



Community Support Program Wide-area Imagery System PRIVACY PROTECTION POLICY

The PSS Community Support Program utilizes a Wide-Area Imagery System for the purpose of supporting community organizations including law enforcement in creating a safer environment for all those who live, work, and visit the supported city. This policy explains the purpose of the acceptable use of this technology and provides guidelines for acceptable use, operation, analysis, and for the storage of captured images.

DEFINITIONS

Wide-Area Imagery Systems - Wide-Area Imagery System Sensors are an optical camera assembly that can provide continuous, second-by-second pseudo-video monitoring of a city-sized area via a manned small fixed wing aircraft platform.

Part I Crimes - The Federal Bureau of Investigation (FBI) designates certain crimes as Part I or index offenses because it considers them to be the major crimes plaguing society in the United States: Murder, Rape, Robbery, Aggravated assault, Burglary, Larceny-theft, Motor vehicle theft, and Arson.

Major Events – For the purposes of this operating policy, major events will be interpreted as any event where a large gathering of individuals may congregate and there is suspected illegal and/or dangerous activity.

Weather Emergencies – Large scale damage or power outages due to weather related events.

Natural Disaster Response – Coordination of emergency services to aid the populace in the event of a natural disaster.

Large Scale Disturbances – Rioting, civil unrest, violent strikes, etc.

Illegal Dumping – Large scale disposal of waste in public right-of-way.

I. Purpose

PSS Wide-Area Imagery System (WAIS) can be used for general deterrence of targeted crimes; disrupting identified crime patterns; safeguarding against potential threats to the public; management of emergency response situations during natural and man-made disasters; and other uses of similar nature.

II. Wide-Area Imagery Systems

The wide-area imagery system will only be utilized to view areas within the public right-of-way and/or public view. The current system has the ability to operate uninterrupted for four to five hours without the aircraft having to land for fuel. The sensor technology on the airplane has the capability of viewing up to a 25 square mile radius depending upon the altitude of the aircraft. The images captured by the sensor technology have the ability to be viewed nearly in real-time leveraging a secure data down-link system. While images cannot identify specific persons, they can provide significant leads to investigators (See Appendix B).

III. Acceptable Uses of PSS WAIS Imagery and Analysis

The Community Support Program is used to support a wide range of activities. Below are some examples of acceptable uses of the wide area imagery collected as part of the Community Support Program effort.

- To support the investigation of reported Part I & II Crimes (murder, rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson.)
- To support the investigation of drug related manufacturing and distribution related crimes,

- To support investigation of significant community and victim reported crimes,
- To support the management and execution of major events,
- To assist civil authorities during weather emergencies or natural disaster response,
- To support civil organization during large scale disturbances,
- To support approved law enforcement tactical operations,
- To assist in the investigation of illegal dumping.

During active WAIS operations dispatch information, to include citizen generated calls for service, will be monitored and evaluated to see if the use of this technology would assist in the apprehension or case solvability of an active incident.

IV. Prohibited Activity

The use of WAIS will be conducted in a professional, ethical and legal manner. WAIS will not be used to invade the privacy of individuals, to look into private areas or areas where the reasonable expectation of privacy exists. All reasonable efforts will be taken to protect these rights. WAIS technology shall not be used to track individuals arbitrarily or based on race, gender, ethnicity, sexual orientation, disability or other classifications protected by law.

V. Training

Personnel involved directly with the use of WAIS technology shall be appropriately trained and supervised. Training shall include the review of this policy.

VI. Media Storage

All media will be stored in a secure area with access restricted to authorized persons. Recordings not otherwise needed for criminal evidence or for official reasons are retained for a period of 45 days and then destroyed.

VII. Review and Release of Video Images and related Data

The review or the release of video images and analytical data (to non-law enforcement personnel) shall be done only with the authorization of the Director and Chief of Police or their designee and only with an approved public records request. Any recordings or analytical data needed for a criminal investigation or other official reason shall be collected and stored in an appropriate and secure manner and submitted into evidence in accordance with customer determined evidence procedures. An audit trail shall be maintained to record all access to the video images and analytical data and may be used to detect inappropriate or unauthorized use.

VIII. Policy Violations

Unauthorized access to the WAIS recorded imagery, misuse of the imagery, unauthorized reproduction of the imagery, or unauthorized distribution of imagery will result in an Administrative Investigation. The Director and Chief of Police or their designee shall authorize access to the system.

Signature By signing below, you acknowledge receipt of the policies as listed above. You further acknowledge that you have read, understand, and accept each policy in its entirety. You also acknowledge that you will abide by the policies detailed above have and will report any violations to the policy.

This Signature Authorization Form will become part of your employee record.

_____ / ____ / _____ Signature Date

_____ Printed name