



A
17-156
07/11/17

Body Worn Camera Mute Function

The Body Worn Cameras issued to Department members have a feature which mutes (deactivates) the audio recording without interrupting the video recording of the BWC. Utilizing the mute feature is considered a termination of the recording as outlined by Department General Order 10.11, section E, Termination of Recordings:

E. Terminations of Recordings.

Once the BWC has been activated, members shall continue using the BWC until their involvement in the event has concluded to ensure the integrity of the recording, unless the contact moves into an area restricted by this policy. Members shall deactivate the BWC in the following circumstances:

- 1. When discussing sensitive tactical or law enforcement information away from the citizen*
- 2. After receiving an order from a higher ranking member*
- 3. When recording at a hospital would compromise patient confidentiality*
- 4. When gathering information from witnesses or community members, and the officer has a reasonable and articulable concern that a BWC would inhibit information gathering efforts*

Members shall only use the mute feature with a specific articulable purpose. If a member deactivates (mutes) the audio during an event, the member shall document the reason(s) for terminating the audio recording in CAD, an incident report, written statement or memorandum, as required by General Order 10.11, section G, Documentation.

References:

DGO 10.11 Body Worn Cameras

DB 16-213 Proper Use and Storage of Body Worn Cameras

A handwritten signature in blue ink that reads 'William Scott'.

WILLIAM SCOTT
Chief of Police

Per DB 17-080, sworn members are required to electronically acknowledge receipt and review of Department issued documents in HRMS.