

## 3-10/115.00 - Video Review and Advisement

The accuracy of reports, Department member statements, and other official documentation is essential for the proper administration of justice and complying with the Department's obligation to maintain full and complete records of enforcement and investigative activities. Investigators, supervisors, prosecutors, and other officials rely on complete and accurate records to perform their essential duties and responsibilities. Department members may review recordings prior to documenting an enforcement or investigative activity to ensure their reports, statements, and documentation are as accurate and complete as possible (Department members who use force in a Custody Services Division setting shall follow the Custody Division Manual section 7-07/000.00, Use of Force Review Procedures, regarding viewing of recordings).

If a Department member does not review recordings before submitting a report or memorandum, the member must document that fact in their report or memorandum.

The following shall apply for Category 3 Use of Force Incidents:

- Department members involved in or witnessing known Category 3 use of force incidents, including deputy-involved shootings, shall not view any recordings until authorized by the handling Internal Affairs Bureau (IAB) lieutenant or, in cases where IAB does not handle the matter, the handling Homicide Bureau lieutenant or watch commander;
- Once authorized, the Department member shall have a right to review recording, as deemed appropriate by the assigned lieutenant, prior to being interviewed;
- A Department member may have an employee representative present during the review of recordings without any investigator or supervisor present; and
- The separation and monitoring of Department members involved in a shooting shall be maintained during the review of recordings and such review shall not occur jointly among involved members.

Prior to reviewing any video recording, Department members shall read the following advisement:

### VIDEO ADVISEMENT

*You are about to view a video recording. It is important to understand that while this recording depicts visual information from the scene, the human eye and brain could perceive some things in stressful situations differently than a camera records them, so this photographic record may not reflect how the involved personnel actually perceived the event.*

*The recording may depict things that personnel did not see or hear. Personnel may have seen or heard things that were not recorded by the camera. Depending on the speed of the camera, some action elements may not have been recorded or may have happened faster than personnel could perceive and absorb them. The camera has captured a 2-dimensional image, which may be different from a person's 3-dimensional observations. Lighting and angles may also have contributed to different perceptions.*

*This recording is being shown in order to facilitate recollection of the incident. Video images are only one piece of evidence to be considered in reconstructing and evaluating the totality of the circumstances. Some elements may require further exploration and explanation before the investigation is concluded.*