



**Maryland-National Capital Park Police  
Prince George's County Division**



**DIVISION DIRECTIVE**

TITLE <b>IN-CAR VIDEO CAMERA</b>			PROCEDURE NUMBER <b>PG1715.0</b>
SECTION <b>Uniform and Equipment</b>	DISTRIBUTION <b>A</b>	EFFECTIVE DATE <b>06/01/17</b>	REVIEW DATE <b>05/01/21</b>
REPLACES <b>PG1715.0 "In-Car Video Camera", issued 07/01/04</b>			
RELATED DIRECTIVES	REFERENCES <b>CALEA 41</b>	AUTHORITY  <i>S.R. Johnson</i> <b>Chief Stanley R. Johnson</b>	

**I. POLICY**

The policy of this Division is to install the in-car video camera in every uniformed police cruiser to record traffic stops and other incidents intended to enhance officer safety, self-awareness, training and to provide an additional method of collecting evidence to prosecute violators.

**II. PROCEDURE**

The in-car video camera system is not intended to be used as a disciplinary tool against officers for minor infringements of policies or procedures. However, when cases of misconduct and/or repetitive negative behavior are brought to the attention of the department by complaint, the video may be used in work performance counseling or disciplinary actions. Further, when supervisory perusal of the video reflects misconduct or negative behavior in violation of Division Directive PG1500.0 –“Law Enforcement Officers’ Bill of Rights”, Disciplinary Recommendation Guide, Appendix L, then the video become the basis of, and used in, work performance counseling and disciplinary actions. Supervisors are not to review video footage for the sole purpose of seeking out infractions of an officer.

The video recording is automatically activated whenever:

- Emergency lights are activated
- Siren is activated
- Remote microphone transmitter is activated
- Manual activation in the vehicle

## **IN-CAR VIDEO CAMERA PG1715.0**

~~Numbered tapes will be installed or removed from the recording unit only by the Squad Supervisor, his/her designee or the Operations Duty Officer (ODO).~~

All Field Training Officers will utilize the in-car video camera cruisers, throughout the field training period as a tool to enhance the training and evaluation process.

### **III. RESPONSIBILITIES**

#### **A. Officer Responsibility:**

1. Each officer operating a cruiser equipped with in-car video shall:
  - a. Inspect the equipment to ensure the recording device is operational at the beginning of the shift. A test consisting of a voice log-in and day/time announcement should be made.
  - b. Report damaged or inoperable equipment immediately to the squad supervisor.
  - c. Ensure that the system is on at the beginning of their shift and remains on. The system will be deactivated only when the vehicle operator is out of service; i.e.-meal periods, court, personal breaks, report writing.
  - d. ~~Activate the system and give a verbal narrative describing the actions of the subject once they believe they may be stopping the vehicle or approaching an individual or group.~~
  - e. Once activated during an incident, the officer shall continue to record the incident through completion, to include arrestee transports.
  - f. Inform citizens, in a timely manner, that they are being audio and video taped. Officers will make a reasonable attempt to ensure citizen notifications are recorded. Officers do not have to obtain permission of citizens to initiate or continue audio and video taping.
  - g. All videos recorded by the in-car camera will be uploaded and classified. All recorded arrests, or other incident's, that an officer feels may be of evidentiary value shall be classified as evidence. Upon the request of the State's Attorneys Office, a copy of the video footage will be made and forwarded to that office by Staff Services.
  - h. Officers may review recordings during their tour of duty by utilizing the playback feature of the system.

#### **B. Supervisor Responsibility:**

1. Shift Supervisors shall ensure:
  - a. The video recording system is used properly by their personnel.

**IN-CAR VIDEO CAMERA  
PG1715.0**

- C. Reviewing in car video footage:
1. Shift Supervisors will occasionally review the video footage to ensure that officers are properly using the system. They will offer constructive criticism to both improve the quality of enforcement techniques and aid in improving officer safety.
  2. If a supervisor feels that video may be useful as a training tool, they will notify Support Operations via the chain of command. No video footage will be used for training purposes while the case is being litigated.
  3. All requests, to review video footage, by civilian personnel or outside agencies, shall be submitted in writing to the Park Police Division Chief.
  5. Downloading of video footage shall only be done by Support Operations personnel.

**End of Document**