

GEORGIA DEPARTMENT OF CORRECTIONS

LICENSE PLATE READER SYSTEM ACKNOWLEDGEMENT FORM

EMPLOYEE / AUTHORIZED USER INFORMATION

Name

Employee ID / Badge Number

Job Title / Position

Facility / Unit / Division

ACKNOWLEDGEMENT AND CONDITIONS OF USE

By signing this form, I acknowledge and agree that:

- 1. Authorized Use.** I will access and use License Plate Reader Systems only for legitimate, authorized GDC business and only as necessary to perform my assigned duties.
- 2. Compliance.** I will comply with applicable laws, GDC policies and procedures, access restrictions, training requirements, and instructions governing the use of License Plate Reader Systems and information obtained through them.
- 3. Confidentiality and Security.** I will protect system credentials and investigative information from unauthorized access, disclosure, alteration, or use. I will not share my account or credentials with another person.
- 4. Prohibited Misuse.** I will not use License Plate Reader Systems for personal reasons, curiosity, unauthorized surveillance, harassment, retaliation, private gain, or any purpose unrelated to authorized GDC duties.
- 5. Monitoring and Accountability.** I understand that access, searches, queries, and other system activity may be logged, reviewed, audited, or investigated to verify lawful and appropriate use.
- 6. Reporting.** I will promptly report suspected misuse, unauthorized access or disclosure, credential compromise, or other security concerns through the appropriate GDC reporting channel.
- 7. Adverse Action/Criminal Action.** I understand that misuse of License Plate Reader Systems may result in Adverse Action, up to and including termination, and/or possible criminal prosecution, consistent with GDC policy and applicable law.

I certify that I have read and understand this acknowledgement. I understand that authorization to use License Plate Reader Systems is conditioned on appropriate use and continued compliance with GDC requirements.

CERTIFICATION

Employee / Authorized User Signature

Date

License Plate Reader Systems Administrator Signature

Date