

Automated License Plate Readers (ALPRs)

426.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

426.2 POLICY

The policy of the Warsaw Police Department is to utilize ALPR technology to capture digital license plate data and images, which are securely hosted via a cloud service provider, while recognizing the established privacy rights of the public. All images downloaded from the provider must follow the digital evidence procedure set forth by the department's established protocol.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

426.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Warsaw Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Operations Captain, Detective Division Captain and/or Detective Division Lieutenant. The Detective Division Captain will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

426.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) An ALPR shall only be used for official law enforcement business.
- (b) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (c) No ALPR operator may access confidential department, state or federal data unless authorized to do so.
- (d) If practicable, the officer should verify an ALPR response through the appropriate official law enforcement database before taking enforcement action that is based solely on an ALPR alert.
- (e) An ALPR may be used in conjunction with patrol operations or criminal investigations.