

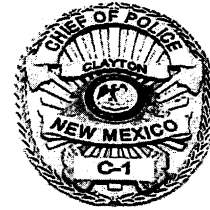


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## **VIII. PROCEDURES – MOBILE VIDEO/BCW POLICY**

### **General guidelines**

The mobile video/audio(MVE) (BWC)Body worn camera found in the patrol vehicles and carried by commissioned officers is intended to supplement reports and investigations and ultimately aid in prosecuting traffic and criminal related offenses as well as to improve officer performance through training and serve as evidence in complaints against officers.

Purpose of MVE and BWC include:

1. Documentation of events, actions, or statements made during arrests and critical incidents to enhance report preparation and investigation; and
2. Assisting the agency in reviewing field practices, especially legal requirements of probable cause, arrest, and searches and seizures.
3. Assist in determining the validity of complaints against an officers actions in any given situation.

### **B. Operational guidelines**

1. Officers' assigned vehicles with MVE and assigned BWC units shall be responsible for operating them according to the manufacturer's recommendations.

2. Before assuming duty, officers shall test their MVE and BWC units to ensure that all equipment is working. Problems or discrepancies shall be reported immediately to the supervisor.

3. Officers manually activate the MVE and BWC units. Officers may turn off MVE/BWC when performing non-enforcement activities. Officers shall be responsible for justifying why they turned off the MVE or BWC in any given situation.

4. Officer shall activate their MVE and/or BWC to record interviews with suspects, Victims, Witnesses along with field sobriety tests and traffic stops or in any other instance which will be useful for later judicial proceedings and/or as evidence. Such instances may include crime and accident scenes, the confiscation of evidence, or a verbal confrontation.

a. When the MVE or BWC units are activated, officers shall articulate reasonable suspicion or probable cause: this articulation shall continue through the entire video interaction.

b. Note that the officer has no obligation to inform a suspect that he or she is being video or audio recorded.

5. Video downloads shall be treated as evidence with all appropriate safeguards. Video footage must be stored for a minimum of 120 days.

6. Officers shall not alter, modify or delete recorded MVE/BWC footage.

7. Officers shall download their MVE/BWC footage onto the specific police department computers and shall only make copies if needed for court or a public records request has been made

#### C. Supervisory responsibilities

1. Supervisors shall ensure that officers follow established procedures for handling MVE and BWC equipment and Video.

2. At least monthly, supervisors shall randomly review video recordings to assess officer performance and to determine whether MVE and BWC equipment has been used properly.