

# **Automated License Plate Readers (ALPR)**

## **Automated License Plate Readers (ALPR)**

### **460.1 PURPOSE AND SCOPE**

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition, provides automated detection of license plates. ALPRs are used by the Henderson Police Department to convert data associated with vehicle license plates and use it for official law enforcement purposes including identifying stolen or wanted vehicles, stolen license plates and missing persons. ALPRs may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction, and stolen property recovery.

### **460.2 ADMINISTRATION OF ALPR DATA**

The Investigative Services Division (ISD) Lieutenant over the property section, or designee, will be responsible for managing all ALPR data retention and access.

The State of Nevada will provide an NCIC "Hot List" that will automatically be downloaded to the ALPR software in the laptops. ISD will also have the ability to create local hot lists for criminal investigations.

### **460.3 ALPR OPERATION**

Use of ALPR is restricted to the purposes outlined below. Department personnel shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

1. ALPR shall only be used for official and legitimate law enforcement business.
2. ALPR may be used during any routine patrol or criminal investigation. Reasonable suspicion or probable cause is not necessary for its use.
3. ALPR may be used to canvass license plates around any crime scene. Whenever practicable, ALPR equipped cars should be used to canvass surrounding areas of all homicides, shootings, and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
4. No member of this department shall operate ALPR equipment, or access ALPR data, without first completing Department approved training.
5. ALPR operators must be NCJIS certified prior to operating ALPR equipment or accessing ALPR data.
6. ALPR operators should receive training on the system prior to use. This training will be coordinated by the ISD Lieutenant or designee.

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ALPR users receiving an alert that a vehicle is stolen, wanted, or has a warrant associated with it shall immediately contact the Communications Center to confirm there is probable cause prior to stopping or contacting the occupants of the vehicle.

## **460.4 ALPR DATA COLLECTION AND RETENTION**

All data and images gathered by ALPR are for the official use of the Henderson Police Department and because such data may contain confidential NCJIS information it is not open to public review. ALPR information gathered and retained by this department may be used and shared with prosecutors or others only as permitted by law.

ALPR files will be transferred from field units to Vigilant servers automatically, where it may be accessed through [learn-nvls.com](http://learn-nvls.com). All ALPR data downloaded to the server should be stored for a period not to exceed 60 months and thereafter should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action, or is subject to a lawful action to produce records. In those circumstances, the applicable data should be downloaded from the server onto portable media and booked into evidence.



**DP460**

Henderson Police Department Policy

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## **Accreditation Standards**

CALEA 41.3.9 License Plate Recognition Systems

## **References**

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## **Revision History**

<b>Date Effective</b>	<b>Purpose</b>
06-15-11	New policy.
04-11-22	Policy reinstated due to installation of new ALPR systems. 460.4 Updated collection and retention guidelines.