



MURPHYSBORO POLICE DEPARTMENT
202 North 11th Street Murphysboro, Illinois 62966
Tx: (618) 684-2121 Fax: (618) 684-5901 Emergency: 911



POLICY 391

UNMANNED AERIAL SYSTEM

391.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

391.2 Policy

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights, Federal Aviation Administration (FAA) regulations, A.R.S. § 13- 3729 and all MPD policies.

391.3 Privacy

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

391.4 Procedure

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- A. Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding the use of the UAS.



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- B. Ensuring all current certifications and certificates of training are provided to the Chief of Police.
- C. Evaluate any requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization from the Chief of Police, or in his absence, a shift supervisor.
- D. Obtain consultation from the Chief of Police or the Investigations Supervisor when the UAS will be utilized in criminal investigations, including documentation of time spent monitoring a subject and/or property.
- E. Contacting the Chief of Police when it is necessary to provide public notification of a UAS deployment.
- F. Monitor the use, deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- G. Documenting all missions using current department software.
- H. Maintaining UAS inspection and maintenance records to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- I. Ensuring all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements.
- J. Consulting evidence custodians to ensure retention and purge periods are maintained in accordance to Property and Evidence Policy 804.
- K. Facilitating necessary law enforcement access to images/video captured by the UAS.
- L. Recommending program enhancements, particularly regarding safety and information security.
- M. Ensuring that established policies are followed by monitoring and providing periodic reports on the program to the Chief of Police.



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391.5 USE OF UAS

- A. Only authorized pilots who have completed the required training shall be permitted to operate the UAS.
- B. Use of vision enhancement technology (e.g., thermal and other imaging equipment) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

391.6 Prohibited Use

The UAS video equipment shall not be used:

- 1. To conduct random surveillance activities.
- 2. To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- 3. To harass, intimidate or discriminate against any individual or group.
- 4. To conduct personal business of any type.

391.7 RETENTION OF UAS DATA

- A. Data collected by the UAS shall be retained for a period of three years. Additionally, the data collected shall be retained until the conclusion of any criminal case.