

## **Rules and Procedures**

### **Rule 324B**

**July 13, 2001**

#### **Rule 324B - Mobile Audio/Video System (MAVS)**

This Rule is issued to establish guidelines and procedures for the proper use of the Mobile Audio/Video System (MAVS) in Boston Police Department vehicles.

##### **Sec. 1 PURPOSE:**

The MAVS shall be used primarily to enhance officer safety and assist in the documentation of events made during motor vehicle stops and other critical incidents. In addition, MAVS may be used for training and educational purposes so long as digital masking/mosaic effect is used to preclude the officer(s) identity. The Department shall notify the officer(s) involved prior to using the tape for training purposes.

##### **Sec. 2 TRAINING AND AUTHORIZATION:**

Only officers who have completed the Department training program shall be authorized to operate the MAVS.

##### **Sec. 3 FIELD OPERATION:**

###### **3.1 Maintenance of System**

At the beginning of each shift, the operator assigned to the MAVS shall ensure that a recording device has been inserted in the vehicle and that the equipment is working properly. The operator shall also ensure that the camera is properly positioned and adjusted to record events. The operator should check to make sure that there is a sufficient amount of recording device remaining for his/her shift. Any malfunctions shall be brought to the attention of the Patrol Supervisor and noted in the Motor Vehicle Inspection Report (BPD Form 25). If the problem can not be resolved, the MAVS shall be taken to the Radio Shop for evaluation and necessary repairs.

###### **3.2 Activation**

Activation of the emergency lights will automatically initiate the MAVS. The operator shall ensure that the MAVS remains activated during, but not limited to, the following situations: (1) motor vehicle stops; (2) pursuits; (3) OUI observations and field sobriety tests; and (4) other traffic related and pedestrian stops. Officers may keep the MAVS activated when responding to any incident in which a recording may be useful for evidentiary and/or training purposes. Officers shall notify the subject that he/she is being recorded by audio and video.

###### **3.3 Documentation**

The officer shall note in the incident report, and any related reports, that the MAVS was activated. The recording identification number shall also be placed in the report for reference purposes.

#### Sec. 4 RECORDING CONTROL AND MANAGEMENT:

##### 4.1 Security

Recordings from the MAVS shall only be removed by a superior officer. The superior officer will be responsible for properly logging in the recording and forwarding it to the Evidence Management Division for storage. The original recording shall remain, at all times, in the custody of the Evidence Management Division for a period of 90 days. In the event an outside entity/party requests copies of the tape, the Department will provide the officer(s) involved with notification of such request as soon as possible. Upon request, officers may obtain a copy of a tape, said copy containing only the portion of the tape related to the officer.

##### 4.2 Copies

All requests for access to, or copies of recordings shall be made in writing to the Commander, Evidence Management Division. The EMD shall forward copies of the written requests, and the recording, through the chain of command. Copies of recordings may be submitted to the Bureau of Professional Standards and Development (BPSD) for training purposes. Only the incident in question will be duplicated on a separate recording and released. The original shall be returned to storage.

Paul F. Evans  
Police Commissioner

#### Notes:

- Amended by SO 07-016, issued April 2, 2007, update the organization names to reflect the new BPD organizational structures. Section 4.2.