



LARGO POLICE DEPARTMENT

DIRECTIVE



MOBILE IN-CAR VIDEO AUDIO RECORDING EQUIPMENT	EFFECTIVE DATE: SEPTEMBER 05, 2003	DIRECTIVE#41-9
ACCREDITATION REQUIREMENT: CALEA	SUPERSEDES DIRECTIVE: NEW	
STANDARD(S) # 41.3.8	REPORTING REQUIREMENT: NONE	

I INTRODUCTION

This directive establishes procedures for the use of mobile in-car video/audio recording equipment.

II POLICY

Mobile in-car video/audio recording equipment (MVR) will be used to capture evidence of impaired drivers, other traffic related offenses, and to support other appropriate investigative and enforcement efforts. The utilization of MVR assists in the identification of training needs, evaluation of officer performance, protection from false allegations of misconduct, and deterrence of misconduct. Only those personnel who have completed the agency's MVR training course may use this equipment.

III MOBILE IN-CAR VIDEO/AUDIO RECORDING EQUIPMENT UTILIZATION

- A Traffic Stops: MVR shall be used to capture the activities of traffic violators and their passengers, including hostile or aggressive behavior. When possible, MVR should be activated prior to the traffic stop to capture the illegal driving leading to the stop. If the MVR could not be started prior to calling in the stop, narrate the tag, description, and location. The MVR will be in operation throughout the stop. Prior to concluding the recording, narrate the violator's name, call number, and stop disposition including citation number when applicable. (41.3.8a)
- B DUI Investigations: MVR shall be started when an officer begins a potential DUI investigation. Potential DUI vehicle will not be followed longer than needed to establish reasonable suspicion for the stop. Indicators of impairment will be narrated for the tape. The MVR will be in operation for the duration of the stop including roadside sobriety tests. Actions taken outside of the camera's view, such as prisoner and vehicle searches, will be narrated. Prior to concluding the recording, narrate the violator's name, call number, and disposition. (41.3.8a)
- C Pursuits: MVR shall be activated when the officer is involved in a pursuit. The MVR will be in operation for the duration of the incident. (41.3.8a)
- D MVR may be used to record other areas of enforcement or investigation. Such uses include but are not limited to: (41.3.8a)
 - 1 Surveillance of suspected points of entry while conducting perimeter checks of buildings.

- 2 Recording fights and disturbances.
 - 3 Monitoring unruly prisoners and capturing prisoner conversations while being transported in police cruisers. Cameras swivel 180 degrees and there is no expectation to privacy.
 - 4 Emergency response situations.
- E MVR may be used to make training tapes by recording actual or simulated performance of recruits in the Field Training Program in the areas of traffic control, vehicle operation, traffic stops, and other duties. Such tapes will be used for immediate review and are not historical documentation of training. (41.3.8a)
- F Officers will immediately activate their wireless microphones as they approach a traffic violator or conduct a citizen contact.


IV TAPE ACCESS, SECURITY, AND RETENTION

- A Proper use, care, and security of MVR equipment is the responsibility of the officers assigned the vehicle. Prior to the start of each shift, officers will insure that the MVR is recording properly and is set to the correct day, date and time. Any problems with the MVR equipment will be reported immediately to the on-duty supervisor.
- 1 Officers will not attempt MVR repairs that require breaching the outer case of the unit.
 - 2 Repairs will be requested by completing the MVR Support Form and submitting same to the Traffic Enforcement Sergeant.
- B Only video tapes, batteries, and head cleaning tapes issued by the agency will be used in MVR equipment. Each officer will be issued four video tapes. A supply of blank video tapes, batteries, and tape cleaning heads is maintained in the Sergeant's Office. When new tapes are issued, the MVR Tape Log will be completed. (41.3.8b)
- C Tapes of Criminal Offenses.
- 1 Tapes used to record criminal offenses, will be removed from the MVR as soon as possible following the event and logged into evidence. Tapes will be properly labelled and packaged, and accompanied by a Property Report. These tapes are subject to the same chain of custody requirements as any other piece of evidence, and will be maintained until the conclusion of the trial and the expiration of any appeal periods. (41.3.8b&c)
 - 2 Original tapes will not be released to another criminal justice agency. A Hi 8 video recorder is available in the Traffic Enforcement Office for tape duplication. (41.3.8c)
 - 3 Tapes are subject to subpoena. Unless ordered by a court, only that portion of a tape showing the defendant's offense will be duplicated after payment of a \$10.00 duplication fee. (41.3.8b)
- D Tapes of Non-Criminal Events.
- 1 Multiple non-criminal events can be recorded on one tape over multiple shifts. Fully recorded tapes (4 hours) will be logged on the officer's MVR Tracking Log when the tape is placed into storage. Tapes removed for evidentiary purposes will be logged with the defendant's name and case number.
 - 2 The tape will be labelled with the officer's name and dates and times the tape was placed into and out of service. Tapes will be stored in the officer's MVR locker. Officers are responsible for the security of all assigned tapes. (41.3.8b)
 - 3 Tapes will be held for at least 30 days before re-use. Tapes that will potentially be needed for court may be held for longer periods. Prior to re-use tapes will be erased using equipment in the Traffic Enforcement Office.(41.3.8c)

- 4 When the officer's MVR Tracking Log is filled, it will be reviewed by his/her supervisor for accuracy and sent to Records for filing.

E Citizen Complaints.

- 1 The appropriate investigating authority will review MVR tapes showing incidents which have resulted in an allegation of misconduct against the officer(s). These tapes will be retained by the investigator until the conclusion of the case. (41.3.8c)
- 2 Citizens who have filed complaints may view the tape in the presence of the Shift Commander or designee after prior supervisory review. Tapes showing firearms discharged by officers or the serious injury or death of any person will not be shown to a complainant or their representatives without the approval of the Chief.
- 3 Any supervisor may seize a tape as evidence in the event of bodily harm or injury to any party of a video taped incident. (41.3.8b)



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