
IN-CAR CAMERAS

General: In-car cameras should be installed, operated, and maintained in Arkansas State Police patrol units in accordance with the following requirements. For purposes of this policy, “in-car cameras” include both video and digital recording cameras.

Installation: The in-car cameras should be installed in a manner that provides unobstructed views.

The in-car camera unit, including its sound recording capabilities, should be wired so that the unit is activated automatically when the emergency lights are turned on or when the speed of the unit exceeds 99 miles per hour.

Operation: The officer should ensure that the in-car camera unit, including audio recording, is activated on all events. “Events” include, but are not limited to, stops, vehicle searches, pursuits, arrests, or when the car exceeds 99 miles per hour. During the course of an event or activation of the camera, all non-law enforcement audio devices should be turned off. This will include all commercial sound systems, including but not limited to, AM/FM radios, satellite radios, CD players, MP-3 players, etc.

The in-car digital camera unit should be set to provide pre-event recording.

The officer should position his/her patrol unit in a manner that provides the in-car camera unit with an unobstructed view of the vehicle or other subject of the stop, search or arrest.

The officer should carry the wireless microphone on his/her person in a manner where the microphone is capable of receiving all conversation taking place between the officer(s) and the person(s) who are the subject(s) of the event. The officer’s interaction with persons/vehicles should be conducted within view and range of the in-car camera unit.

Officer safety takes priority over in-car camera operations.

Cameras and microphones shall not be turned off with the purpose of avoiding the recording of an event or for any other improper purpose. The intentional turning off of the cameras and/or microphones during an event is cause for disciplinary action. The officer may turn the unit off if doing so will not defeat the purpose of collecting any evidentiary information.

Officer’s shall not alter, erase, modify, or tamper with any recording or pre-set administrative settings.

Interchanging of image storage devices on any camera system is not permitted.



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It is the officer's responsibility to monitor the recording capacity of each image storage device. The officer should download digital data as directed by a supervisor or when near capacity. All digital data should be downloaded at least once every two weeks.

To reduce the risk of damage, original recordings from memory storage devices should only be viewed in equipment authorized by the department.

Significant Incidents: An officer involved in a significant incident, such as but not limited to, a pursuit, shooting, crash, or use of force, shall immediately remove the recording or storage device and turn it over to their immediate or on-duty supervisor. If the officer is incapacitated or unable to retrieve the recording or storage device, the supervisor is responsible for the immediate retrieval of the recording or storage device. Copies shall not be made of the event without supervisory approval.

Release of Recordings: Until investigations are complete, recordings of law enforcement actions are evidence. These recordings are not to be released to, or viewed by, anyone other than authorized agency personnel that are involved in or investigating the incident or by officers of the court upon order.

Use: Recordings should only be used for official business. Possession does not authorize personal use of ASP recordings. Personal use includes, but is not limited to, e-mailing, sharing or duplicating, or posting recordings to websites for non-official purposes. Officers are prohibited from duplicating any recordings outside the scope of policy unless so directed by a Commander or as directed by a court.

Maintenance: The officer should ensure the functionality of the in-car camera system (including all video and audio equipment) at the beginning of each shift. Officers should conduct a test to ensure that the wireless microphone is synced with the camera and is functioning properly by making a test video. The test video should be audibly and visually reviewed to verify the proper functionality of the system. Test videos should be classified as non events.

Upon detection of any malfunction of the unit, the officer should promptly report the malfunction to the duty supervisor and Troop telecommunications center for the purpose of logging the specific problem. The supervisor should schedule all repairs as soon as practical.



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Classification/Retention: If a digital hard-drive recorder is used, recordings should be classified at the conclusion of the event and retained, unless there is litigation or notice of pending litigation, as follows:

- Traffic-1 year
- DWI/DUI-4 years
- Pursuit-4 years
- Criminal Arrest-4 years
- Accident-1 year
- Non-Event-1 year

Cataloging/Retention: For other systems, upon replacing the video tape or digital media, the officer shall catalog with the officer's name, unit number, dates, and times of the beginning and ending of the recording.

The original tapes or downloaded images should be securely maintained at either Troop headquarters or by the officer until the case is adjudicated. Once the case is adjudicated, the tape/digital recording shall be transferred to Troop headquarters to be cataloged and stored. All cataloged recordings should be retained for a period of at least four (4) years after final adjudication.

Troop Review of Recordings: A minimum of three (3) events of each officer, either live view or recordings, should be reviewed by the immediate supervisor each month for the purposes of ensuring compliance with policy, procedures, training tactics, and ensuring that test videos are being performed on digital hard-drive recorders. Minor infractions discovered during a routine review should be used to assist the supervisor with counseling, performance evaluation and/or training. If an infraction that could result in disciplinary action is discovered, the Commander should report it to the Division Commander for review and appropriate action.

