



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING INSTRUCTION

CAMERA TRAILERS

ISSUED: July 29, 2021

EFFECTIVE: July 29, 2021

REVIEWED/APPROVED BY:

Inspector Paul Formolo

DATE: July 9, 2021

ACTION: Amends SOI (January 7, 2019)

WILEAG STANDARD(S): NONE

I. BACKGROUND / PURPOSE

To establish policy and procedure governing the deployment and operation of camera trailers.

II. GOAL

To provide portable, battery operated video surveillance.

III. DEPLOYMENT CRITERIA

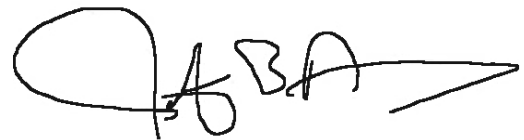
- A. Deployment, transport, maintenance and storage of the camera trailers shall remain the authority and responsibility of the Fusion Division. Members of the Fusion Division and/or an assistant chief's designee are the only personnel authorized to deploy, dismantle or transport camera trailers.
- B. Camera trailers may be requested by any work location provided the request is made by a member with the rank of lieutenant of police or higher. Requests for camera trailers by outside area law enforcement agencies must be approved by an inspector of police or higher authority.
 - 1. The camera trailer can be used for any event, incident or venue where the use of surveillance cameras is deemed necessary. The primary function of a camera trailer is for use in large crowd settings or events, or where the need for off-site area surveillance is necessary.
 - 2. Requests for use shall be submitted via email to **REDACTED**

IV. CAMERA CONSIDERATIONS, OPERATION, AND RESPONSIBILITY

- A. Cameras can be deployed **REDACTED**
- B. Cameras shall not be deployed or removed unless two persons are present. The Fusion Division will deploy the camera trailer(s) with the assistance of the requesting work location.
- C. The Fusion Division will arrange for the installation of the trailer viewing software on either

a desktop or a mobile laptop at the requesting work location and will instruct users on camera and software operations.

- D. When the camera trailer is deployed by the Fusion Division, one camera will be aimed downward at the trailer itself. At least one camera must remain aimed at the trailer at all times to help protect the trailer from vandalism. This camera will be monitored continually by the user work location for the duration of the trailer deployment.
- E. In the event a trailer is deployed, but is no longer needed for surveillance, the work location remains responsible for monitoring the trailer until picked up by the Fusion Division.
- F. The Fusion Division will be responsible for all mechanical maintenance of and repairs to the trailers. The Information Technology Division is responsible for all software and technology repairs and maintenance of trailers, cameras, and associated equipment. If a trailer is damaged or becomes inoperable, the Fusion Division shall be notified immediately via email at **REDACTED**

A handwritten signature in black ink, appearing to read 'J.B.N.' with a stylized flourish extending to the right.

JEFFREY B. NORMAN
ACTING CHIEF OF POLICE

JBN:mfk