

# FLORIDA HIGHWAY PATROL POLICY MANUAL

	<b>SUBJECT</b> AUTHORIZED PASSENGERS IN FLORIDA HIGHWAY PATROL VEHICLES	<b>POLICY NUMBER</b> 17.11
	<b>APPLICABLE CALEA STANDARDS</b>	<b>ISSUE DATE</b> 02/01/96
		<b>REVISION DATE</b> 07/01/07
		<b>TOTAL PAGES</b> 5

## 17.11.01 PURPOSE

To establish guidelines which members of this Division are required to follow when transporting passengers in Patrol vehicles.

## 17.11.02 POLICY

It is the policy of the Florida Highway Patrol that all persons transported in Patrol vehicles are authorized and such transportation is in connection with official Department business as outlined in Policy #025 of the Department of Highway Safety and Motor Vehicles Management Manual.

## 17.11.03 PROCEDURES

- A. Members will not transport persons in Patrol vehicles unless such transportation is in connection with official business. Blanket permits authorizing persons to ride in patrol vehicles are prohibited. However, members of the legislature, legislative staff, judicial representatives, members of the news media, representatives of the Governor's Office or of Cabinet Offices, Florida Highway Patrol interns, and Florida Highway Patrol communications personnel may be approved to ride in a Patrol vehicle for observation purposes. Specific authorization and assignment shall be made only by the Troop Commander or acting Troop Commander. Except for emergency transportation or transportation in conjunction with official Department business, passengers under the age of 18 years are not permitted in Patrol vehicles.
  
- B. Spouses or family members may be authorized to travel in Patrol vehicles when the member is attending an official function on Department business and spouses or family members are included as part of the official function; and when such attendance will enhance the image of the Florida Highway Patrol.
  
- C. Circumstances not requiring approval of higher authority to transport persons in Florida Highway Patrol vehicles:

1. When transporting prisoners.
  2. When providing search, rescue, and public service.
  3. When necessary in the performance of duty.
  4. Members of the Department who have an interest in and a legitimate reason for being in a Division vehicle.
  5. Florida Highway Patrol Auxiliary members.
- D. Circumstances requiring authority of a supervisor to transport persons in Division vehicles:
1. Relatives of a member on a limited basis.
  2. Employees of the Division who are not normally passengers in Division vehicles, such as, secretaries, duty officers, and maintenance personnel when required to attend a Division function.
  3. Persons who are passengers under provisions in Section "D-1" must sign the Florida Highway Patrol Waiver of Liability (Addendum 17.11-1) each time prior to becoming a passenger in a Division vehicle.
  4. Florida Highway Patrol Chaplains as authorized in Chapter 24.01 of this manual.
- E. It is not permissible for a member of the Florida Highway Patrol Auxiliary to ride on patrol with a trooper who is an immediate family member. This would include a father, mother, brother, sister, daughter, son or spouse. In hazardous situations, a close family relationship could interfere with objective decision making on the part of the trooper or the auxiliary member.
- F. When assigned to a special detail authorized by the Director, a sergeant or higher may authorize someone to ride in a Patrol vehicle when such action is in keeping with the nature of the detail. (For example, manhunts and natural disasters.)
- G. A lieutenant or higher may authorize the one time transportation of an individual to and from a Division facility within his/her area of responsibility, if this person is to perform a service to the Patrol. (Example: To pick up a Department of Transportation employee to check and advise on repair of a driveway.)
- H. Any person not covered in Sections 17.11.01 through 17.11.03 "G", who wishes to ride in a Patrol vehicle must comply with the following:
1. An application to ride in a Florida Highway Patrol vehicle (Addendum 17.11-2) must be completed and submitted to the

District Sergeant at least 30 days in advance of the date the person is to ride.

2. Any person who receives approval to ride in a Patrol vehicle may do so only on one occasion for the normal hours of the regular assigned shift.
  3. It is the responsibility of the district sergeant to personally check all entries on the application. He/she is to make a check of the applicant's background, character and reputation. Any person with a criminal record shall not be approved.
  4. Upon completion of the requirements of Sections "1", "2" and "3", above, the District Sergeant shall prepare and submit a written statement of his/her findings via the district lieutenant and captain to the Troop Commander. The last paragraph in this report will clearly define the purpose and benefit to be received by the individual and the Division.
- I. The Troop Commander will approve or disapprove each request.
  - J. If the riding request is approved, it shall be the District Sergeant's responsibility to have the individual sign the Florida Highway Patrol Waiver of Liability Agreement form.

**REQUEST TO RIDE AS AN OBSERVER  
AND  
WAIVER OF LIABILITY AGREEMENT**

The undersigned, being over the age of eighteen does hereby request the Division of Florida Highway Patrol for permission to ride, as an observer only, in an authorized Florida Highway Patrol motor vehicle. This observation is for the purpose of educational benefit. If permission is granted, I hereby agree to obey at all times, instructions, orders and commands given me by the officer in command of any vehicle in which I may be riding. I fully realize and appreciate the basic nature of law enforcement work and the possibility that situations will arise which might result in my being exposed to the danger of physical harm or injury, including, but not limited to, motor vehicle crashes or any negligent acts or omissions of any trooper or employee of the Florida Highway Patrol, or the Department of Highway Safety and Motor Vehicles.

WHEREFORE, in consideration of the educational benefit to be received and the granting of the above request, I hereby agree to hold the Florida Department of Highway Safety and Motor Vehicles, and the Florida Highway Patrol, its troopers, officers or employees, HARMLESS for all liability to me for personal injury, death, or property damage sustained during the period of time I may be in the capacity of an observer, including damages or injuries resulting from any negligent acts or omissions of any trooper or employee of the Florida Highway Patrol, as aforesaid.

Observer's Name Typed/Printed: \_\_\_\_\_  
(First) middle (last)

Observer' Signature: \_\_\_\_\_

Observer's Age: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Witness to Observer's Signature: \_\_\_\_\_

Date Agreement Received: \_\_\_\_\_

At Florida Highway Patrol Station: \_\_\_\_\_  
(Troop/district)

Control #: \_\_\_\_\_

**OBSERVER APPLICATION**

\_\_\_\_\_  
(Date)

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
(First) (Middle) (Last)

Home Address: \_\_\_\_\_ County: \_\_\_\_\_  
(Street/route)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Work Address: \_\_\_\_\_ County: \_\_\_\_\_  
(Street/route)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone #: (\_\_\_\_) \_\_\_\_\_ Work Phone #: (\_\_\_\_) \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
(Month/day/year) (City/state)

Driver License #: \_\_\_\_\_ State: \_\_\_\_\_

Have you ever been arrested?  Yes  No

If yes, list charge(s), date(s), location(s), and disposition(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature of applicant)

**OFFICIAL USE ONLY**

**RECORDS CHECK**

Requested By: \_\_\_\_\_  
(Typed/printed name)

Performed By: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
(Typed/printed name)

FCIC: \_\_\_\_\_ Local: \_\_\_\_\_  
NCIC: \_\_\_\_\_ DHSMV: \_\_\_\_\_

**APPLICATION:**  **APPROVED**  **REJECTED**

If rejected, indicate reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature of supervisor)

ADDENDUM 17.11 - 2