5-09/550.20 - Rules Applicable to All Capture, Access, and Use of ALPRs Data

Automated License Plate Recognition (ALPR) data shall only be used for legitimate authorized purposes related to law enforcement, criminal justice, and public safety functions of the Department.

ALPRs shall only be used by members who have been trained in the use of the ALPR.

ALPR data shall only be accessed for appropriate, job-related functions. Data shall not be used for any non-work-related purpose and all users shall take into consideration the privacy, civil rights, and civil liberties of individuals.

ALPR data shall only be accessed by Department personnel who have been authorized to access the data by their unit commander.

ALPR data, whether fixed, mobile, or portable, will be uploaded to the Department's physical and/or hosted ALPR servers and will be managed by the Advanced Surveillance and Protection Unit (ASAP).

If there is enforcement action, an investigation and/or prosecution that results from ALPR data, the ASAP unit shall be notified so that the original information can be preserved and a copy can be kept and held by the investigator.