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Title: "Wearable Video Recorders"

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Summary:

This policy is from the Chesapeake, Virginia, Police Department. WVR's will be used to assist Department personnel in the performance of their duties by providing an accurate and unbiased recorded account of an incident. Additionally, to maximize effectiveness of the WVR and maintain integrity of evidence and related documentation, all personnel assigned the use of these devices will adhere to the procedures outlined within this policy.

Document Text:

Chesapeake Police Department

Directive: Policy & Procedure

Number: 2.2.5

Subject: Wearable Video Recorders

Revised Date: 04/15/11

Reference:

Reviewing Authority: Wilfredo Bonilla, Jr., City Attorney

Issuing Authority: Kelvin L. Wright, Chief of Police

Effective Date: 04/15/11

I. PURPOSE

The purpose of this policy is to set forth guidelines for the use, management, storage, and retrieval of audio-visual media recorded by wearable video recorders (WVR's).

II. POLICY

WVR's will be used to assist Department personnel in the performance of their duties by providing an accurate and unbiased recorded account of an incident. Additionally, to maximize effectiveness of the WVR and maintain integrity of evidence and related documentation, all personnel assigned the use of these devices will adhere to the procedures outlined within this policy.

III. CONFIDENTIALITY

All recording media, images, and audio are property of the Chesapeake Police Department and will not be copied, released, or disseminated in any form or manner outside the parameters of this policy without the expressed written consent of the Chief of Police. Under no circumstances will any member of the Chesapeake Police Department make a personal copy of any recorded event without prior written permission of the Chief of Police.

IV. PROCEDURE

A. Equipment

Department issued WVR's are intended for official Departmental use only and are not to be used for frivolous or personal activities. Intentional misuse or abuse of the units will result in disciplinary action.

1. Officers will use only those WVR's issued and approved by the Department. The wearing of personal video recorders is not authorized.

2. WVR's will be assigned to each precinct with Precinct Commanders being responsible for assignment to individual officers.
 - a. Precinct Commanders may assign WVR's to individual officers as deemed appropriate, however all WVR's within a precinct's control should be utilized.
 - b. The issuance of each WVR will be documented and maintained at the precinct level.
 - c. WVR's will not be rotated at shift change and will remain the responsibility of each assigned officer.
3. WVR's will be considered issued equipment until relinquished at the direction of the Precinct Commander.

B. Officer Responsibility

1. Prior to beginning a shift, officers assigned a WVR will ensure its readiness by conducting an operational inspection.
 - a. Any problems preventing the use of the unit during the shift will be reported to the immediate supervisor.
 - b. Problems that cannot be remedied will be reported to the Uniform & Equipment Sergeant.
2. Officers will activate the unit to record during each citizen encounter related to a call for service, enforcement action, traffic stop, and/or police service. Additionally, tactical activities such as, building searches, searches for suspects, and building checks at alarms will be recorded.
3. Officers will download video to the server upon indication that the device is nearing capacity. Flag or bookmark any video related to a criminal or traffic case, or that may be useful to the Department for training purposes.
4. When video footage is captured involving any part of an arrest, the letters "WVR" will be typed in all capital letters at the end of the report to signify to the Commonwealth's Attorney that video is available for the case.

NOTE: Prior to court, arrest videos will be placed into evidence and will remain as a part of the case file until destroyed in accordance with the guidelines set forth by the Library of Virginia.

C. Supervisor Responsibility

1. It is incumbent on supervisors to ensure officers utilize WVR's according to policy guidelines.
2. Supervisors will conduct random weekly reviews of selected recordings in order to assess officer performance as well as flag videos that may be appropriate for training purposes.
3. If a complaint is associated with a recorded event, or an officer believes an incident may generate a complaint, the supervisor will flag the video for indefinite retention.

D. Video Evidence

Videos needed for evidence in court must be requested through the Department's Photographer.

E. Video Purge

In compliance with the Library of Virginia Records Retention Schedule, video will be automatically purged from the server no later than twelve (12) months from the date of download. The only exception will be that video which has been flagged for indefinite retention.

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