

**APPENDIX A
POLICE DEPARTMENT
REQUEST TO RIDE ALONG AND WAIVER OF LIABILITY**

1. I, _____, do hereby request permission to ride in a police department vehicle with on-duty officers for the purpose of direct observation into police work.
2. My request is made to further my understanding and broaden my knowledge in the field of law enforcement.
3. I am aware that, while I am accompanying members of this department, there is a high probability that I will be exposed to hazardous situations inherent in police work. These include but are not limited to: high speed vehicle operation, accidents, arrests, dangerous weapons, assaults, contacts with abnormal persons, etc. I have requested to ride with officers of the department with the full knowledge that there is a potential for death, bodily injury, loss or damage to my person and/or property.
4. Acknowledging these foreseeable dangers, I, _____, do hereby release Clare County and the Clare County Sheriff Department and all personnel from any and all liability for any injuries or property damage received while participating in any department function.
5. I understand that I am expected to carry my own insurance policy including complete medical coverage.
6. I further agree to use seatbelts in the police department vehicles.
7. I understand that this waiver is to be submitted at least five (5) days in advance of the date: _____, and time _____, I am requesting to ride.
8. I do hereby authorize any police department to release all information concerning my arrests and convictions to the Clare County Sheriff Department.

Signature of Requestor	Date	Phone No.	D.O.B.
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Address	City	State	D.L. Number
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Signature of Parent or Guardian (if requestor is under 18 years of age)

Signature of Departmental Witness	Date
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Officer Assigned _____

C.C.H. Checked: ___ Yes ___ No Driving Record Checked ___ Yes ___ No
L.E.I.N. Number _____

**APPENDIX B
REQUEST FOR PERMISSION TO PARTICIPATE IN A
CLARE COUNTY SHERIFF DEPARTMENT RIDE ALONG EXPERIENCE**

I request that I be permitted to ride in a Clare County Sheriff Department vehicle as a passenger/observer. The following information is true and correct to the best of my knowledge.

Name: _____
 Last First Middle

Present Address: _____

Telephone Number(s): _____ D.O.B. _____

Name, Address and Telephone number of person(s) to be Notified in Case of Injury

I understand that I accept all responsibilities and will in no way hold the officer with whom I ride, the Clare County Sheriff Department not the County of Clare (City, County, Township, etc.) liable for any injuries or damages if I become injured while I am a passenger/observer. I understand that if I am under eighteen (18) years of age, my parent/legal guardian must complete and sign a "Permission to Ride" authorization.

Requestor's Signature & Date: _____

Employee Initiating or Receiving Request: _____

Name, Badge Number, Date: _____

Sheriff/Undersheriff Disposition
Approve: _____ Disapprove: _____

Shift/Division Commander's Recommendation
Approve: _____ Disapprove: _____

Signature &
Date _____

Reason for
Dissapproval: _____

Sheriff/Undersheriff Signature and Date: _____

property. Consequently, civilians shall not accompany Deputies onto private property without the consent of the property owner.

Persons Qualified to Ride Along

- A. As a general rule, individuals involved in law enforcement (either professionally or in a trainee/intern status) will be allowed to ride along.

These persons include but are not limited to:

1. Interns involved in accredited college law enforcement training programs. Interns who have been approved by the Sheriff or Undersheriff or their designee for a school program need only complete one waiver to cover the length of their internship.

Interns shall be required to provide a waiver from their educational institution relieving Clare County Sheriff Department of all liability.

2. Individuals involved in law enforcement training.
3. Exchange or visiting law enforcement officers.

- B. Individuals who, in the opinion of the Sheriff or Undersheriff, have a valid interest and/or rationale will be considered on an individual case- by case basis. These may include:

1. Members of the public information media,
2. Members of educational institutions,
3. Government officials,
4. Dispatchers, as part of an authorized training program,
5. Other public safety officials as part of an authorized training, educational, or exchange program,
6. Citizens of the community,
7. Family members of police department employees.

Limitations

- A. All persons requesting permission to ride-along shall be required to submit

a completed, signed, and dated Waiver of Liability Form prior to participation in any ride-along activities. **THIS IS A MANDATORY REQUIREMENT AND THERE ARE NO EXCEPTIONS TO THIS RULE.**

- B. All persons requesting to participate in a ride-along experience shall request and must receive the written authorization of the Sheriff or Undersheriff or his/her designee.
- C. Ride-along participants are to conduct themselves in the role of observer and shall not participate in active law enforcement operations.

The local bargaining agreement may specify certain restrictions or stipulations regarding ride-along programs. Agencies should be certain that they are in compliance with any such agreements.

Ride-along Participation Rules and Regulations

- A. Proper dress attire is required by all civilian observers. Minimum standard shall be a collard shirt and slacks (no jeans). Failure to comply will result in denial of the request to ride-along.
- B. Shift supervisors have the prerogative to terminate or deny a civilian's request to ride-along based on circumstances which could affect the control and/or operations of his/her command.
- C. Any police officer's wife or husband requesting to ride-along will not be allowed to ride with his/her own spouse.
- D. The citizen must follow the directions of the officer with whom they are assigned, such as staying in the patrol vehicle and going to or remaining at a designated location during any perceived hazardous action.
- E. Citizens will not be permitted to use the police radio, except for exigent circumstances (e.g., to summon help in an emergency).
 - 1. The civilian will be assigned a portable radio for use in emergency circumstances when it is necessary to become separated from their assigned unit (e.g., if they were dropped off with instruction to remain at some designated place during any perceived hazardous police action or emergency run).
 - 2. The operation of the portable radio will be explained to the civilian by the officer with whom they are assigned prior to the unit calling in-service.
- F. Citizens will not become involved in any enforcement action except as a

last resort to aid the patrol officer who, without immediate help, could sustain injury or loss of life and only if so commanded by the officer.

- G. Officers may engage in full enforcement activities while riding with a citizen except for prohibitions listed in this order.
- H. Dispatchers should attempt to refrain from using a unit containing a citizen observer as a primary first responder to any emergency call.
- I. Law enforcement officers from other agencies who are lawfully permitted to carry firearms while in the State of Michigan are authorized to be armed while riding as an observer. These officers will be subject to the firearms policy of their employing agency. These officers are fully governed by all other rules of this order applying to civilians.
- J. Students accepted for an internship are expected to adhere to the agreed schedule. Barring any unusual circumstances, no make-up dates will be granted.
- K. Any questions or reactions concerning an officer's responsibility in the performance of his/her duty to a citizen ride-along shall be directed to the duty command officer.