

Automated License Plater Readers (ALPRs)

641.1 PURPOSE AND SCOPE

Automatic License Plate Recognition (ALPR) is a computer-based system that utilizes special cameras to capture a color image, as well as an infrared image, of the license plate of a passing vehicle. The ALPR system is used when there is a legitimate and specific law enforcement reason for identifying a vehicle for the purpose of protecting public safety, conducting criminal investigations, or ensuring compliance with local, state, and federal laws.

641.2 DEFINITIONS

- (a) Hot List: an informational data file which contains information on stolen or wanted vehicles as well as vehicles associated with AMBER alerts, wanted subjects and other agency-defined information. Hot lists can be generated by local, state, and federal law enforcement agencies, including the National Crime Information Center ("NCIC").
- (b) ALPR cameras: can be mobile (mounted on vehicles) or on fixed positions such as freeway overpasses or traffic signals. ALPR systems mounted have all the necessary equipment to scan plates, notify the user of a vehicle hit, and upload the "Plate Scan" information into an "ALPR Repository" for retention and research.
- (c) Optical Character Recognition (OCR): technology used by an ALPR to convert an infrared image into a text file for comparison with other data files (Hot List).

641.3 GUIDELINES

Law Enforcement reasons for identifying a vehicle may include, but are not limited to:

- (a) Vehicles registered to persons with outstanding arrest warrants
- (b) Vehicles related to missing persons investigations
- (c) Vehicles associated with AMBER Alerts
- (d) Stolen vehicles
- (e) Vehicles that are reasonably believed to be involved in the commission of a crime
- (f) Vehicles that are registered to or are reasonably believed to be operated by persons who do not have a valid operator's license or who are on the revoked or suspended list
- (g) Vehicles with expired registrations
- (h) Vehicles registered to persons who are subject to a restraining order issued by a court or by the Parole Board, or who are subject to any other duly issued order restricting their movements
- (i) Vehicles registered to persons wanted by a law enforcement agency who are of interest in a specific investigation

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- (j) Vehicles registered to persons who are on any watch list issued by a State or Federal agency responsible for homeland security when information has been received concerning a specific individual.

641.4 ALPR DATA COLLECTION AND VERIFICATION

- (a) ALPR systems maintained by the Department shall be restricted to legitimate law enforcement uses for the purpose of furthering legitimate law enforcement goals and enhancing public safety.
- (b) Such uses and goals include, but are not limited to:
 - 1. Providing information to officers that will assist in on-going criminal investigations
 - 2. Crime prevention and detection
 - 3. Apprehension of wanted persons
 - 4. Ensuring the safety of vulnerable individuals through the recovery of missing and endangered persons
 - 5. Identification and removal of stolen, unregistered, and uninsured motor vehicles.
- (c) The ALPR system recognizes license plates and does not identify the person operating the motor vehicle. The Department may, as a separate step and, for legitimate law enforcement purposes per the Federal Driver's Privacy Protection Act, and as set forth in this Policy, seek to identify the owner of a vehicle in the event the ALPR system generates an alert, such as by running the license plate number through available databases.
- (d) It shall be the responsibility of the officer requesting or using ALPR data to confirm the accuracy of the information with the Source Agency before taking any enforcement-related action.

641.5 ALPR DATA ACCESS AND SECURITY

- (a) All ALPR data shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- (b) Persons approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relates to a specific criminal investigation or department-related civil or administrative action.
- (c) ALPR data may be released to other authorized and verified law enforcement officials and agencies at any time for legitimate law enforcement purposes.
- (d) ALPR data sharing systems shall be CJIS compliant and reviewed through the Statewide Information & Analysis Center's Privacy Impact Assessment tool.

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641.6 ALPR DATA RETENTION AND PRIVACY

- (a) The retention period for all ALPR scanned data will be according to the Automatic License Plate Reader System Act within Utah State Law.
- (b) ALPR data will be maintained for a 9-month retention period. After 9 months, the data will be purged unless it is subject to a preservation request under §41-6a-2005.
- (c) If subject to a preservation request, the applicable data should be downloaded and provided to the investigating agency.
- (d) The Department may preserve and disclose aggregate captured plate data for planning and statistical purposes if the information identifying a specific license plate is not preserved or disclosed.
- (e) All saved data will be closely safeguarded and protected by both procedural and technological means.
- (f) All non-law enforcement requests for access to stored ALPR data shall be referred to the Department's Records personnel and processed in accordance with applicable law.
- (g) ALPR system audits should be conducted on a regular basis.
- (h) Any breach of stored information will be disclosed to the SIAC Privacy Officer and/or affected party.