

	FORNEY POLICE DEPARTMENT
	General Order 622 – Use of Automatic License Plate Readers
	Effective Date: <u>09 / 08 / 2025</u> Approved By: <u>Carrie White</u> Chief of Police
TPCA References:	

622.1 PURPOSE AND SCOPE

The primary purpose of the Forney Police Department Automated License Plate Readers (ALPR) system is to provide a tool for use by Patrol and Criminal Investigations personnel. This tool assists in the detection and apprehension of vehicles and/or persons traveling through the jurisdiction of the Forney Police Department in a vehicle that has license plates that have been entered either into the National Crime Index Computer or on the FPD ALPR Hotlist. The ALPR system can also be utilized by FPD Detectives to assist in the development of leads that can potentially identify suspects who have committed crimes within Forney.

622.2 POLICY

The Forney Police Department has been authorized to utilize Automated License Plate Readers (ALPR) to assist in providing safety to the residents of Forney and surrounding communities. This policy establishes the use of ALPR technology.

622.3 PROCEDURES

This document establishes procedures for the lawful and proper use of ALPR technology and provides for the best use of ALPR technology while at the same time protecting the rights of residents and motorists traveling on public roadways while in the City of Forney Area of Jurisdiction.

A. General

The ALPR Program will be managed by the Command staff of the department to ensure that the equipment is being effectively utilized and maintained. The Chief of Police, Patrol and CID Commanders will be responsible for the determination of the locations for the placement of ALPR system equipment. Locations will be determined based on maximum captures of license plates at points of intersections on major thoroughfares, choke points where vehicle traffic must pass before entering sections of the Forney and/or locations based on criminal activity.

B. Communications

The Dispatch Center of Forney PD may monitor the FPR system. Upon observing a hit, on-duty dispatch personnel may verify the captured plate (photo) with the wanted/suspect plate number displayed as the wanted plate from either NCIC, TCIC or the FPD Hotlist. Verification of the plate/tag the dispatcher will be done through NCIC to determine if it is still outstanding as wanted.

1. Wanted/stolen plates that are verified may result in a dispatch of the district officer.
 - a. Stolen License Plates – On all stolen license plate hits, dispatch personnel will check the stolen plate through MVD. Should the stolen plate come back to a vehicle with the same make, model and color of the vehicle that the stolen plate is currently being displayed on, the dispatched units shall be immediately advised of that fact. Officers should be advised that the plate may be the secondary license plate and not stolen.
2. Hotlist Alerts may include specific instructions to field personnel. Those instructions will also be relayed to on-duty personnel at the time of dispatch. i.e. “stop only with probable cause and ID occupants”.
3. FPD dispatch personnel shall be responsible for notification of the NCIC/TCIC information submitting jurisdiction of the recovery of wanted stolen vehicles and the status of any arrests. Notification shall be as per NCIC/TCIC protocols.

C. Patrol

Upon being notified of an ALPR notification, on duty personnel may respond to the area of the capture and look for the suspect vehicle. If the vehicle is located, proper traffic stop procedures shall be followed based upon the type of hit, officer observations and other factors present. The first officer identifying the wanted vehicle should wait for appropriate back-up before initiating a traffic stop or engaging the vehicle. Felony stops if conducted, will be properly documented.

1. CID may be requested to assist on any felony in-custody arrest(s) as needed.

D. Criminal Investigation Responsibilities

1. CID personnel may utilize ALPR data to assist in the identification of suspects involved in criminal activity in the Forney Police area.
2. CID personnel shall have search access enabling them to search the database for vehicles, persons or animals.
3. When CID personnel utilize ALPR data to assist in identification of a suspect or vehicle linked to criminal activity, the ALPR data shall be downloaded from the system and attached to the investigative report as evidence.

E. Supervisory Responsibilities

1. The on-duty Supervisor shall respond to all ALPR hit's that result in any use of force.
2. Should a vehicle fail to stop for a marked unit with all emergency equipment activated the on-duty Supervisor shall determine if the reason for the vehicle being in the ALPR database warrants that the pursuit be allowed to continue. When appropriate, pursuit termination devices (stop sticks) should be available and ready for use before attempting to stop any wanted violent

crime ALPR suspect vehicle. The department pursuit policy shall apply should the vehicle fail to stop.

F. ALPR Data

The FPD ALPR system database and capture information are to be used for official law enforcement purposes only. Personnel shall only access the database for investigative/administrative purposes only and treat all data as confidential. The utilization of the ALPR system for any other reason will require the approval of the Chief of Police.

1. Personnel will not enter any license plates into the FPD “Hotlist” unless the vehicle is currently wanted/suspected in criminal activity. All hotlist vehicles shall include an OCA number and reason for the vehicle being in the system. All hotlist vehicles shall have an expiration date.
2. ALPR capture data shall be purged after 30 days unless it is evidence or necessary for an on-going case.
3. When personnel become aware of invalid data being contained within the state NCIC/TCIC database, FPD personnel shall notify the contributing agency and document who was notified by name and title on the CAD report.
4. FPD may enter into data-sharing agreements with other law enforcement agencies as determined by the Chief of Police.
5. Custom Hotlists shall be shared with the entire organization.

G. Privately Owned/Funded ALPR Systems

The FPD recognized that residents may want to purchase privately owned ALPR systems and link them to the FPD network of systems. All private systems linked to the FPD system must be approved by the Chief of Police.

All data received by the FPD shall become FPD data and subject to all provisions of this policy. The FPD must be provided with search capabilities to any linked ALPR system. The FPD shall not be responsible for any costs associated with a privately funded ALPR system.

1. Privately owned ALPR systems must meet all local government right of way ordinances, rules and regulations.
2. The FPD will not actively monitor any privately-owned ALPR or Video system.