B. Procedure

1. Persons eligible for the Ride-Along program may include, but are not limited to:
   a. Members of concerned adult or youth groups.
   b. Members of the news media.
   c. College or university law enforcement oriented students who are engaged in research or who are fulfilling project or program requirements.
   d. Police officers from other jurisdictions.
   e. Visiting dignitaries.
   f. Any adult or juvenile approved by a Sector Commander of this department.

2. Participation shall be limited to persons aged 16 or older, except as approved by the concerned Sector Commander or other sworn supervisor.

3. The final decision to allow any individual to ride shall lie with the commander of the watch on which the ride is tentatively scheduled.

4. All requests to participate in the Ride-Along program, excluding those approved personally by a Sector Commander on short notice, shall be referred to the Patrol Administrative Specialist.

5. The Administrative Specialist shall screen requests to participate and assign a date and time span for the ride-along. Screening consists of a check of Lakewood Police Department criminal records and a CCIC/NCIC check. If the applicant is found to have any prior criminal contacts as a suspect or an arrestee, the Sector Commander is so notified.

6. Participants shall not normally be allowed to ride more frequently than once every 6 months nor longer than 4 hours at one time.

7. At the time scheduled for the ride, the participant will report to the desk agent who shall then notify an on-duty supervisor. Supervisors shall assign an agent as host for the participant. Assigned personnel shall notify the Communications Center that a ride-along will be with them.

8. If any substantial delay is anticipated in assigning the agent, the ride participant shall be so informed. Every effort shall be made to avoid such a delay and the participant should begin his ride as near as possible to the time he was scheduled to report.

9. Only two ride-alongs are permitted each day on each watch. The name of each approved ride-along will be entered in the ride-along book in the roll call room at least twenty-four hours in advance of the approved time.

C. Rule

1. All participating ride-alongs, except those who are employed by the Lakewood Police Department shall, prior to actually riding, complete a covenant not to sue,
promise to release form. If the participant is under aged 18, the parent or guardian section shall also be completed.

2. The participant must present the form properly filled out to the patrol agent prior to the ride-along.

3. Upon completion of the ride-along, the original of the covenant not to sue, promise to release form shall be returned to the Administrative Specialist by the patrol agent after signing his name on the ride-along form. Forms shall be kept in file for 1 year.