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# KANSAS CITY, KANSAS POLICE

## GENERAL ORDER

ORDER NUMBER: **80.12**  
ISSUED DATE: 09/14/2021  
EFFECTIVE DATE: 09/14/2021  
Initial

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SUBJECT: Automated License Plate Recognition

REFERENCE: CALEA

CROSS REFERENCE:

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#### I. PURPOSE

- A. Automated License Plate Recognition (ALPR) mounted on patrol vehicles and the fixed units mounted on City of Kansas City, Kansas property are equipped with a specialized camera system that actively scans for license plates.

#### II. USE

- A. The system compares license plate scans to a "hotlist" consists of copied records of a criminal investigation from multiple criminal justice databases that are uploaded to the ALPR systems daily. The system alerts the officer when a possible hit occurs. The system displays images of the license plate, vehicle, and associated criminal justice information.
- B. The license plate scan data, including images, global positioning system (GPS) location, and license plate information, is electronically stored for future investigative purposes. Those purposes may include locating missing endangered persons, gathering information related to wants and warrants, homeland security, suspect interdiction, recovery of stolen property and criminal investigations.

#### III. RESPONSIBILITIES AND PROCEDURES

- A. Operations Bureau is responsible for the assignment of personnel and deployment of police vehicles equipped with ALPR systems and the mounting locations of fixed units.
- B. Officers assigned to ALPR patrol vehicles will make every effort to operate the system during their entire tour of duty.
- C. Department members should verify all ALPR system via the Communications Unit or Mobile Data Computer as soon as possible.
- D. The Intel Unit will provide oversight of the ALPR stored data. All ALPR system data will be retained for a length, not to two years or unless otherwise mandated by law.
- E. Your immediate supervisor will be notified when car mounted ALPR equipment is damaged or malfunctions.
- F. Stored ALPR data contains derived CJIS information. It is the responsibility of the department user to manage, share, and dispose of such information within current CJIS related policies. Any breach including ALPR will be handled per CJIS protocol.
- G. Members who access ALPR data must do so for legitimate law enforcement purposes.