



Policy 825

Subject

TRANSPORT VEHICLE CAMERA (TVC) SYSTEM

Date Published

31 August 2020

Page

1 of 3

By Order of the Police Commissioner

POLICY

Safety. The Baltimore Police Department (BPD) equips designated transport vehicles with a transport vehicle camera (TVC) system to monitor the interior of the prisoner holding area. These cameras allow the transporting officer to monitor the actions and well-being of persons being transported in real time.

Accountability and Evidence Collection. These cameras record the activity within the prisoner holding area, thereby promoting transparency, professionalism, and accountability by documenting BPD interactions with persons in custody. The cameras also serve as useful tools for recording evidence.

GENERAL

1. The TVC system records video data from three cameras mounted inside of the prisoner holding area and one external camera focused on the rear entry step to a DVR located inside of the transport vehicle.
2. Recording begins when the ignition is turned on, and ends at the completion of the buffer cycle after the ignition is turned off.
3. Data is uploaded from the DVR to a secure storage repository for access when necessary.
4. TVC data is subject to the rules of discovery.
5. Any member may access TVC data.
6. Retrieval requests for TVC data shall be forwarded to the Body Worn Camera (BWC) Unit.
7. TVC data shall be retained for a minimum period of four years.

REQUIRED ACTION

Transport Vehicle Operator

8. Conduct a function check to ensure the TVC is operating properly.
9. Note any malfunction or damage to the TVC by contacting the dispatcher for notation in CAD and report this to your first-line supervisor.

10. Ensure the vehicle ignition is turned on and the TVC is recording whenever a subject is inside of a transport vehicle.
11. “Mark” video data when an individual in custody enters the prisoner holding area of the vehicle.
12. “Mark” video data when an individual in custody exits the prisoner holding area of the vehicle.
13. Advise the arresting officer of any activity captured on the TVC system which may be useful for investigation/prosecution purposes.
14. Transport all individuals as directed by Policy 1114, *Persons In Police Custody*.
15. Notify ITS to schedule a TVC/DVR download any time the TVC/DVR data storage reaches 80% of capacity.

Supervisor

16. Forward reports of malfunctioning or damaged TVC equipment to your commanding officer.
17. When investigating any complaint where TVC data may be relevant:
 - 17.1. Remove the DVR from the transport vehicle.
 - 17.2. Respond to ITS to have the TVC data downloaded.
 - 17.3. Review the TVC data and investigate accordingly.

District Administrative Sergeant / Lieutenant

18. Inspect all TVC systems weekly for functionality.
19. Ensure all TVC equipped vehicles are transported to the Information Technology Section (ITS) located in the Headquarters building every Monday between the hours of 1000 – 1400 hours to have the TVC/DVR inspected and downloaded.
20. Facilitate the repair/replacement of any TVC equipment with Central Garage on Biddle Street.

Body Worn Camera (BWC) Unit

21. Manage the storage of TVC data.
22. Process requests for TVC data.
23. Assist members in accessing TVC data.

RESCISSION

Remove and destroy/recycle Policy 825, *Transport Vehicle Camera (TVC) System* dated 1 August 2016.

COMMUNICATION OF POLICY

This Policy is effective on the date listed herein. Each employee is responsible for complying with the contents of this policy.