to incidents and may be called upon as any other citizens.</p> <p>4.05 Participants will not handle any equipment in the patrol car without the direct instruction of the officer.</p> <p>4.06 The Ride-Along Program is expected to be an asset to the community and the department; therefore, any conflicts or disagreements encountered by the rider should be discussed with a police supervisor and reported to the Chief of Police in writing.</p> <p>4.07 Riders will not be picked up at any location other than the Police Department without express permission of the OIC.</p> <p>4.08 Riders will not loiter at the Police Department in an effort to solicit to ride.</p> <p>V. Officer Responsibility:</p> <p>5.01 No officer will be required to volunteer to take a rider under this program. Officers may be assigned a rider from the Civilian Police Academy or other Citizen's Academy or to complete a police mission.</p> <p>5.02 Officers participating in this program must have approval of the supervisor of the Section/Shift.</p> <p>5.03 No officer on disciplinary probation may have a rider during the term of the probation.</p> <p>5.04 Officers will be attentive to the fact that they represent the Seguin Police Department in this program. Officers will make every effort to conduct themselves accordingly, by being mindful of General Order 02.16 on Conduct and Performance.</p>		

General Orders	Page 5 of 5	SPD/GO 09.02
Subject: Ride-Along Program	Date Approved 8-31-2022	Effective Date 9-15-2022
<p>5.05 Officers taking riders will do so with the permission of the OIC and will immediately cause the Police Telecommunications Operator and the OIC to be advised of that fact.</p> <p>5.06 The number of times a participant may ride is left to the discretion of the supervisor.</p> <p>5.07 Officers/Supervisors shall ensure that if the rider enters the 911 Center building, then the rider's access to the dispatch consoles must be restricted to limit the rider's exposure to criminal justice information. A good rule of thumb is that the rider should never stand or sit inside the semi-circle desk configuration which comprises the dispatch consoles.</p> <p>VI. Approval/Suspension of Ride-Along Privilege</p> <p>7.01 Approval for participation in this program is given on a calendar year basis. The participant must initiate a new application each year for approval.</p> <p>7.02 Approval may be withdrawn at any time by the Chief of Police or designee, in the interests of the Department.</p>		