



Kern County Sheriff's Office – Communications Section

Policies and Procedures

TITLE: PATROL RIDE-ALONGS		NO: B-300	
APPROVED: Commander John Carpenter			
EFFECTIVE: January 1, 1994	REVIEWED: July 29, 2024	REVISED: July 29, 2024	UPDATED: July 29, 2024

POLICY

The Kern County Sheriff's Office Communications Section, in order to assist dispatch personnel, understand field procedures, unique police hazards and geographical boundaries involved with their dispatch responsibilities, may utilize the patrol ride-along program. Accordingly, during duty hours and for training purposes dispatch personnel may periodically be assigned to ride with field units. Communications personnel may ride along upon request and when staffing permits. Communications personnel may ride along during off duty hours with the approval of the Communications Section Supervisor and the affected area Sergeant.

DIRECTIVE 1

Personnel may not ride with the **same deputy** on more than one occasion during the calendar year, except as provided by the Kern County Sheriff's Office Policies and Procedures or with permission of the Communications Section Manager and affected Section Lieutenant.

DIRECTIVE 2

A previously approved on-duty ride along may be canceled at the discretion of the Dispatch Supervisor. Approval is subject to current staffing levels.

DIRECTIVE 3

All personnel will wear appropriate civilian attire as determined in Departmental Policy and Procedure J-1200 (Patrol Ride-along).

PROCEDURE A - ON DUTY RIDE ALONG REQUEST

When requesting to ride along with a deputy, Communications personnel will:

- Submit a memo requesting to ride with a deputy to their supervisor.
- Submit the memo at least one day prior to the planned ride along.
- List the day, time, and deputy they wish to ride with in their memo.

Upon receiving a ride along request, and approving it, the Supervisor will:

- Check the logbook to ensure there is sufficient staffing if the employee is requesting an on-duty ride along.
- Contact the sergeant in charge of the squad the deputy works on, and the Metro administrative sergeant, if in the metro response area.
- Confirm with the sergeant(s) the ride along is approved for Communications Section personnel to ride with concerned deputy.
- Note the ride along in the supervisor logbook.
- Return the memo to the employee marked “approved”.

Upon receiving a ride along request, and denying it, the Supervisor will:

- Return the memo to the employee marked “denied”.

PROCEDURE B - A CANCELED RIDE ALONG

If a previously approved ride along needs to be canceled before the shift begins, the Dispatch Supervisor will:

- Contact the employee at home and advise them the ride along is canceled.

The employee will:

- Report to work at their regularly scheduled time.

If the previously approved ride along needs to be canceled after the shift begins, the Dispatch Supervisor will:

- Contact the employee during the ride along and have them respond to the Communications Center to complete their shift.

The employee will:

- Immediately respond to the Communications Center to complete their regularly scheduled shift.

PROCEDURE C - OFF DUTY RIDE ALONG REQUEST

When requesting to ride along on their off-duty hours, the employee will:

- Submit a written request the Dispatch Supervisor at least one day prior to the ride along.

The Communications Section Supervisor will:

- Contact the affected area sergeant and the Metro administrative sergeant, if in the metro response area.
- Approve or deny the request.
- Advise the employee of the decision.

PROCEDURE D - CANCELLATION OF OFF DUTY RIDE ALONG BY EMPLOYEE

If an employee needs to cancel a previously scheduled off-duty ride along, the employee will:

- Notify the on-duty Communications Section Supervisor.

The on-duty Communications Section Supervisor will:

- Contact the on-duty patrol sergeant for the area the ride along was scheduled, and the Metro administrative sergeant, if in the metro response area, and advise them of the cancellation.