

MIAMI-DADE POLICE DEPARTMENT ON-OFFICER AUDIO AND VIDEO TAPING

I. GENERAL:

A pilot program is being initiated by the Department to voluntarily assign sworn officers with an on-officer audio/video recording system known as the Taser AXON (AXON). The system will be used to document various events, and at the end of the user's shift the captured data will be preserved in a web-based digital storage facility, Evidence.com. Once captured, these recordings cannot be altered in any way and are protected with multiple layers of encryption. These policies and procedures apply to all employees involved in the AXON pilot project.

II. DEFINITIONS:

A. User's:

1. System Administrator – Evidence.com system administrator with full access to user rights who assigns and tracks equipment, controls passwords, is responsible for quality checks of video and sound quality, coordinates with unit Station Control Officer, and acts as liaison with Taser AXON representatives during the pilot program.
2. Station Control Officer – Unit, bureau or district administrative officer or station control officer who maintains the Evidence Transfer Manager, and oversees needed repairs or replacement equipment through Taser AXON representatives during the pilot program.
3. End User – AXON user with individual account access rights to Evidence.com.
4. Access User – Users with full access to information on Evidence.com, such as Command Staff personnel, but do not record any data.

B. Equipment:

1. HeadCam – Audio and color video/ low light infrared camera mounted on a fitted head bracket. The HeadCam can also be mounted through various other accessories, such as glasses hats, or helmets
2. Communications Hub (COM HUB) – Connects the HeadCam to the AXON Tactical Computer (ATC). The COM HUB is mounted on the shirt and consists of: a push-to-talk button (future capabilities will integrate radio communications); a single “EVENT” button used to initiate event recording; user controls for the ATC; and a “PRIVACY” button used to suspend all audio/video recording capabilities.

3. AXON Tactical Computer (ATC) – The ATC connects to the COM HUB and is mounted on the belt, in a holster, or in pockets of specially made shirts. It is a computer with a 4.3 inch touch screen display. The ATC manages the video compression and storage, and is capable of playback. The rechargeable battery lasts for up to ten (10) hours. Once plugged into the docking station, the ATC will upload digitally encrypted data through the Evidence Transfer Manager to Evidence.com.
4. Evidence Transfer Manager (ETM) – The ETM is a docking station that simultaneously recharges the ATC and uploads all data captured from the officer's point of view during his or her shift to Evidence.com. The ETM ensures that evidence handling is secured and is not altered.
5. Evidence.com – Online web-based digital media storage facility accessed at www.evidence.com. The virtual warehouse stores digitally encrypted data (photographs, audio and video recordings) in a highly secure environment accessible to personnel based upon a security clearance.

C. Modes of Operation:

1. Normal (Buffering) Mode – The AXON continuously loops video recording for up to 120 seconds (actual loop time for our Department to be established as 30 seconds). Records video only (no audio) while buffering.
2. Event Mode – In the Event Mode the ATC saves the buffered video, and continues recording audio and video for up to eight (8) hours. Continuously pressing the Event button turns the recording off and on, and also places markers on the media segment for later viewing in Evidence.com.
3. Privacy Mode – Activating the privacy button places the audio and video in a sleep mode. The audio and video are not recording in this mode. A green “P” light will be displayed on the COM HUB, alerting others to the Privacy Mode status. Additionally, an audible alert will advise the user of the inactive condition.

III. POLICY

A. Recording:

1. When to record will be left to the discretion of the employee, but it is recommended that the AXON be utilized to record the following types of events, whenever practical: traffic stops; pursuits; vehicle searches; confrontational citizen contacts; use of force situations; statements made by subjects, victims, and witnesses; advising an individual of their Miranda rights; during interrogations; or other legitimate law enforcement contacts.

2. To respect the dignity of others, employees will try to avoid recording videos of persons who are nude, or when sensitive human areas are exposed.

B. Prohibited Recording:

1. The AXON shall not be used to record personal activity.
2. The AXON will not be activated in places where a reasonable expectation of privacy exists, such as dressing rooms or restrooms.
3. The AXON will not be intentionally activated to record conversations of fellow employees without their knowledge during routine, non-enforcement related activities.
4. Employees shall not record confidential informants or undercover officers.
5. Employees will avoid recording individuals who are picketing or engaged in a protest or First Amendment demonstration, unless an obvious violation of criminal law is occurring.

IV. PROCEDURES:

A. Training:

1. Before being authorized to use the AXON participants must attend a mandatory four (4)-hour training session to familiarize themselves with the AXON system.

B. Operator Procedures:

1. Prior to going into service officers will ensure they are wearing an authorized uniform, clearly identifying the user as a police officer with the Miami-Dade Police Department.
2. Officers will test the equipment to ensure it is operating properly. If problems are encountered with any component of the system, the AXON will not be used. The employee will immediately notify a supervisor, and the malfunction will be documented. The Station Control Officer will be provided with a copy of the documentation, so that he or she can seek repair or replacement of the equipment at the earliest opportunity.
3. Whenever an officer obtains a video statement the fact the statement was recorded will be listed in the Offense/Incident Report. A video statement is a supplement to, and not a replacement for, a written statement.
4. When the AXON is used in any investigation or during a traffic stop, this fact will be documented on any citation and/or report prepared regarding the contact.

5. During a shift officers may review portions of a recording to verify information or the accuracy of a report. This can be done directly from the ATC worn by the employee.
6. Officers will not allow citizens to review the recordings, but can advise the citizen how to obtain a copy through a public records request.
7. The release of information requested through a public records request will be subject to the same statutory exemptions from disclosure as any other Departmental records.
8. Officers will not make copies of any recording for their personal use, and are prohibited from using a recording device (such as a telephone camera or secondary video camera) to record media from Evidence.com or the ATC unit.
9. Officers will immediately report any loss of, or damage to, any part of the AXON equipment.

C. Impounding Procedure:

1. At the end of their shift officers shall place the AXON ATC into any open slot on the ETM (docking station). This will allow the data to be transferred from the ATC through the ETM to Evidence.com. The data is considered impounded at this point and the ATC is cleared of existing data.
2. The ATC cannot be removed from the ETM until the data has been uploaded, and the battery has been fully recharged.

D. Accessing Impounded Data:

1. Using a computer, enter www.evidence.com in the browser.
2. Enter assigned user name and password (for access problems contact the System Administrator).
3. Evidentiary copies of digital media can be copied from Evidence.com.
4. Temporary access rights can be given to the State Attorney's Office and the Office of the County Attorney.

E. Security of Media:

1. All digital media collected using the AXON is considered a record of the Miami-Dade Police Department. Accessing, copying or releasing any media for other

than official law enforcement purposes is strictly prohibited, except as required by law.

F. Department Review:

1. The audio/video recordings will not be routinely or randomly reviewed to monitor officer performance. A commander or supervisor can conduct a performance review only when there is an articulable reason to conduct the review, and the review has the approval of the unit commander.
2. The aforementioned restricted performance review is not intended to limit or restrict the Department's review of audio/video recordings as part of an official Department investigation, including matters referred to the Professional Compliance Bureau, personnel complaints, early intervention inquiries, civil claims, or other administrative investigations.