

BODY WORN CAMERAS (BWC)

PURPOSE

The Brisbane Police Department provides members with access to Body Worn Cameras (BWC's) for use during the performance of their duties. The use of recorders is intended to enhance the mission of the Department by accurately capturing contacts between members of the Department and the public.

WHO IS AUTHORIZED TO COLLECT OR ACCESS THE DATA?

Police department employees authorized by the Chief of Police are the only people authorized to collect and view BWC data. This may include Patrol Officers, Detectives, Community Service Officers and Code Enforcement Officers.

HOW IS THE SYSTEM MONITORED TO ENSURE THE DATA IS SECURE?

All data will be closely safeguarded and protected by both procedural and technological means. Computer systems operated by the Brisbane Police Department are part of a secure County Wide network called "LawNet." This system meets or exceeds the standards set forth by the Department of Justice for the security and transmission of law enforcement data.

As such, the Brisbane Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- All data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).
- Members approved to access data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- System audits should be conducted on a regular basis.

For security or data breaches, see the Records Release and Maintenance Policy.

WHO OWNS THE SURVEILLANCE TECHNOLOGY?

Equipment and Data obtained by ALPR, BWC and MAV are owned by the Brisbane Police Department. All recordings made by members on any department-issued device at any time, and any recording made while acting in an official capacity for this department, regardless of ownership of the device it was made on, shall remain the property of the Department. Members shall have no expectation of privacy or ownership interest in the content of these recordings.

The City of Brisbane also employs the use of video surveillance to enhance security at city facilities. These systems and the data it generates are owned and operated by the City of Brisbane.

WHAT MEASURES WERE TAKEN TO ENSURE ACCURACY?

Videos are stored in an Evidence Library that adheres to strict evidentiary standards. Any attempt to delete, destroy or otherwise alter a file is documented ensuring that the videos remain as they were when originally recorded.

HOW LONG WILL THE DATA BE RETAINED?

The minimum that a video/audio file must be retained is 2 years (Penal Code 832.18) and in accordance with the established records retention schedule. Thereafter, video data will be

purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records.