

Seattle Police Manual

16.091 – Body-Worn Video Pilot Program

Effective Date: DRAFT Version 01/29/2014

16.090 POL-1 Body-Worn Video (BWV)

This policy applies to officers who have volunteered to wear body-worn video equipment during the body-worn video pilot program. The Memorandum of Agreement between the City of Seattle and the Seattle Police Officers' Guild outlines the scope of the program. The program's primary focus is to evaluate the technology and equipment during field use.

1. All Officers Operating BWV Must First Complete Training

Before officers deploy with a BWV unit, they will complete Department training on the proper use of the equipment and procedures for uploading captured video.

2. Officers Operating BWV Must Wear the Camera Properly

Officers will wear the camera in a location consistent with Department training that allows the camera to capture events.

3. Officers Will Wear Only BWV Equipment Issued by the Department

Officers may not wear any personally-owned camera device for the purpose of recording enforcement activity. Only those camera units issued by the Department are authorized.

4. Officers Will Perform Pre-Shift Function Checks and Note Malfunctions

At the start of the shift, officers will perform a function check as indicated in the BWV training.

Any time the officer is aware of equipment malfunctions, the officer will:

- Notify a sergeant,
- Note the malfunction on the MDC/CAD log including the screening sergeant's name, and
- Notify IT staff for troubleshooting

5. Officers Will Record Enforcement Activity

Officers will activate the BWV to record enforcement activity, unless doing so would jeopardize officer or public safety. Enforcement activity is any activity other than hospital guard or a social contact.

A social contact is a voluntary, consensual encounter between the police and a subject with the intent of engaging in casual and/or non-investigative conversation. See Manual [Section 6.220-Social Contacts and Terry Stops](#)

If circumstances prevent BWV activation at the beginning of an event because doing so would jeopardize officer or public safety, the officer shall activate it as soon as practical.

During the BWV Pilot Program, there will be no discipline that follows from not recording a particular incident.

6. Officers Shall Notify Persons of Recording

Officers shall notify others that they are being recorded as soon as practical.

7. Officers Must Articulate a Reason for Deactivating the BWV

Once BWV has been activated, Officers who stop recording with the BWV during an event must be prepared to articulate a legitimate reason for doing so.

8. Officers Shall Not Intentionally Record Persons Who Are Lawfully Exercising a Constitutional Right or Civil Liberty

Particular attention should be paid to SMC 14.12.010, 14.12.020.A, and 14.12.030.K, which prohibit employees from intentionally recording people who are lawfully exercising their freedom of speech, press, association, assembly, religion, or the right to petition the government for redress of grievances.

Exception: Employees may record if there is reasonable suspicion to believe that criminal activity has occurred or will occur (SMC 14.12.010).

Exception: Protected activity which is unintentionally captured while enforcement-related activity is being recorded is not a violation of this policy (SMC 14.12.080).

9. Employees Will Document the Existence of Video or Reason for Lack of Video

To document that an event has been captured on BWV, employees will note that the event was recorded in an update on the MDC.

If this policy requires that an event be recorded, and there is no recording, employees must note why it was not recorded.

Employees will note the existence or lack of video in an update on the MDC and any related GO report, Street Check, Notice of Infraction, Criminal Citation, or Traffic Contact Report (TCR).

Officers who capture a recording of an event will log to the call, if not already, and note that the event was recorded by their BWV.

10. Officers Shall Flag Videos of Certain Events

If any of the following events are captured on an officer's BWV, the officer shall flag the video:

- Arrests
- Collisions involving police vehicles
- On-view criminal activity
- Prisoner transports
- Uses of force
- Any other video the employee believes should be flagged

11. Officers Shall Upload Recorded Video Before Going Out of Service

Officers will upload captured video according to the training guidelines for the relevant unit model.

If the upload is not complete before the end of shift, officers will notify a sergeant.

16.090-POL-2 Reviewing Body-Worn Video

This policy applies to all employees—non-sworn and sworn—who review body-worn video recordings.

1. Recorded Video May Be Viewed For Appropriate Purposes Only

Video recorded by BWV may be viewed for the following purposes:

- Complaint
- Criminal investigation
- Officer-involved collision/Collision Review Board
- Pursuit
- Firearms Review Board
- Public Disclosure Request

- Use of Force review/investigation
- Performance appraisal
- As part of an Early Intervention System (EIS) plan for a specific officer
- Audit

2. Users Shall Note the Purpose for Viewing Video

Each vendor's viewing application automatically logs the identity of a user who accesses a particular video, as well as the date and time of access.

Any employee viewing a video shall manually make an entry in the application stating the purpose for viewing the video.

3. Recorded Video Shall Not Be Used for Training Purposes Without Permission of the Involved Employee

4. Employees Shall Not Make Copies of Recorded Video for Personal Use