

**Los Angeles Police Department  
LD 21 Patrol Techniques  
EV1 Police Sciences  
S28 Body Worn Video (BWV)**

**Date Revised:** September/2019

**Session Goal:** Provide recruits with an understanding of Special Order 12, 2015 and the Department’s policy/procedures as it pertains to Body Worn Video (BWV). Ensure that students understand their role as Department employees as it relates BWV.

**Learning Objectives:**

- Understand how and when to use the BWV and the importance of recording all investigative or enforcement activity with members of the public.
- Assist officers with completing reports and providing testimony in court and collect evidence for use in criminal investigations and prosecutions.
- Understand the importance of promoting accountability and trust with our community.

**Session Time:** 2 hours

<b>Resources:</b>	
<ul style="list-style-type: none"> <li>• Special Order No. 12, April 28, 2015</li> <li>• Operation Order No. 3, Aug 28, 2015</li> <li>• PSB Notice, Aug 28, 2015</li> <li>• Manual Section 3/579.15, Body Worn Video Procedures</li> <li>• Professional Standards Bureau NOTICE 13.5</li> </ul>	
<b>Session Summary:</b> In this session, the recruit will learn about policies and procedures related to use of the Body Worn Video Camera.	
Outline	Instructor Notes
<p>I. Body Worn Video introduction.</p> <p>A. Overview of Body Worn Video (BWV)</p> <ol style="list-style-type: none"> <li>1. Policy</li> <li>2. Procedure related to use of the Body Worn Video Camera</li> </ol> <p>B. BWV Response to Field Situations user guides.</p> <ol style="list-style-type: none"> <li>1. Special Order 12, April 28 2015</li> <li>2. Why are we using BWV?               <ol style="list-style-type: none"> <li>a. Mayor, Chief, and Police Commission mandates</li> <li>b. Community and Department accountability.</li> </ol> </li> </ol> <p>C. When do you use it?</p> <ol style="list-style-type: none"> <li>1. Vehicle Stops</li> <li>2. Pedestrian Stops</li> </ol>	<p><b>Ask:</b> Why do you think the department decided to use BWV?</p> <p>Expected response:</p> <ul style="list-style-type: none"> <li>*To promote accountability and trust with the community.</li> <li>*Assist officers completing reports and provide testimony in court.</li> <li>*Collect evidence during criminal investigation.</li> <li>*Deter criminal activity and uncooperative behavior during police-public contact.</li> <li>* Protects the officers from unwarranted or false complaints.</li> </ul>

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<ul style="list-style-type: none"> <li>3. Calls for Service</li> <li>4. Code 3 Response</li> <li>5. Foot Pursuit</li> <li>6. Searches</li> <li>7. Arrests</li> <li>8. Use of Forces</li> <li>9. In-Custody Transports</li> <li>10. Witness and Victim Interviews</li> <li>11. Officer's Judgment</li> <li>D. When do you stop recording? <ul style="list-style-type: none"> <li>1. When the investigation is concluded</li> <li>2. Enforcement activity has ended.</li> </ul> </li> <li>E. When can I review my video? <ul style="list-style-type: none"> <li>1. Officers are required to review BWV prior to documenting all police activity.</li> <li>2. When writing the report.</li> </ul> </li> <li>F. BWV Exceptions as related to Deployment/ Field Interactions. Officers are not required to activate and record investigative or enforcement encounters with the public when: <ul style="list-style-type: none"> <li>1. When the officer believes, a recording would interfere with his or her ability to conduct an investigation.</li> <li>2. May be inappropriate, because of the victim or witness's physical condition,</li> <li>3. Emotional state, age, or sensitive circumstances (e.g., a victim of rape, incest, or other form of sexual assault);</li> <li>4. A witness or victim refuses to provide a statement if recorded and the encounter is non-confrontational;</li> </ul> </li> </ul>	<p><b>Ask:</b> What Core Value can you relate to the use of the BWV?</p> <p>* Integrity in all we say and do. * Quality Through Continuous Improvement.</p> <p><b>Lecture:</b> Overview what they will learn in class.</p> <p><b>Distribute:</b> Special Order 12, April 28 2015</p> <p><b>Lecture:</b> Special Order 12 April 28 2015</p> <p><b>Ask:</b> When do you think an officer should Use the BWV?</p> <p><b>Ask:</b> When do you stop recording?</p> <p><b>Ask:</b> When do you think an officer should review the video?</p>
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<ul style="list-style-type: none"><li>5. Situations where recording would risk the safety of a confidential informant, citizen informant, or undercover officer; or</li><li>6. In patient-care areas of a hospital, rape treatment center, or other healthcare facility unless an enforcement action is taken in these areas.</li></ul> <p>II. Use of Forces with BWV</p> <ul style="list-style-type: none"><li>A. Officers responsibilities when involved in a BWV Categorical use of Force.<ul style="list-style-type: none"><li>1. Officer shall provide the BWV camera to an on-duty supervisor at the location of the incident.</li><li>2. Officers shall not review his or her BWV until authorized by Force Investigation Division (FID).</li><li>3. Officer SHALL review their BWV prior to being interviewed.</li></ul></li><li>B. Supervisors responsibilities in a Categorical Use of Force investigation.<ul style="list-style-type: none"><li>1. Supervisors assigned to any unit with BWV-equipped officers must take possession of an officer's BWV equipment when the officer is involved in a Categorical Use of Force.</li><li>2. Ensure recording has stopped.</li><li>3. Power off camera</li><li>4. Maintain custody until transferred to FID personal.</li><li>5. Supervisors shall NOT view the BWV recording without authorization of FID.</li></ul></li><li>C. Non-Categorical Use of Forces.<ul style="list-style-type: none"><li>1. Officers are required to review all BWV recordings for complete and accurate documentation.</li></ul></li></ul>	<p><b>Ask:</b> Are there exceptions when officers Are not required to activate and record an investigation?</p> <p><b>Lecture:</b> Officers responsibilities when involving a use of force.</p>
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<p>2. Including additional officer's videos that are deemed pertinent to the NON-CAT Use of Force.</p> <p>III. Body worn video responsibilities.</p> <p>A. Officer's Responsibilities</p> <ol style="list-style-type: none"><li>1. The BWV camera is worn on the outside of the officer's uniform, facing forward to make video and audio recordings.</li><li>2. Officers shall activate their BWV device prior to initiating any investigative or enforcement activity involving a member of the public.</li><li>3. If an officer is unable to activate his or her BWV prior to initiating any enforcement or investigative activity, the officer shall activate the device as soon as practical and safe to do so.</li><li>4. Officers shall continue recording until the investigative or enforcement activity involving a member of the public has ended. If enforcement or investigative activity with a member of the public resumes, the officer shall activate the BWV device and continue recording</li><li>5. Officers shall document all reasons for delays in recording, or fails to record, or interrupts the recording or terminations in the comments field of the incident in the Computer Aided Dispatch (CAD) System, Daily Field Activity Report (DFAR / TFAR), Sergeant's Daily Report, Metropolitan Officer's log, or gang Enforcement Detail – Supervisor's Daily report.</li></ol>	
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<ol style="list-style-type: none"><li>6. Officers shall not copy, edit, alter, erase, or otherwise modify in any manner the BWV recordings except as authorized by law or Department Policy.</li><li>7. Officers are encouraged to inform individuals that they are being recorded when feasible. However, they are not required to obtain consent from members of the public when the officer is lawfully in the area. In addition, officers are not required to play back BWV for the public.</li><li>8. BWV shall not be used to record Department personnel during briefings, meetings, roll calls or while in private spaces such as locker rooms or restrooms.</li><li>9. Officers' assigned BWV cameras shall not use any other type of video or audio recording devices.</li><li>10. Officers shall inspect and test their BWV daily and document the results of their inspection in the comments field of the Computer Aided Dispatch (CAD) System, Daily Field Activity Report (DFAR / TFAR), Sergeant's Daily Report, Metropolitan Officer's log, or gang Enforcement Detail – Supervisor's Daily report.</li><li>11. If the officer's BWV malfunctions or is damaged, the officer shall notify an on-duty supervisor and complete an Employee Report 15.07. Then, the officer is required to provide the damaged BWV to the kit room officer and obtain a functional BWV before deploying to the field.</li></ol>	
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<p>12. Officers shall identify each incident recorded on the BWV by event type and other content that best describes the video.</p> <p>13. At the end of each shift, officers shall upload all BWV recordings to secure storage by docking the device at the station.</p> <p>14. Officers shall review BWV recordings on their assigned device or authorized computer prior to documenting and incident.</p> <p>15. If involved in Categorical Use of Force, officers shall not review any BWV until authorized by Force Investigation Division (FID). Officer shall be permitted to view their BWV prior to being interviewed,</p> <p>16. Officers are required to document any portion of an incident captured on BWV system under the heading "Photos, Recordings, Video, DICV, BWV and Digital Imaging "on all administrative and investigative reports. Officers shall document the existence of a BWV recording on all necessary forms including the City Attorney Disclosure Statement.</p> <p>B. Kit Room Officer's Responsibilities</p> <p>C. Supervisor's Responsibilities.</p> <p>D. W/C's Responsibilities.</p> <p>E. Training Coordinator's</p> <p>F. Commanding Officer's Responsibilities.</p> <p>IV. Additional BWV Rule &amp; Duties</p> <p>A. Unauthorized modification of BWV.</p>	<p><b>Distribute:</b> Operations Order No. 3</p> <p><b>Inform:</b> Class can read the responsibilities of other department employees on their own.</p> <p><b>Display/ Lecture:</b> BWV Slides</p> <p><b>Facilitate:</b> Learning Activity #1</p> <p><b>Lecture:</b> Additional BWV Rules &amp; Duties.</p>
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<ul style="list-style-type: none"><li>1. Officers shall not modify any part of the BWV ever.</li><li>2. Officers shall not record department personal during briefing, meetings,</li><li>3. Roll calls or in private spaces.</li><li>4. Recording is prohibited in non-official law enforcement and investigative activities involving members of the public.</li></ul> <p>B. Officers are required to document any portion of an incident captured on BWV system under the heading “Photos, Recordings, Video, DICV, BWV and Digital Imaging “, heading on the narrative report.</p> <p>V. Reinforce Key Learning Points</p> <ul style="list-style-type: none"><li>A. Assist in resolving complaints against officers including false allegations</li><li>B. Accuracy of police reports, officer statements, and other official documents.</li><li>C. Assist in resolving complaints against officer including false allegations by members of the public</li><li>D. The accuracy of police reports, officer statements, and other official documentation is essential for the proper administration of justice and complying with the Department’s obligation to maintain full and complete records of enforcement and investigative activities. It also is consistent with the 117d Subsection of the Consent Decree.</li><li>E. Promoting accountability in the community and the department is essential to the Department’s 2015 goals of Community Engagement and Crime Reduction.</li></ul>	<p style="text-align: center;"><b>Lecture: Key Learning Points</b></p>
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<p>F. Deter criminal activity and uncooperative behavior during police-public interactions and the collecting of evidence for use in criminal investigations and prosecutions.</p> <p>G. BWV will potentially aid in the Preservation of Life and Fair and Impartial treatment of all involved.</p> <p>VI. Body Worn Video Instruction</p> <p>A. BWV Operation</p> <ol style="list-style-type: none"><li>1. Power Switch</li><li>2. Record On/Off</li><li>3. On/Off indicator</li><li>4. Camera Lens</li><li>5. Speaker</li><li>6. Microphone</li><li>7. Battery LED</li></ol> <p>B. Wearing BWV</p> <ol style="list-style-type: none"><li>1. Insert back of BWV into lock</li><li>2. Twist rapidlock mount counterclockwise, 90 degrees</li><li>3. Place the magnetic back underneath shirt, patrol vest, or whatever is used.</li><li>4. Hold the back in place, and place the rapidlock mount over the back. The Magnet will hold the camera in place.</li></ol> <p>C. BWV Operating Mode</p> <ol style="list-style-type: none"><li>1. Recording – Blinking Red</li><li>2. Buffering/Ready – Blinking</li><li>3. Booting Up/Powering – Solid Red</li><li>4. Upload Status LED</li><li>5. Function Button – Bookmark</li><li>6. Stealth Mode – Press and hold the battery button for 10 sec. to turn light off. Do again turn BWV Light back on.</li></ol>	<p><b>Distribute:</b> BWV Reverence Guide handout</p> <p><b>Lecture:</b> BWV Operation &amp; Wear</p> <p><b>Provide:</b> Inert BWV camera with magnet to rotate from recruit to recruit for inspection</p>
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