ALLEGHENY COUNTY POLICE DEPARTMENT

Rules, Regulations, Policies and Procedures

General Order Number:	Date of Issue:	Effective Date:	Review Date:
166	October 31, 2023	October 31, 2023	
Subject: **SMALL UNMANNED AIRCRAFT SYSTEMS**		Distribution: All Personnel	Amends: **166 (rev 9-22)**
Reference:			Rescinds:
AUTHORIZATION:  **Christopher Kearns, Superintendent**			

I. POLICY

It is the policy of the Allegheny County Police that qualified officers may operate Small Unmanned Aircraft Systems (SUAS) to support the mission of the Allegheny County Police when appropriate.

II. PURPOSE

The purpose of this policy is to outline the procedures to be used by members of this department utilizing Small Unmanned Aircraft Systems (SUAS).

III. PROCEDURES

A. Qualifications to Operate SUAS

1. Officers **must** have successfully obtained a remote pilot certificate with a small UAS rating from the United States Federal Aviation Administration to operate a SUAS at the discretion of the Superintendent of Police or his/her designee.

2. Officers shall conduct SUAS operations in accordance with Title 14 of the Code of Federal Regulations (14 CFR) Part 107 relating to small unmanned aircraft systems, all applicable Pennsylvania law and regulations and Allegheny County Police standard operating guidelines.

3. The pilot in command of an aircraft is directly responsible for and is the final authority as to the operation of that aircraft.

B. Equipment

1. All SUAS owned and controlled by the Allegheny County Police must be registered with the FAA prior to operating under Part 107.

2. Only equipment authorized by the Allegheny County Police Department will be utilized during flight operations.

3. **The Department's SUAS are not currently integrated with other technology such as facial recognition software, ALPR, etc. To the extent the capability to integrate with such technology develops, ACPD will adhere to all laws, regulations, policies, and procedures related thereto.**

C. Callout Procedures

1. All flight operations for SUAS operations during normal business hours will be approved by **an** Inspector **or above**. Emergency and exigent situations such as SWAT/EOD details may be approved by the Allegheny County Police on-scene commander.

2. After hours requests including weekends and holidays will be made to the Allegheny County Police Duty Officer via Allegheny County Communications.

3. Consideration will be given as to conditions being suitable for flight operations. If suitable, appropriate resources will be deployed at the direction of the approving Inspector.

4. Operators will continuously monitor weather and safety conditions for the suitability of SUAS operations and will immediately terminate operations when unsafe conditions exist.

5. Upon completion or termination of a SUAS operation, operators will communicate the results through their chain-of-command.

D. Approved SUAS Mission and Operating Usages

1. SUAS shall be deployed and used only to support official law enforcement and public safety missions.

2. All flights will be documented in the Allegheny County Police records management system. Documentation will include: the reason for the flight; time, date, and location; a summary of related activities, **and any indication of electronic recordings being made**

or not made during operations; unless disclosure of any of this information will compromise the integrity of an ongoing police investigation **Documentation will also include the preservation of detailed flight logs.**

3. Consideration will be made as to the reasonableness of the flight operation and whether an individual's privacy rights would be encroached upon/ disturbed to an extent that would require the application for a search warrant before proceeding.

E. Retention and Dissemination

1. The contents of all recordings, data, images, and all metadata recorded or otherwise produced are considered confidential proprietary departmental information, and as such are the property of and intended for departmental use only. They are not available for inspection, review or viewing by the public.

2. Generally, copies of all media will not be duplicated, viewed or disseminated outside of the department absent a valid court order, or a valid request pursuant to applicable law.

3. Supervisors will digitally share video evidence with the Allegheny County District Attorney's Office for pre-trial discovery purposes in a criminal prosecution.

4. When a SUAC is directly utilized to assist another Criminal Justice Agency in that agency's operation, copies of those specific recordings may be provided to that specific Criminal Justice Agency.

5. With the approval of the Superintendent of Police, copies of the media may be made available to another Criminal Justice Agency. Any costs of duplication will be the responsibility of the requesting agency, unless waived by the Superintendent of Police.

4. Copies of recordings may be provided to defendants through the discovery process, at their own expense. The department shall set a reasonable fee for duplication of media, to include all associated costs.

5. Solely with the approval of the Superintendent of Police, recordings or specific portions of recordings may be released to the public under limited circumstances for the purpose of aiding in investigations.

6. Members seeking to view and/or use electronic recordings for training purposes must submit a request to the Superintendent of Police for approval.

7. **Once submitted for storage, all recording media will be labeled and stored in a designated secure area, secure electronic storage system, or evidence.com. All recording media that is not logged as evidence, preserved pursuant to an official investigation, or retained for department training purposes as stated above will be retained for a minimum of 75 days after the date of the recording, and shall be erased, destroyed or recycled no later than 120 days after the date of the recording.**