



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

735 – AUTOMATED LICENSE PLATE READERS (ALPR)

GENERAL ORDER: 2024-44
ISSUED: October 7, 2024

EFFECTIVE: October 7, 2024

REVIEWED/APPROVED BY:
Assistant Chief Nicole Waldner
DATE: August 22, 2024

ACTION: Amends General Order 2015-34 (July 2, 2015)

WILEAG STANDARD(S): 10.2.1

ROLL CALL VERSION

**Contains only changes to current policy.
For complete version of SOP, see SharePoint.**

735.15 GENERAL

- D. ALPR shall be used in a consistent manner to assist department members in accomplishing its mission in homeland security, suspect interdiction, stolen property recovery, detection of crime, enforcement of Wisconsin state law and city of Milwaukee ordinances, identification of stolen vehicles, stolen license plates, wanted and missing persons, Amber Alert, Green Alert, or Silver Alert assistance, crime prevention and other traffic related matters.

735.20 DEPLOYMENT AND USE OF ALPR EQUIPPED VEHICLES

- I. ALPR equipped vehicles should avoid becoming involved in vehicle pursuits whenever possible. In the event an ALPR equipped vehicle is involved the vehicle operator will:
2. Request a marked black and white police vehicle to take over the pursuit as soon as practical.

735.25 MAINTENANCE OF RECORDS AND AUDITING

- B. The IT administrator(s) shall maintain a written or electronic record that documents the following information: whether any ALPR data was transferred to any other database or data storage device or system.
- G. An internal audit of the ALPR program will be done at least once a year by the Internal Affairs Division conducted monthly by each work location commanding officer, or his/her designee, to ensure their authorized users are using the ALPR system in accordance with SOP 735.50(A).

735.30 CONTENT AND APPROVAL OF BOLO LISTS

- C. Examples of articulable and specific reasons include, but are not limited to:
4. Green Alerts;

- E. An initial BOLO list may be revised at any time. In the event that an initial BOLO list is constructed, in whole or in part, with sets of data downloaded from another database, so as to account for any changes that may have been made in the data maintained in those other databases, updates to the initial BOLO list shall, in the case of a mobile unit attached to a police vehicle, be made at the start of each shift, and in the case of an ALPR positioned at a stationary location, be made as frequently as is practicable, and on not less than a daily basis. Information concerning any license plate that is referenced in an Amber Alert, Green Alert, or Silver Alert which effects southern Wisconsin shall be added to the initial BOLO list as expeditiously as possible, and shall remain in the initial BOLO list until the Amber Alert, Green Alert, or Silver Alert expires or is withdrawn.

735.50 LIMITATIONS ON ACCESS TO AND USE OF STORED ALPR DATA

- A. Authorized users may access and use stored ALPR alert data as part of the criminal investigation process. This includes individual active cases, as well as fugitive apprehension, warrant service, the recovering of stolen vehicles and other anti-crime tactics.
1. A record shall be made of all access to ALPR data, which may be an automated record that documents the date of access and the identity of the authorized user. The authorized user accessing the data shall include the following in the search box of the dashboard to show an apparent investigative reason for searching a license plate or vehicle description:
- a. Case number and/or CAD number; and
 - b. An explanation describing the search is related to a post-scan BOLO query, a crime-scene query, or a crime trend analysis as described in subsection B.

735.55 SHARED LAW ENFORCEMENT ACCESS TO STORED ALPR DATA (WILEAG 10.2.1)

- A. ALPR data obtained in conformance with this directive can be accessed and used by this agency and may be shared with and provided to any other law enforcement agencies. Members of the Milwaukee Police Department who have access to other law enforcement agencies ALPR databases shall access that other law enforcement agency's data in conformance with this standard operating procedure.



JEFFREY B. NORMAN
CHIEF OF POLICE