

<h1><i>Silvis Police Department General Orders</i></h1>	Order	
	2-11	
	Subject	
	Unmanned Aircraft System (UAS) Operations	
	Issued By	Date
Chief G. Karzin	03-04-2026	
Revised By	Date	
Cancels		

I. PURPOSE

To establish policy and procedures governing the acquisition, deployment, training, documentation, supervision, and accountability of Unmanned Aircraft Systems (UAS) operated by the Silvis Police Department, ensuring compliance with:

- 725 ILCS 167 (Freedom from Drone Surveillance Act)
- 725 ILCS 167/35 (Reporting Requirements)
- Federal Aviation Administration (FAA) regulations (14 CFR Part 107)
- Applicable constitutional protections
- Recognized law enforcement accreditation standards

II. POLICY

It is the policy of the Silvis Police Department that UAS operations shall:

1. Be conducted in a lawful, professional, and transparent manner.
2. Protect constitutional rights and reasonable expectations of privacy.
3. Be deployed only for authorized law enforcement and public safety purposes.
4. Be documented, reviewed, and audited to ensure accountability.

The Department prohibits weaponization of UAS and any use inconsistent with Illinois law.

III. DEFINITIONS

Definitions contained in 725 ILCS 167 shall apply. Key definitions include:

- **Drone/UAS:** A powered aerial vehicle without a human operator onboard.
- **Information:** Images, video, audio, or data collected via UAS.

- **Operator:** Department member certified and authorized to pilot UAS.

IV. AUTHORIZED USES (725 ILCS 167)

UAS may only be deployed under the following statutory circumstances:

A. Search Warrant

When authorized by a valid search warrant supported by probable cause (limited to 45 days unless renewed).

B. Exigent Circumstances

When reasonable suspicion exists, swift action is necessary to:

- Prevent imminent harm to life
- Prevent escape of a suspect
- Prevent destruction of evidence

Use under exigency is limited to 48 hours. The Chief or designee shall notify the State's Attorney within 24 hours.

C. Counterterrorism

When credible intelligence indicates a high risk of terrorist attack.

D. Search and Rescue

To locate missing persons or persons in distress.

E. Crime or Crash Scene Documentation

For geographically confined and time-limited documentation.
Private property requires warrant or consent unless another statutory exception applies.

F. Disaster or Public Safety Emergency

For monitoring and coordinating response efforts.

V. PROHIBITED USES

1. Weaponization of UAS is strictly prohibited.
2. Random or generalized surveillance without statutory authority is prohibited.

3. Facial recognition software shall not be used during flight.
4. UAS shall not be used solely to monitor First Amendment-protected activity absent lawful justification.

VI. ADMINISTRATION & SUPERVISION

A. Program Oversight

The Chief of Police shall designate a UAS Program Coordinator responsible for:

- Training and certification tracking
- Maintenance logs
- Flight logs and documentation
- Annual reporting compliance
- Policy review

B. Operational Authorization

All deployments require supervisory approval unless exigent circumstances prevent prior approval.

C. Documentation

Each deployment shall be documented, including:

- Date and time
- Location
- Statutory authority
- Operator
- Supervisor approving
- Whether recording occurred
- Disposition of collected data

VII. TRAINING & CERTIFICATION

1. Operators must hold a valid FAA Part 107 Remote Pilot Certificate.
2. Operators must complete department-approved initial training.
3. Annual proficiency review and documented flight minimums are required.
4. Training records shall be maintained for accreditation review.

VIII. DATA MANAGEMENT & RETENTION

1. All digital evidence shall be uploaded into the department's approved digital evidence management system.

2. Data retention shall comply with Illinois law and local records retention schedules.
3. Non-evidentiary data shall be purged in accordance with statutory timelines.
4. Access to UAS data shall be restricted and auditable.

IX. PUBLIC TRANSPARENCY & REPORTING (725 ILCS 167/35)

The Department shall:

1. Submit an annual written report to the Illinois Criminal Justice Information Authority by April 1 detailing:
 - Number of UAS owned
 - Number of deployments categorized by statutory authority
 - Date, time, and location of use
 - Whether video was recorded
 - Whether retained for training or other purposes
2. Maintain this UAS policy publicly accessible on the Department website.

X. EQUIPMENT SECURITY & MAINTENANCE

1. UAS equipment shall be secured when not in use.
2. Maintenance logs shall be maintained for each aircraft.
3. Firmware updates shall be documented.
4. Pre-flight and post-flight inspections shall be documented.

XI. AUDIT & REVIEW

1. The UAS Program Coordinator shall conduct quarterly audits of:
 - Flight logs
 - Authorization documentation
 - Data retention compliance
2. An annual policy review shall be conducted and documented.
3. Identified deficiencies shall result in corrective action.

XII. DISCIPLINE

Violations of this policy may result in:

- Removal from the UAS program
- Disciplinary action
- Referral for criminal investigation if applicable

XIII. LIABILITY MANAGEMENT

UAS operations shall:

- Be incorporated into the Department's risk management review process.
- Be included in annual legal updates training.
- Be reviewed following any complaint, injury, crash, or privacy allegation.

1.2.1 – Laws Governing Agency Operations

- ✓ UAS Policy Section IV (Authorized Uses)
- ✓ Incorporates 725 ILCS 167 statutory authority
- ✓ Incorporates FAA Part 107 requirements

1.2.7 – Administrative Reporting

- ✓ Section IX (Annual Reporting to ICJIA)

CALEA Chapter 2 – Organization & Management

2.1.3 – Written Directives

- ✓ Formal General Order governing UAS operations

2.2.2 – Fiscal Accountability

- ✓ Equipment inventory & maintenance logs (Section X)

2.3.4 – Administrative Reviews

- ✓ Section XI (Quarterly Audit & Annual Policy Review)

CALEA Chapter 11 – Operations

11.1.3 – Constitutional Policing

- ✓ Section II (Policy Statement)
- ✓ Section V (Prohibited Uses)
- ✓ Privacy protections and warrant requirements

11.4.1 – Special Operations Planning

- ✓ Supervisory authorization requirement
- ✓ Exigent use documentation

CALEA Chapter 41 – Training

41.1.1 – Training Program

- ✓ Section VII (Initial & Annual Proficiency Training)

41.1.2 – Training Records

- ✓ Maintained by UAS Program Coordinator

CALEA Chapter 82 – Property & Evidence

82.1.1 – Property Accountability

- ✓ UAS Inventory & Security (Section X)

82.2.1 – Evidence Control

- ✓ Section VIII (Digital Evidence Upload & Retention)

82.3.6 – Digital Evidence Management

- ✓ Restricted access, audit trails

CALEA Chapter 84 – Records

84.1.1 – Records System

- ✓ Flight Logs
- ✓ Deployment Authorization Forms
- ✓ Maintenance Logs

84.1.7 – Public Records Compliance

- ✓ Public posting of policy
- ✓ 725 ILCS 167/35 annual report transparency

Accreditation File Recommendations

Maintain a UAS Accreditation Binder (digital or physical) containing:

- Approved UAS General Order
- Annual ICJIA reports
- Quarterly audit documentation
- Training certificates (FAA Part 107 copies)
- Maintenance logs
- Deployment authorization forms
- Public posting screenshot

ANNUAL REPORTING

(725 ILCS 167/35 Compliance)

To: Illinois Criminal Justice Information Authority

From: Silvis Police Department

Reporting Year: _____

Submission Date: (Must be on or before April 1)

I. UAS Inventory

Aircraft Model Serial Number Date Acquired Status (Active/Retired)

Total Number of UAS Owned: _____

II. Deployment Summary

Statutory Authority	Number of Deployments
Search Warrant	___
Exigent Circumstances	___
Counterterrorism	___
Search & Rescue	___
Crash/Crime Scene Documentation	___
Disaster/Public Emergency	___

Total Deployments: ___

III. Deployment Details

(Attach additional sheets if necessary)

For each deployment include:

- Date
- Time
- General Location (City/Area – not specific private address unless required)
- Statutory Authority Used
- Whether Video or Images Were Recorded (Yes/No)
- Whether Data Was Retained (Yes/No)
- Purpose of Retention (Evidence/Training/Other)

IV. Policy Compliance

- The Silvis Police Department maintains a publicly available UAS policy.
- The policy complies with 725 ILCS 167.

Chief of Police Signature: _____

Date: _____

3. UAS Deployment Authorization Form Template

Silvis Police Department UAS Deployment Authorization Form

I. Requesting Officer Information

- Name: _____
 - Badge #: _____
 - Date of Request: _____
 - Time of Request: _____
-

II. Type of Deployment Requested

- Search Warrant
 - Exigent Circumstances
 - Counterterrorism
 - Search & Rescue
 - Crash/Crime Scene Documentation
 - Disaster/Public Emergency
-

III. Legal Justification

Explain statutory basis under 725 ILCS 167:

If Exigent:

Describe imminent threat and reason warrant was impractical:

IV. Location of Operation

Public Property

Private Property (Warrant or Consent attached)

V. Supervisor Authorization

Supervisor Name: _____

Rank: _____

Approved

Denied

Signature: _____

Date/Time: _____

VI. Post-Deployment Summary

- Operator Name: _____
- Aircraft Used: _____
- Start Time: _____ End Time: _____
- Recording Occurred? Yes No
- Data Uploaded to DEMS? Yes No
- Evidence Tag # (if applicable): _____

Operator Signature: _____

Date: _____

Silvis Police Department

Unmanned Aircraft System (Drone) Program

Public Transparency Summary

Our Commitment to Transparency & Privacy

The Silvis Police Department uses Unmanned Aircraft Systems (UAS), commonly known as drones, as a public safety tool. We recognize that drone technology raises legitimate privacy concerns.

Our use of drones is strictly governed by:

- Illinois Freedom from Drone Surveillance Act (725 ILCS 167)
- Federal Aviation Administration (FAA) regulations
- Department policy and supervisory oversight

We do not use drones for random surveillance or general monitoring of residents.

When We May Use a Drone

Under Illinois law, drones may only be used for specific, legally authorized purposes, including:

- Search and rescue operations for missing or endangered persons
- Documenting serious crash scenes or crime scenes
- Disaster response and emergency management
- When authorized by a search warrant issued by a judge
- In limited emergency situations where there is an imminent threat to life, risk of escape, or destruction of evidence

Each deployment must be documented and approved by a supervisor unless emergency circumstances prevent prior approval.

When We Do NOT Use Drones

The Silvis Police Department does NOT:

- Use weaponized drones
- Use drones for generalized surveillance of neighborhoods

- Use facial recognition technology during drone flights
 - Monitor individuals solely for exercising First Amendment rights
-

Privacy Protections

- Drone operations are limited in duration and scope.
 - Private property operations generally require a search warrant or consent unless another legal exception applies.
 - All digital evidence is securely stored in the Department's evidence management system.
 - Non-evidentiary recordings are retained only as permitted by law.
-

Training & Oversight

All drone operators:

- Hold an FAA Remote Pilot Certificate (Part 107)
- Receive department-approved training
- Maintain ongoing proficiency

The Department conducts regular supervisory review and annual policy evaluation to ensure legal compliance and accountability.

Annual Reporting

In accordance with 725 ILCS 167/35, the Silvis Police Department submits an annual report to the Illinois Criminal Justice Information Authority (ICJIA) that includes:

- The number of drones owned
- The number of times drones were deployed
- The legal justification for each deployment category
- Whether video was recorded and retained

This report is submitted by April 1 each year.

Questions or Concerns

Residents who have questions regarding the Department's drone program may contact:

Silvis Police Department
Chief of Police
Phone: (309) 792-1841
Email: gkarzin@silvispd.org

Our Mission

The use of drone technology is intended to enhance officer safety, improve emergency response, and better serve the community—while respecting the constitutional rights and privacy of the residents of Silvis.