

303 Body Worn Camera Systems

303.3 DEPARTMENT ISSUED BODY WORN CAMERA

BWC equipment is to be used primarily by uniformed personnel as authorized per assignment by the Department and must be used unless otherwise authorized by a Commander or above.

(a) The Chief of Police, Assistant Chiefs, and Commanders are exempt from wearing the BWC except when law enforcement action is foreseen or likely to occur, (e.g. working patrol duties, actively participating in a tactical operation or deployment).

(b) Employees assigned to a federal task force will adhere to the latest Department of Justice policies and the respective Memorandums of Understanding and Standard Operating Procedures established between the Department and sponsoring federal agency regarding the use of BWC equipment when conducting task force-specific investigations.

~~(b)~~(c) Employees equipped with a Department issued BWC system must be trained in the operation of the equipment prior to its use. BWC equipment will be used in accordance with Department training and the BWC operations manual.

~~(e)~~(d) Unless otherwise authorized by the Chief of Police or his/her designee, BWC's will be worn consistent with the training and manufacturer's recommendations, in regards to fields of view and employee safety. Employees will adhere to the following dimensions for placement of the BWC:

1. From the center of the sternum, no more than four inches to the right or left on the outermost layer of clothing such that the camera has an unobstructed view.
2. No higher than four inches below the top button of the uniform shirt and no lower than six inches below the top button of the uniform shirt.
3. Exemptions to the placement of the BWC in accordance with this order will be authorized by a Commander or above. Examples for exemptions may include, but are not limited to, SWAT, OCD, Executive Protection, and Mounted Patrol.

~~(d)~~(e) Employees shall ensure that their BWC equipment has adequate battery charge and storage space to complete their regular tour of duty.

1. Employees assigned to the units below are required to power on the device at the beginning of their tour of duty and not power the device off until the end of that tour of duty.

- (a) Patrol,
- (b) DTAC Patrol,
- (c) George District Representatives,
- (d) Mounted Patrol,
- (e) Court Services,
- (f) Park Patrol,
- (g) Lake Patrol,
- (h) Commercial Vehicles,
- (i) DWI,
- (j) Motors,
- (k) Metro Tac,
- (l) Patrol K9,

~~(m) Gangs,~~

~~(n) Criminal Interdiction.~~

2. Employees not assigned to the units above are not considered to be “first responders” and are therefore not required to power on their assigned Body Worn Camera at the beginning of their tour of duty. However, if at any time their duties and responsibilities require any type of field work where they could be called upon to take enforcement action, their device will be properly attached and powered on for the entirety of the time they are in that role.
3. Employees not engaged in a law enforcement action shall power the device off or remove it from their body when using a restroom, locker room, changing room, or any other location where the employee has an expectation of privacy. Immediately upon exiting such a facility or room, the employee shall ensure the BWC equipment is powered back on and appropriately placed according to this order.

~~(e)~~(f) Employees shall test the BWC equipment at the commencement of their tour of duty and shall categorize the video as '10-41'.

~~(f)~~(g) The BWC equipment test shall consist of employees recording the following:

1. Employee name;
2. Employee number; and
3. The current date and time.

~~(g)~~(h) Employees shall review the recording to verify the BWC microphone is operational, and the date and time is accurate.

~~(h)~~(i) Employees who discover an operational defect with the BWC system shall attempt to correct the system following the received training on the device (i.e., Reseating cables, Cycling the power, etc.). If the BWC is found to have a physical defect or malfunction:

1. Employees shall notify an on-duty supervisor, and write up the device for service describing the events leading up to the failure.
2. Employees shall notify their dispatcher to have a note added to their activity log that their BWC system has failed.
3. Employees shall notate on the device repair form if there is existing video which was unable to be uploaded because of the device's failure.
4. Employees shall complete a supplement to any report in which there is video on the defective camera that was unable to be uploaded to Evidence.com.

~~(i)~~(j) Employees shall not:

1. Bypass or attempt to override the equipment;
2. Erase, alter, or delete any recording produced by the BWC; or
3. Use any non-issued chargers, adapters, or cables with the BWC system.

303.3.1 WHEN DEPARTMENT ISSUED BWC SYSTEM USE IS REQUIRED

This section is not intended to describe every possible situation where the system may be used. In some circumstances it may not be possible to capture images of an incident due to conditions or location of the camera, however the audio portion can be valuable evidence and is subject to the same activation requirements. The BWC should only be activated for law enforcement purposes.

(a) All units responding to a scene shall activate their department issued BWC equipment when they:

1. Arrive on-scene to any call for service;
2. Have detained or arrested a person;

3. Are attempting to detain or arrest a person;
 4. By the nature of the call for service, are likely to detain or arrest a person; or
 5. Any consensual contact in which the employee or a citizen believes activation of the BWC would be in the best interest of the community.
- (b) Examples of when the department issued BWC system must be activated include, but are not limited to:
1. Traffic stops;
 2. Foot pursuits, until completion of enforcement action;
 3. DWI investigations including field sobriety tests;
 4. Warrant service, [including the execution of a search warrant for a vehicle or physical structure \(this includes the entire duration of the search\)](#);
 5. Investigatory stops; or
 6. Any contact that becomes adversarial in an incident that would not otherwise require recording.
 7. While interviewing an employee during a Response to Resistance review.
- (c) Employees that are issued a BWC shall utilize the BWC when engaging in Off-Duty LERE Overtime.
- (d) In addition to the required situations, employees may activate the system anytime they believe its use would be appropriate and/or valuable to document an incident.
- (e) There may be instances in which an employee is required to take immediate action in response to an event which may not allow time to activate their BWC. In those situations, it may be impractical or unreasonable for employees to activate their BWC system before taking police action. It is expected that once the immediacy of the situation is over, employees will activate their BWC system to record the remainder of the incident. Employees shall articulate the reasoning for the delayed activation of their BWC in an offense report, supplement, or other form of Department approved documentation.