CITY OF OAKLAND

Privacy Advisory Commission

September 2, 2021 5:00 PM
Oakland City Hall
Teleconference
Meeting Agenda

***Commission Members**: **District 1 Representative**: Reem Suleiman, **District 2 Representative**: Chloe Brown, **District 3 Representative**: Brian Hofer, Chair, **District 4 Representative**: Lou Katz, **District 5 Representative**: Omar De La Cruz, **District 6 Representative**: Gina Tomlinson, **District 7 Representative**: Robert Oliver, **Council At-Large Representative**: Henry Gage III, Vice Chair **Mayoral Representative**: Heather Patterson*

Pursuant to the Governor's Executive Order N-29020, all members of the Privacy Advisory Commission as well as City staff will join the meeting via phone/video conference and no teleconference locations are required.

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1. Call to Order, determination of quorum

2. Open Forum/Public Comment

3. Review and approval of the draft June 2, June 9 Special Meeting and August meeting minutes

4. Surveillance Equipment Ordinance – OPD – Body Worn Camera impact report and proposed use policy – review and take possible action

CITY OF OAKLAND

Privacy Advisory Commission

June 4, 2021 5:00 PM
Videoconference
Meeting Minutes

***Commission Members**: **District 1 Representative**: Reem Suleiman, **District 2 Representative**: Chloe Brown, **District 3 Representative**: Brian Hofer, Chair, **District 4 Representative**: Lou Katz, **District 5 Representative**: Omar De La Cruz, **District 6 Representative**: Gina Tomlinson, **District 7 Representative**: Robert Oliver, **Council At-Large Representative**: Henry Gage III, Vice Chair **Mayoral Representative**: Heather Patterson*

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1. Call to Order, determination of quorum

Members Present: Hofer, Suleiman, Brown, Katz, De La Cruz, Tomlinson, Oliver, and Gage.

2. Open Forum/Public Comment

There was one public speaker: Assata Olugbala spoke about privacy at homeless encampments with concern about when encampments are removed. She also spoke about Lake Merritt concerns and how the NSA might impact privacy.

3. Review and approval of the draft May meeting minutes

The May Minutes were approved unanimously after two typographical errors were noted.

4. Surveillance Equipment Ordinance – DOT – Automated Speed Enforcement program – announcement of withdrawn proposal

OakDOT announced that due to AB550, the legislation at the State that would have authorized automated speed enforcement not forwarding out of the Appropriations Committee, the City will not be pursuing a Use Policy for this type of technology at this time.

5. Surveillance Equipment Ordinance - DOT –Chinatown Camera Grant – announcement of withdrawn proposal

OakDOT also announced that the proposal to fund surveillance cameras in partnership with the Chinatown Chamber of Commerce has been withdrawn. The funding that was earmarked by City Council will instead be used to enhance street lighting.

6. Surveillance Equipment Ordinance - OPD – presentation of Annual Reports – review and take possible action:

    a. ShotSpotter

Captain Jones with OPD presented the annual report on behalf of the department and Chair Hofer called for Public Comment. There were two public speakers:

Assata Olugbala spoke about the desire form people in the hill to have ShotSpotter extended to cover those areas but she does not believe it works and feels people need to know this.

Tracey Rosenberg spoke about the concern that ShotSpotter makes modifications to its data to support police departments as was cited in the case in Rochester, NY.

The Commission raised several issues with the report:

Member Katz noted that the data should be the ownership of the City, not ShotSpotter.

Member Oliver acknowledged the Rochester Case but also asked about efficacy, noting that section A in the report does not provide him quantifiable evidence that the system is worth the price. Captain Jones directed him to the section that indicated 121 victims that were found by OPD where no call had been made to dispatch. Member Oliver said that needs to be better explained in the report.

Member Gage raised concern that section E does not capture what the Commission is looking for, he asked about public concerns raised at PAC Meetings or Council meetings. Captain Jones noted he just looked at Internal Affairs complaints and can add more in this section. Bruce Stoffmacher noted that OPD did reach out to each Council Office to see if they had received complaints as well.

Member Suleiman noted that Section F needs greater specificity in regard to training, audits and how often/when they occur. The term "regularly" is too vague.

Chair Hofer raised concern about Section B noting a need for more detail and the fact that in that section the access given to ATF of the data is an ordinance violation.

Both Members Tomlinson and Brown noted that the vendor should be able to provide more information, especially about audits and that the department needs to show that audits did take place and that there was real compliance with the ordinance.

Captain Jones agreed to make the necessary revisions and the item was tabled to a Special Meeting on June 9th, 2021 and the meeting adjourned.

7. Surveillance Equipment Ordinance – OPD – Automated License Plate Reader impact report and proposed use policy – review and take possible action

This item was tabled to a future meeting due to time constraints.

8. Surveillance Equipment Ordinance--Alameda County Narcotics Taskforce (ACNTF) Surveillance Airplane – Use Police + Impact Report – review and take possible action

This item was tabled to a future meeting due to time constraints.

CITY OF OAKLAND

Privacy Advisory Commission

June 9, 2021 5:00 PM
Videoconference
Special Meeting Minutes

***Commission Members**: **District 1 Representative**: Reem Suleiman, **District 2 Representative**: Chloe Brown, **District 3 Representative**: Brian Hofer, Chair, **District 4 Representative**: Lou Katz, **District 5 Representative**: Omar De La Cruz, **District 6 Representative**: Gina Tomlinson, **District 7 Representative**: Robert Oliver, **Council At-Large Representative**: Henry Gage III, Vice Chair **Mayoral Representative**: Heather Patterson*

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1. Call to Order, determination of quorum

Members Present: Hofer, Suleiman, Katz, De La Cruz, Tomlinson, Gage.

2. Open Forum/Public Comment

There was one public speaker: Assata Olugbala spoke about OPD officers need to protect themselves and the ordinance against the use of military equipment could prevent them from having body armor and officers are resigning at a high rate.

3. Surveillance Equipment Ordinance - OPD – presentation of Annual Reports – review and take possible action: ShotSpotter

Deputy Chief Lindsey presented the revised report on behalf of OPD with Captain Jones available to offer input as well.

Member Katz had questions about how ShotSpotter gets permission to put sensors on poles and other locations. He also had questions about how reports from ShotSpotter come through—in regard to how the data is aggregated. DC Lindsey provided answers to his questions.

Chair Hofer noted (again) that the ordinance does not allow for the ATF access to the data and this section needs to be corrected. He also wanted to know about evidence that Officers are trained on the use Policy, not just the device. Captain Jones spoke about training on the policy.

Chair Hofer then made the below findings and motion:

Findings

O.M.C. 9.64.040 1 B requires that the Privacy Advisory Commission ("PAC") "shall recommend to the City Council that the benefits to the community of the surveillance technology outweigh the costs and that civil liberties and civil rights are safeguarded; that use of the surveillance technology cease; or propose modifications to the corresponding surveillance use policy that will resolve the concerns."

O.M.C. 9.64 et seq is hereafter called the "Ordinance."

OPD has, with multiple opportunities to revise this report, confirmed the following:

1. OPD has failed to provide information demonstrating that officers have been trained on the 2019 Use Policy.

2. OPD has failed to provide information demonstrating that arrests or convictions were accomplished as a direct result of ShotSpotter.

3. OPD has failed to audit Use Policy compliance.

4. OPD has failed to log ShotSpotter-derived information that it shared with third parties.

However, OPD's report states that:

1. *123 shooting victims were discovered due to a ShotSpotter alert, where no community member reported the shooting. OPD believes that the medical attention provided to the victims due to the quicker response caused by the alert likely led to several lives being saved.*
2. *69 weapons were seized.*

These benefits came at a technology cost of $592,010, plus the cost of staff time responding to 6,053 unique alerts during the 2020 calendar year.

By victim, the cost of this technology is $4,813 (excluding staff salary)

By weapon recovery, the cost of this technology is $8,580 (excluding staff salary)

The PAC finds that the cost of gun violence in our community comes at a higher cost than property damage, for but one example.

Waiver of O.M.C. 9.64.010 1 E – analysis of race

The PAC hereby waives the requirement that an analysis of the race of individuals subject to the use of such technology. Although some competing products presently capture such information, and ShotSpotter in the future may do so as well, at present OPD would have to somehow find each individual and either confirm their race themselves or ask individuals to self-identify. The probative value of such an exercise is less than the administrative burden, and it presents an unwarranted invasiveness into the individual's privacy interests. The Ordinance allows the PAC to unilaterally waive this obligation.

Motion

The PAC recommends that the City Council accept this annual report, and find that the benefits of using the ShotSpotter technology, which includes the provision of medical care to victims, outweighs the potential negative impact to our civil liberties and the cost of the technology.

The PAC further recommends that the City Council direct the City Administrator to direct OPD to immediately develop audit protocols for each piece of surveillance technology, in addition to protocols to track the use (and any benefits) of each piece of surveillance technology.

The motion passed unanimously and the meeting was adjourned.

CITY OF OAKLAND

Privacy Advisory Commission

August 5, 2021 5:00 PM
Videoconference
Meeting Minutes

***Commission Members**: **District 1 Representative**: Reem Suleiman, **District 2 Representative**: Chloe Brown, **District 3 Representative**: Brian Hofer, Chair, **District 4 Representative**: Lou Katz, **District 5 Representative**: Omar De La Cruz, **District 6 Representative**: Gina Tomlinson, **District 7 Representative**: Robert Oliver, **Council At-Large Representative**: Henry Gage III, Vice Chair **Mayoral Representative**: Heather Patterson*

Pursuant to the Governor's Executive Order N-29020, all members of the Privacy Advisory Commission as well as City staff will join the meeting via phone/video conference and no teleconference locations are required.

1. Call to Order, determination of quorum

2. Open Forum/Public Comment

There was one public speaker: Assata Olugbala raised concern about the day labor program and about the City's Lake Merritt weekend management strategies.

3. Surveillance Equipment Ordinance – DPW – Illegal Dumping Camera Surveillance program impact report and proposed use policy – review and take possible action

Victoria Chak presented on behalf of the Public Works Department (OPW) with assistance from Assistant Director David Ferguson, and the Operations Manager overseeing Keep Oakland Clean and Beautiful, Frank Foster. Chair Hofer started the conversation stating that he believes the cameras are automatically disqualified because they contain facial recognition technology. Lauren Spears for the camera vendor Verkata explained that the technology is not actually facial recognition and also can be disabled. This allowed the discussion to continue.

Victoria noted that staff is looking for guidance from the commission on data retention periods, data sharing between departments (such as if a camera catches a violent crime), what will the sharing authority be), and auditing. David Ferguson noted that the need is dire with the city seeing the number of illegal dumping cases going from 12,000 annually in 2011 to approximately 40,000 annually today.

Member Katz noted he liked that the City would own the data and the two-factor authentication built in. His concern is efficacy—will the cameras impact the problem.

Member Brown stated the Use policy is a good start but asked for more information on the following: The need to use this technology, the location and number of cameras, the fiscal cost, information on results such as the number of people caught/fined, and more details on mitigating the negative impact of mass surveillance.

Member Gage asked questions about what did not work in years past and the original vendor rep, Anthony Bastian, explained that there were connectivity and power issues in the field with the old cameras. Also, the internal management of the system was challenging as there were no dedicated staff to investigate and follow-up when the program was in the City Administrator's Office—the staff member had many other responsibilities. Now that it is in OPW, there are Environmental Enforcement Officers whose only job is to address illegal dumping.

As Members were asking additional questions staff provided a live view of a prototype that was installed at the location of a former old system. This immediately drew concern from the commission and staff because the ordinance does not allow for replacement technology of an existing use without a new Use Policy in place. (Note: OPW staff had the vendor remove that system the following day). *Commission agreed to create an ad hoc group to meet with staff and the vendor and return to a later meeting.*

There were three public speakers on this item:

Mary Forte spoke in favor of this technology due to the extreme amount of dumping in East Oakland but also indicated her opposition to facial recognition technology.
Oscar Yassin who questioned the prototype being placed and asked if this was a violation of the ordinance.
Assata Olugbala who stated that illegal dumping is a public health epidemic in East Oakland, urging the City to do something to address it.

4. Surveillance Equipment Ordinance - OPD – presentation of Annual Reports – review and take possible action:

    a. Automated License Plate Reader 2019
    b. Automated License Plate Reader 2020

Captain Figueroa introduced Carlo Beckman who has been hired from the tech sector by OPD to assist with policy development including repairing the system to allow for proper auditing. However, before getting into detail, Chair Hofer stated that the reports are still missing a lot of data and that there is 2019 data in the 2020 report. He also noted that the request for a waiver of collecting data on race cannot be in a report but needs to come as a separate item. He also noted that there can be no non-disclosure agreements with the vendor as per the ordinance. Member Oliver stated agreement with Chair Hofer's assessment.

There were two public speakers on the topic:

Assata Olugbala thanked the Commission for their work in holding OPD accountable.
Michael Katz-Lacabe stated he believes OPD does not take the ordinance seriously.

The Chair continued this item with the intent of polling members to fill an ad hoc but indicated his pessimism that he could find enough people to volunteer.

5. Surveillance Equipment Ordinance – OPD – Automated License Plate Reader impact report and proposed use policy – review and take possible action

This item was also continued and the meeting was adjourned.

OAKLAND POLICE DEPARTMENT

Surveillance Impact Report: Body-Worn Cameras

A. **Description:** *Information describing Body Worn Cameras (BWC) and how they work, including product descriptions and manuals from manufacturers.*

The Body Worn Camera (BWC) is a durable video camera meant to attach to a police officer's uniform (see ***Attachment A for Axon Body 3 Camera User Manual***). The BWC has an "on" and "off" button to allow personnel to record only during authorized and required uses. OPD BWC policy dictates that officers are to wear the BWCs on the front of their uniform or uniform equipment, as the primary recording location, to facilitate recording. The BWC may be temporarily moved from the primary location to facilitate recording in furtherance of a police objective. Upon completion of the objective, the BWC shall be returned to the primary recording location as soon as practical.

The BWC records video footage directly onto the solid-state internal storage unit when in recording "on" function. The BWC contains a solid-state computer storage unit capable of storing digital video files.

Axon has developed firearm holsters[1] that can activate BWCs when firearms are unholstered, even if an officer does not activate his/her BWC; this technology is useful, as situations where an officer must access his/her firearm may not leave time to also activate a BWC. Similarly, Axon also now provides "Axon Signal Video[2]," which is a system that connects fleet vehicles with the BWCs. OPD can configure the system so that triggers such as a vehicle siren will activate the BWC – whether or not an officer manually activates their BWC. These systems help officers focus on critical events and ensure greater compliance with BWC activation policies.

The Independent Monitor[3] has identified on-time activations of BWCs as critical to complying with the Federal Negotiated Settlement Agreement (NSA)[4] related to use-of-force tasks.

The new Axon proposal also utilizes "Evidence.com," Axon's secure cloud-based video storage system. Evidence.com (see ***Attachment C*** for user manual) is fully compliant with the Criminal Justice Information Services (CJIS) security standard. The system manages all digital evidence in a single location, including a much more efficient video analysis and secure sharing system – which will save the OPD hundreds if not thousands of hours annually of staff time. Currently, staff need to download footage to a DVD for each case that is charged by a District Attorney (DA)'s Office (sometimes this current process requires overtime for urgent cases).

[1] https://www.axon.com/products/axon-signal-sidearm

[2] https://global.axon.com/products/signal-vehicle

[3] https://www.oaklandca.gov/resources/opd-independent-monitoring-team-imt-monthly-reports-2

[4] More information about the NSA can be found here: https://www.oaklandca.gov/resources/oakland-police-negotiated-settlement-agreement-nsa-reports. An NSA Status Update Report is scheduled to the September 14, 2021 Public Safety Committee

Evidence.com allows OPD to share a link to specific footage with the District Attorney and Public Defender, or private attorney for the case. This streamlined internet-based data sharing system will result in a significant staff-time savings, which will allow staff to focus on other important projects. Other highlights of Evidence.com include:

- Transitioning of OPDs 10+ years of existing BWC data to a new platform (OPD needs to maintain its current data and integrate with a new platform for seamless search across past and future audio/video data. OPD has approximately 500 terabytes of existing audio video data from its use of BWCs – on both on-premises servers as well as with VIEVU-cloud BWC data storage. The Axon contract will allow OPD to migrate all this data onto the Evidence.com platform to have a continuous storage of all data on one platform.
- New OPD BWC audio/video footage storage.
- 3rd party evidence – in the case where OPD needs to add other video sources to a case file (e.g., video from community members or video from a business' security cameras).
- Automated, advanced redaction and object tracking – this advanced feature is important for the efficiency of staff time, saving personnel from more manual processes.
- Integration and auto-tagging with OPD's computer-aided dispatch (CAD) and Records Management System (RMS) to ensure video is properly categorized and retained. Automated tagging of video to assist officers when they must annotate BWC video after events where the BWC video was created.
- Direct link connection to the Alameda County District Attorney's Office – makes evidence sharing for prosecution cases much more efficient, saving personnel time (Alameda County District Attorney's Office personnel share relevant BWC footage and other evidence with a defendant's counsel pursuant to law and their policy).

B. Purpose: *How OPD intends to use BWC Technology*

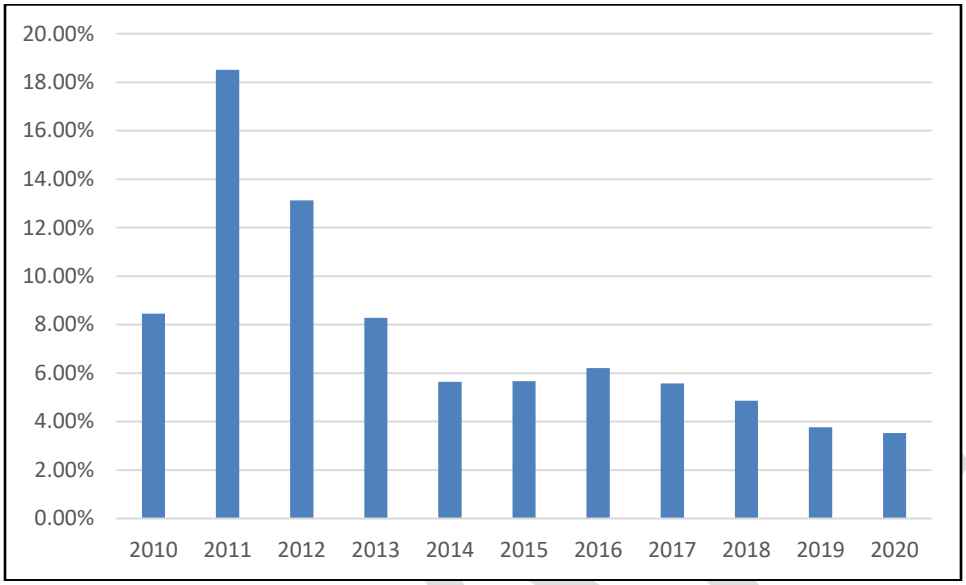
BWCs are used nationwide to increase public trust, transparency, and accountability for law enforcement. The use of BWCs allows OPD officers to document interactions with the public as officers conduct all manner of policing operations. They allow officers to record all activity occurring during police interactions so that a record of events is maintained by the Department. BWCs also create evidence that is useful in examining police conduct and policing protocols. BWC video is used as evidence in internal and criminal investigations. OPD continues to work with Stanford University in leading the country by using BWC video as a training tool, leading to groundbreaking research in police-community interactions.

BWCs offer the potential to increase accountability, reduce complaints, and increase trust between the police and the public. OPD has been a national leader in the evolution of BWC use among police agencies over the past ten plus years. The City of Oakland has garnered national attention for OPDs model program.

BWCs offer the potential for increased accountability and community trust through better transparency, corroborating of evidence, and training opportunities to advance professionalism among law enforcement personnel. The use of BWCs has also

increased the percentage of community complaints with resolutions. ***Figure 1*** below illustrates the decrease in "Not Sustained" findings in community complaints between 2010-2020.

Figure 1: "Not Sustained" Findings from OPD Community Complaints – 2010-2020



OPD's Internal Affairs Division (IAD) investigates all complaints received from the public. Complaints can relate to several categories of policing (e.g., observed conduct towards others, performance of duty, or officer demeanor or conduct). Following an investigation, the findings are as follows:

- Sustained: The investigation disclosed sufficient evidence to determine that the alleged conduct did occur and was in violation of law and/or Oakland Police Department rules, regulations, or policies.
- Exonerated: The investigation disclosed sufficient evidence to determine that the alleged conduct did occur, but was in accord with law and with all Oakland Police Department rules, regulations, or policies.
- Unfounded: The investigation disclosed sufficient evidence to determine that the alleged conduct did not occur. This finding also applies when individuals named in the complaint were not involved in the alleged act.
- Not Sustained: The investigation did not disclose sufficient evidence to determine whether or not the alleged conduct occurred.

C. Location: *The Locations and situations in which BWC Technology may be deployed or utilized.*

Officers may use BWCs anywhere where officers have jurisdiction to operate as sworn officers; however, there are specific prohibitions that preclude officers from using the cameras in certain situations. DGO I-15, part A.3 "Specific Prohibitions" explains that:

Members shall not intentionally use the BWC recording functions to record any personal conversation of, or between, another member without the recorded

member's knowledge.

Members shall not intentionally use the BWC to record at Department facilities where a reasonable expectation of privacy exists (e.g., bathrooms, locker rooms, showers) unless there is a legal right to record and a Departmental requirement to record.

D. Privacy Impact: *How is the BWC Surveillance Use Policy Adequate in Protecting Civil Rights and Liberties and whether BWCs are used or deployed, intentionally or inadvertently, in a manner that is discriminatory, viewpoint-based, or biased via algorithm.*

BWC technology provides video and audio documentation of policing activity in addition to the recollection and oral and written statements of officers, victims, and witnesses. BWCs provide OPD with an important tool to promote personnel accountability as well as policing transparency. Many community members support BWC usage because of the common understanding that the accountability derived from BWC-use promotes high quality procedurally just policing.

OPD recognizes that the use of BWC technology can raise privacy concerns, especially regarding the retention of video files, the fact that an accountability tool also captures members of the public during their everyday lives, and the uses of the footage by the Department and City. For example, there is concern that the use of BWC technology can capture people at their most vulnerable (such as after having been a witness to a violent crime) or that it may capture intimate parts of their personal lives (such as when officers respond to a residence for a call of a domestic violence incident). People also may have concerns about being recorded while peacefully gathering to assemble and/or legally protest political activity.

OPD Department General Order (DGO) I-15: Body Worn Camera, as explained in the Mitigation (Section 5 below) details how authorized personnel may only use BWC technology during certain conditions. DGO 1-15 also describes how BWCs will not be used during certain conditions so as to support the privacy of individuals during certain conditions (e.g. taking testimony from sexual assault victims). Furthermore, OPD policy requires that officers annotate each video file at the end of their work shift, so officers must justify their activity in which a video file was generated. Additionally, a log file is created whenever authorized personnel log into the BWC PVMS. The "need to know" access requirement (in Section E.5 "Prohibited Actions") for viewing files, the required video annotations, and the log files generated by viewing BWC files creates a multi-layered system to guard against the unauthorized access to video evidence.

E. Mitigations: *Specific, affirmative technical and procedural measures that will be implemented to safeguard the public from each of the impacts.*

OPD BWC policy provides several mitigations which limit the use of this audio and video technology. Firstly, OPD Department General Order (DGO) I-15: Body Worn Camera Program follows many of the recommendations set forth in California Penal Code 832.18, Best Practices on body-worn cameras worn by Peace Officers. Section A of the policy ("Purpose of the Technology") also provides clarity and direction for when BWCs can or cannot be used, or for when officer discretion is allowed. For example, BWC usage is required per policy during detentions and arrests; policy requires that BWCs be

deactivated during used to record statements from child abuse or sexual assault victims.

DGO I-15 explains that all BWC files are the property of the Oakland Police Department, and that the unauthorized use, duplication, editing, and/or distribution of BWC files is prohibited. Officers are assigned particular BWCs that each have serial numbers and upload video files that are automatically tagged to the assigned officer.

The OPD Information Technology Unit is designated as the Custodian of Record for all BWC data files. Officers cannot modify or delete video footage recorded from their BWCs, and once the BWCs are docked (at the end of a shift) the video is automatically uploaded to the video management system. Video footage is only accessible on a need-to-know basis per OPD policy. Personnel are not allowed to remove, dismantle or tamper with any hardware/software component or part of the BWC. OPD's BWC platform always requires double-layer authentication login (authorized personnel receive an email or text message code which must be entered as part of the login). Additionally, the BWC platform utilizes software that creates cryptographic files which would leave an evidence trail of any type of alteration of the video file.

OPD BWC Policy requires that all sergeants audit BWC videos involving certain arrests and incidents involving Use of Force, and they are required to assess performance and policy compliance during these reviews.

DGO I-15 D-1 articulates that members of OPD are not allowed to intentionally use the BWC recording functions to record any personal conversation of, or between another member without the recorded member's knowledge. This section also explains that personnel may not intentionally use the BWC to record at Department facilities where a reasonable expectation of privacy exists (e.g., bathrooms, locker rooms, showers) unless there is a legal right to record and a Departmental requirement to record. These rules serve to support the privacy of OPD members.

DGO I-15 Section H-2 explains that OPD will produce an annual report for the PAC and the Public Safety Committee. The annual report will provide numerous metrics related to the use of BWCs:

Protocols for the use of BWCs during certain interviews with victims and witnesses provides another policy mitigation to ensure public privacy. DGO 15 provides that officers shall not use BWCs during contact with victims and witnesses to possible sexual assault, domestic violence and/or child abuse.

OPD's BWC data retention policy, noted in DGO I.15.F.2 "Data Retention and Scheduled Deletion of Files" is as follows: "BWC files shall be retained for a period of two years unless it is required for:

1. A criminal investigation;
2. An administrative investigation;
3. Research;
4. Civil litigation;
5. Training; and/or
6. Review and possible release pursuant to Public Records Request

State law also provides mitigations in support of BWC and policing transparency. SB-1421 (Police Officer Release of Records), enacted in 2018, requires the public release of

BWC data related to the following:

- A report, investigation or findings of an incident involving the discharge of a firearm at a person by a peace officer or a custodial office
- A report, investigation or findings of an incident in which the use of force by a peace officer or a custodial officer against a person results in death or great bodily injury.
- Records relating to an incident in which a sustained finding was made by any law enforcement agency or oversight agency that a peace officer or custodial officer engaged in sexual assault involving a member of the public; and
- Records relating to an incident in which a sustained finding was made by any law enforcement agency or oversight agency of dishonesty by a peace officer or custodial officer directly relating to the reporting, investigation, or prosecution of a crime, or directly relating to the reporting of, or investigation of misconduct by, another peace officer or custodial officer, including but not limited to, any sustained finding of perjury, false statements, filing false reports, destruction of evidence or falsifying or concealing of evidence.

This law also restricts BWC data redaction to the following limited cases:

- Personal information; and
- Information to preserve the anonymity of complainants and witnesses.

OPD mitigates against improper public release of video footage with protocols outlined in DGO 15; BWC files are reviewed and released in accordance with federal, state, local statutes, and Departmental General Order M-9.1 (PUBLIC RECORDS ACCESS. However, OPD will also comply with the newly enacted Assembly Bill 749 (signed by Governor Edmund G. Brown, Jr. on September 30, 2018). This new law mandates that audio and visual recordings of "critical incidents" resulting in either the discharge of a firearm by law enforcement or in death or great bodily injury to a person from the UOF by a police officer to be made publicly available under the Public Records Act within 45 days of the incident, with certain exceptions.

F. **Data Types and Sources*****:*** *A list of all types and sources of data to be collected, analyzed, or processed by the surveillance technology, including "open source" data, scores, reports, logic or algorithm used, and any additional information derived therefrom.*

BWC data is composed of recordings of live video and sound footage of incidents where personnel activate there BWCs. The audio/video recordings utilize standard data file formats (e.g., mp4).

BWCs record digital video files. BWC video may contain images and voice recordings of members of the public who have been stopped by officers during regular police operations; videos may also contain images and voice recordings of individuals such as witnesses, victims of crimes and/or individuals being asked to provide information to officers related to criminal activity or suspected criminal activity. Videos may also contain information and voice recordings related to any activity where OPD personnel are required to activate BWCs as described above in Section #2 "Proposed Purpose."

G. Data Security: *Information about the steps that will be taken to ensure that adequate security measures are used to safeguard the data collected or generated by the technology from unauthorized access or disclosure.*

The current and planned future BWCs and cloud platform data management system allow for controls for how files are uploaded and archived. The current VIEVU system provides restriction controls that limit BWC video file access to only authorized OPD personnel. OPD historically used an "on-premises" server back-up system to maintain all BWC video files; OPD has since switched to a cloud-based system with VIEVU. OPD will switch to the Axon evidence.com cloud storage solution.

Evidence.com is a modern BWC data management platform. The system offers many data security protocols such as:

- **Authentication**
  - Customizable password length and complex password requirements
  - Customizable failed login limit and lockout duration
  - Enforced session timeout settings
  - Mandatory challenge questions when authenticating from new locations
  - Multi-factor authentication options for user login and prior to administrative actions (one time code via SMS or phone call-back)
  - Restrict access to defined IP ranges (limit access to approved office locations)
- **Authorization and Permissions**
  - Granular role-based permission management
  - Application permission management (for example, allow specific users to use the web-based interface, but not a mobile application)
  - Integration with directory services for streamlined and secure user management
- **Auditing and User Reporting and Management**
  - Detailed, tamper-proof administrator and user activity logging
  - Intuitive administration web portal to manage users, permissions and roles
- **Secure Sharing**
  - Intra-agency, inter-agency and external evidence sharing without data transfer, data duplication, physical media or email attachments
  - Detailed chain-of-custody logging when sharing
  - Revoke access to previously shared content
  - Prevent a recipient of shared content from downloading or re-sharing evidence
- **Encryption**
  - Data Encryption in Transit:
    - FIPS 140-2 validated: Axon Cryptographic Module (cert #2878)
    - TLS 1.2 implementation with 256 bit connection, RSA 2048 bit key, Perfect Forward Secrecy
  - Evidence Data Encryption at Rest:
    - CJIS Compliant, NSA Suite B 256 bit AES encryption

These policies help to ensure that OPD BWC video footage remains well secured on BWCs and OPD and/or Axon servers; all video footage is the property of OPD and OPD does not share video footage with other organizations. Axon BWCs encrypt video data both within the BWC as well as in the cloud-based storage system for

data security.

H. **Fiscal Cost:** *The fiscal costs for the surveillance technology, including initial purchase, personnel and other ongoing costs, and any current or potential sources of funding.*

The table below outlines the annual combined cost for the BWCs as well as Axon electronic control weapons (ECW) (see ***Attachment B*** for user manual), and evidence.com storage system each year ($1,604,550) as well as the separate annual cost for the interview room cameras and integration with evidence.com ($33,955). A significant part of this contract is for the ECWs; however, Axon is offering the combined products as a package price. While staff cannot specifically disentangle only the BWC costs, especially as the evidence.com cloud storage system serves for both the BWC data needs as well as the ECW and interview room camera data storage needs, the package does include discounts that make obtaining both of these necessary technologies more affordable for the City.

Year	BWC, ECW, and Evidence.com
2022	$1,604,550
2023	$1,604,550
2024	$1,604,550
2025	$1,604,550
2026	$1,604,550
Total	**$8,022,750**

I. **Third Party Dependence:** *Whether use or maintenance of BWC technology will require data gathered by the technology to be handled or stored by a third-party vendor on an ongoing basis.*

OPD is reliant upon the BWC vendor for data storage and management. OPD currently uses VIEVU brand BWCs and is reliant upon the Axon-purchased VIEVU data cloud storage system, for BWC maintenance and data storage. Historically, police agencies could opt to store BWC data on standard computer servers. However, contemporary platforms provide video character tagging and search analysis tools that cannot be easily purchased and maintained as stand-alone products. Axon has increasingly become a leader in BWC and video evidence, as well as with their ECW system technology. Axon was a bidder in OPD's 2016 BWC Request for Proposal process. In 2018, Axon purchased VIEVU from Safariland, its former corporate owner. Axon is now the global leader in BWC technology and a leader in providing an integrated BWC and easily searchable video evidence storage system (OPD already uses evidence.com for ECW taser use data management). Furthermore, evidence.com also provides data-secure procedures for data sharing with other agencies (e.g., the District Attorney's Office) as described in Section A above. These technologies promise to provide much greater efficiency to OPD and free staff from many hours of manual data tagging, downloading, and data sharing tasks. Therefore, OPD is recommending a new contract for Axon for BWC, tasers, and the BWC / taser evidence.com data management system.

J. **Alternatives Considered:** *A summary of all alternative methods considered in-lieu of BWC, including the costs and benefits associated with each alternative and an explanation of the reasons why each alternative is inadequate*

OPD officers and investigators rely primarily on traditional policing techniques to gather evidence related to criminal investigations such as speaking to witnesses and suspects, gathering information from observations, and using standard data aggregation systems. These methods will continue to be employed as primary investigative tools that will be supplemented by use of BWCs to document police activity.

BWC technology provides video and audio documentation of policing activity in addition to the oral and written statements of officers, victims, and witnesses. Alternatives to the use of BWCs would be vehicle-based cameras, audio recording only, and/or not utilizing BWCs, among other possible policy and technology changes. Another alternative would be for officers to rely more upon their own memory and simply not have a recording of numerous types of police encounters. Staff does not recommend such an alternative as the oversight and accountability provided by BWC usage would be lost.

However, OPD sees the use of BWCs as an integral strategy to ensuring that officers use procedurally just strategies and to ensure compliance with how officers interact with members of the public. The video and audio files generated using BWCs provide an important record of police encounters which can be reviewed against statements made by officers and members of the public. OPD's BWC usage provides a layer of accountability and transparency for OPD as well as for all Oakland residents and visitors.

K. **Track Record of Other Entities:** *A summary of the experience (if any) other entities, especially government entities, have had with the proposed technology, including, if available, quantitative information about the effectiveness of the proposed technology in achieving its stated purpose in other jurisdictions, and any known adverse information about the technology (such as unanticipated costs, failures, or civil rights and civil liberties abuses).*

Scores of police agencies have now adopted BWCs as a tool to promote officer accountability. Many departments have developed their own usage policies which may include standards for required officer use, supervisory review, storage and data retention standards, and internal and public access.

A report for the U.S. Bureau of Justice Administration[5] cites a 2013 Rialto, CA study that showed that the use of BWCs led to a 59 percent decrease in UOF and an 87.5 percent decrease in citizen complaints. Likewise, the Mesa, AZ report noted in "Impact" Section above also points to large decreases in UOF and citizen complaints.

The 2017 Police Body Worn Cameras: A Policy Scorecard[6] provides an analysis of how

[5] https://www.bja.gov/bwc/pdfs/14-005_Report_BODY_WORN_CAMERAS.pdf - pages 6-8
[6] https://www.bwcscorecard.org/

scores of different police agencies have employed BWCs through the following metrics:

- Is the policy available for the public?
- Limits on officer discretion for when to record;
- Does the policy address personal privacy concerns?
- Are there prohibitions on officer pre-report viewing?
- Is there a specific data-retention policy?
- Policies for tampering with video footage;
- Is footage available to individuals filing complaints?; and
- Are there limits against biometric data analysis?

In 2017, the California Legislature passed AB 1516, which amended the Penal Code to establish "policies and procedures to address issues related to the downloading and storage data recorded by a body-worn camera worn by a peace officer." These were based on best practices, and the law (Penal Code 832.18) states that "When establishing policies and procedures for the implementation and operation of a body-worn camera system, law enforcement agencies, departments, or entities shall consider the following best practices regarding the downloading and storage of body-worn camera data".

During creation of the BWC Use Policy (proposed DGO I-15), OPD did consider each of the legislature's best practice recommendations.

Approved as to Form and Legality

City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

RESOLUTION AUTHORIZING THE OAKLAND POLICE DEPARTMENT (OPD) TO DELETE BODY WORN CAMERA DATA THREE OR MORE YEARS OLD UNLESS SPECIFICALLY EXEMPTED AND AMENDING THE CITY'S RECORDS RETENTION SCHEDULE TO ALLOW DELETION OF BODY WORN CAMERA DATA THREE OR MORE YEARS OLD UNLESS SPECIFICALLY EXEMPTED ON AN ONGOING BASIS

WHEREAS, OPD was an early adopter of Body Worn Cameras (BWCs), using them since 2010; and

WHEREAS, OPD has never intentionally deleted any BWC data, accumulating 800 terabytes; and

WHEREAS, OPD has reached its maximum storage capacity for BWC data and now faces costly upgrades to continue accumulating such data; and

WHEREAS, OPD policy and California law state that BWC data must be retained for a minimum of two years; and

WHEREAS, the City of Oakland record retention schedule does not address storage of BWC data; and

WHEREAS, storing BWC data for three years would allow OPD appropriate access to such data and an opportunity to identify BWC data that should be retained for a longer period; and

WHEREAS, BWC data that is needed for criminal investigations, internal affairs investigations, research, civil litigation, training, or other departmental need will be retained as long as it is needed, which will generally exceed three years; now, therefore be it

RESOLVED: That OPD is authorized to delete existing BWC data three or more years older unless such data is to be retained under an exemption; and be it

FURTHER RESOLVED: Data that is needed for criminal investigations, internal affairs investigations, research, civil litigation, training, or other departmental need is exempted from deletion due to being three or more years old; and be it

FURTHER RESOLVED: Data that is exempted from deletion due to being three or more years old shall be deleted when no longer needed; and be it

FURTHER RESOLVED: The City of Oakland record retention schedule is amended to incorporate BWC data; and be it

FURTHER RESOLVED: The City of Oakland record retention schedule specifies that BWC data that is three or more years old shall be deleted unless exempted; and be it

FURTHER RESOLVED: The City of Oakland record retention schedule specifies that BWC data that is three or more years old shall be exempted from deletion if needed for criminal investigations, internal affairs investigations, research, civil litigation, training, or other departmental need; and be it

FURTHER RESOLVED: The City of Oakland record retention schedule specifies that BWC data that is exempted from deletion due to being three or more years old shall be deleted when no longer needed.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLÉN, KALB, KAPLAN AND PRESIDENT REID

NOES –

ABSENT –

ABSTENTION –

ATTEST:_____
LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-325101-44424.862BR

Issued: 08/16/2021

Quote Expiration: 09/30/2021

EST Contract Start Date: 12/01/2021

Account Number: 106910

Payment Terms: N30
Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Delivery-455 7th St 455 7th St Oakland, CA 94607-3940 USA	Oakland Police Dept. - CA 455 7th St Oakland, CA 94607-3940 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Ben Rubke Phone: +1 4153149573 Email: brubke@axon.com Fax:	Paul Figueroa Phone: (510) 777-3333 Email: pfigueroa@oaklandca.gov Fax: (510) 750-4581

Program Length	60 Months
TOTAL COST	$8,022,750.00
ESTIMATED TOTAL W/ TAX	$8,527,730.97

Bundle Savings	$1,850,814.66
Additional Savings	$889,295.14
TOTAL SAVINGS	$2,740,109.80

PAYMENT PLAN

PLAN NAME	INVOICE DATE	AMOUNT DUE
Year 1	Nov, 2021	$1,604,550.00
Year 2	Nov, 2022	$1,604,550.00
Year 3	Nov, 2023	$1,604,550.00
Year 4	Nov, 2024	$1,604,550.00
Year 5	Nov, 2025	$1,604,550.00

BILLED ON FULFILLMENT		
PLAN NAME	**INVOICE DATE**	**AMOUNT DUE**
None	As Fulfilled	$0.00

Quote Details

Bundle Summary

Item	Description	QTY
ProLicense	Pro License Bundle	20
OSP7	2021 - OFFICER SAFETY PLAN 7	786
AB3C	AB3 Camera Bundle	786
AB3MBD	AB3 Multi Bay Dock Bundle	99

Individual Items USD

Category	Item	Description	QTY	List Unit Price	Tax	Net Unit Price	Total(USD)
Other	80190	Evidence.com Channel Services	1	$5,000.00		$0.00	$0.00
Other	80223	INACTIVE CHANNEL LICENSE	1	$5,000.00		$0.00	$0.00
Other	80190	Evidence.com Channel Services	1	$5,000.00		$0.00	$0.00
Other	80223	INACTIVE CHANNEL LICENSE	1	$5,000.00		$0.00	$0.00
Other	73684	10 GB EVIDENCE.COM ARCHIVAL A-LA-CART STORAGE	48000	$4.20		$0.00	$0.00
Other	85055	AXON FULL SERVICE	1	$17,000.00	$0.00	$17,000.00	$17,000.00
Other	73682	AUTO TAGGING LICENSE	786	$540.00	$0.00	$540.00	$424,440.00
Other	79999	AUTO TAGGING / PERFORMANCE IMPLEMENTATION SERVICE	1	$2,000.00	$0.00	$2,000.00	$2,000.00

Bundle: AB3 Camera Bundle Quantity: 786 Start: 12/1/2021 End: 11/30/2026 Total: 549414 USD

Category	Item	Description	QTY	List Unit Price	Tax	Net Unit Price	Total(USD)
Camera	73202	AXON BODY 3 - NA10	786	$699.00	$56,314.94	$699.00	$549,414.00
Spare Camera	73202	AXON BODY 3 - NA10	26	$0.00	$0.00	$0.00	$0.00
Camera Mount	74020	MAGNET MOUNT, FLEXIBLE, AXON	786	$0.00	$0.00	$0.00	$0.00

		RAPIDLOCK					
USB	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	786	$0.00	$0.00	$0.00	$0.00
Spare Mounts	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	26	$0.00	$0.00	$0.00	$0.00
Spare USB	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	26	$0.00	$0.00	$0.00	$0.00

Bundle: AB3 Multi Bay Dock Bundle Quantity: 99 Start: 12/1/2021 End: 11/30/2026 Total: 152351.1 USD

Category	Item	Description	QTY	List Unit Price	Tax	Net Unit Price	Total(USD)
Dock	74210	AXON BODY 3 - 8 BAY DOCK	99	$1,495.00	$15,170.48	$1,495.00	$148,005.00
Power Cord	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	99	$0.00	$0.00	$0.00	$0.00
Wall Mount	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	99	$43.90	$445.48	$43.90	$4,346.10

Bundle: 2021 - OFFICER SAFETY PLAN 7 Quantity: 786 Start: 12/1/2021 End: 11/30/2026 Total: 6830744.9 USD

Category	Item	Description	QTY	List Unit Price	Tax	Net Unit Price	Total(USD)
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	786	$1,877.05	$0.00	$1,877.05	$1,475,364.16
Viewer License	73687	EVIDENCE.COM VIEWER LICENSE	7	$240.65	$0.00	$240.65	$1,684.54
Device Storage	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	786	$1,155.11	$0.00	$305.63	$240,221.27
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	7860	$19.25	$0.00	$19.25	$151,319.40
Respond	73449	RESPOND DEVICE LICENSE	786	$240.65	$0.00	$240.65	$189,149.25
Standards	73638	STANDARDS ACCESS LICENSE	786	$433.17	$0.00	$433.17	$340,468.65
Signal Sidearm Kit	75015	SIGNAL SIDEARM KIT	786	$199.74	$16,091.88	$199.74	$156,993.88
Signal Sidearm Batteries	71044	BATTERY, SIGNAL SIDEARM, CR2430 SINGLE PACK	1572	$0.80	$129.22	$0.80	$1,261.00
Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	786	$458.70	$36,955.10	$458.70	$360,537.39
Camera Refresh 1 with Spares	73309	AXON CAMERA REFRESH ONE	812	$605.63	$50,406.63	$605.63	$491,772.01
Camera Refresh 2 with Spares	73310	AXON CAMERA REFRESH TWO	812	$633.71	$52,743.38	$633.71	$514,569.39
Warranty	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	99	$825.42	$8,375.95	$825.42	$81,716.81
Multi-bay Dock Refresh 1	73689	MULTI-BAY BWC DOCK 1ST REFRESH	99	$1,291.48	$13,105.25	$1,291.48	$127,856.23
Multi-bay Dock Refresh 2	73688	MULTI-BAY BWC DOCK 2ND REFRESH	99	$1,351.64	$13,715.75	$1,351.64	$133,812.27
Spare Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	26	$458.70	$1,222.43	$458.70	$11,926.17
Holsters	20160	TASER 7 HOLSTER - SAFARILAND, RH+CART CARRIER	786	$64.17	$5,170.09	$64.17	$50,439.80
HALT Suit	20050	HOOK-AND-LOOP TRAINING (HALT) SUIT	4	$601.62	$246.65	$601.62	$2,406.48

Handle License	20248	TASER 7 EVIDENCE.COM LICENSE	786	$240.65	$0.00	$240.65	$189,149.25
Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	2358	$30.48	$7,367.34	$30.48	$71,876.72
Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	2358	$30.48	$7,367.34	$30.48	$71,876.72
Handles	20008	TASER 7 HANDLE, YLW, HIGH VISIBILITY (GREEN LASER), CLASS 3R	786	$1,379.71	$111,156.72	$1,379.71	$1,084,455.71
Inert Cartridges	22179	TASER 7 INERT CARTRIDGE, STANDOFF (3.5-DEGREE) NS	50	$39.31	$201.47	$39.31	$1,965.29
Inert Cartridges	22181	TASER 7 INERT CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	50	$39.31	$201.47	$39.31	$1,965.29
Admin License	20248	TASER 7 EVIDENCE.COM LICENSE	2	$240.65	$0.00	$240.65	$481.30
Taser 7 Target	80087	TASER 7 TARGET, CONDUCTIVE, PROFESSIONAL (RUGGEDIZED)	11	$120.32	$135.68	$120.32	$1,323.56
Spare Handles	20008	TASER 7 HANDLE, YLW, HIGH VISIBILITY (GREEN LASER), CLASS 3R	26	$0.00	$0.00	$0.00	$0.00
Taser 7 Target Frame	80090	TARGET FRAME, PROFESSIONAL, 27.5 IN. X 75 IN., TASER 7	11	$60.16	$67.84	$60.16	$661.78
Training Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Live Cartridges	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Batteries	20018	TASER 7 BATTERY PACK, TACTICAL	943	$68.99	$6,668.00	$68.99	$65,053.55
Master Instructor Course Vouchers	20119	TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER	1	$1,199.23	$0.00	$1,199.23	$1,199.23

Master Instructor Course Vouchers	20119	TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER	1	$1,199.23	$0.00	$1,199.23	$1,199.23
Master Instructor Course Vouchers	20119	TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER	1	$1,199.23	$0.00	$1,199.23	$1,199.23
Master Instructor Course Vouchers	20119	TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER	1	$1,199.23	$0.00	$1,199.23	$1,199.23
Master Instructor Course Vouchers	20119	TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER	1	$1,199.23	$0.00	$1,199.23	$1,199.23
Training Halt Cartridges	22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Halt Cartridges	22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Halt Cartridges	22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Training Halt Cartridges	22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS	1572	$30.48	$4,911.58	$30.48	$47,917.81
Instructor Course Vouchers	20120	TASER 7 INSTRUCTOR COURSE VOUCHER	8	$300.81	$0.00	$300.81	$2,406.48
Instructor Course Vouchers	20120	TASER 7 INSTRUCTOR COURSE VOUCHER	8	$300.81	$0.00	$300.81	$2,406.48
Instructor Course Vouchers	20120	TASER 7 INSTRUCTOR COURSE VOUCHER	8	$300.81	$0.00	$300.81	$2,406.48
Instructor Course Vouchers	20120	TASER 7 INSTRUCTOR COURSE VOUCHER	8	$300.81	$0.00	$300.81	$2,406.48
Instructor Course Vouchers	20120	TASER 7 INSTRUCTOR COURSE VOUCHER	8	$300.81	$0.00	$300.81	$2,406.48
Docks	74200	TASER 7 6-BAY DOCK AND CORE	8	$1,203.24	$986.65	$1,203.24	$9,625.92
Dock Mount	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	8	$35.21	$28.88	$35.21	$281.72
Dock Power Cord	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	8	$8.38	$6.84	$8.38	$67.06
Duty Cartridge Replenishment Program	20246	TASER 7 DUTY CARTRIDGE REPLACEMENT LICENSE	786	$120.32	$9,693.88	$120.32	$94,574.63
Other	80395	EXT WARRANTY, TASER 7 HANDLE	786	$245.66	$19,791.71	$245.66	$193,089.86
Other	80395	EXT WARRANTY, TASER 7 HANDLE	26	$245.66	$654.65	$245.66	$6,387.20
Other	80374	EXT WARRANTY, TASER 7 BATTERY PACK	943	$16.51	$1,595.68	$16.51	$15,567.46
Other	80396	EXT WARRANTY, TASER 7 SIX BAY DOCK	8	$245.66	$201.47	$245.66	$1,965.29

Bundle: Pro License Bundle Quantity: 20 Start: 12/1/2021 End: 11/30/2026 Total: 46800 USD

Category	Item	Description	QTY	List Unit Price	Tax	Net Unit Price	Total(USD)
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	20	$2,270.15	$0.00	$2,270.15	$45,402.99
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	$23.28	$0.00	$23.28	$1,397.01

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/16/2021

DEPARTMENTAL GENERAL ORDER

I-15: BODY WORN CAMERA PROGRAM

Effective Date: XX MMM YY
Coordinator: Information Technology Unit

OPD strives to use technology that promotes accountability and transparency. OPD uses a Body Worn Camera (BWC) system to document the actions of sworn members during field operations. OPD seeks to balance the benefits provided by digital documentation with the privacy rights of individuals who may be recorded during the course of legal and procedurally just public interactions.

The intent of this policy is to set forth Departmental policy and procedures for the BWC system. OPD has adopted BWC technology because of its usefulness in capturing audio/video evidence and enhancing the Department's ability to conduct criminal investigations, administrative investigations, and review of police procedures and tactics.

A. GENERAL PROVISIONS

A - 1. Assignment of BWCs

All members in an assignment with primarily field-based responsibilities, as determined by the Chief of Police (COP), shall be assigned a BWC for the duration of the assignment. Other members, as determined by the COP, may also be assigned a BWC.

A - 2. General Provisions

The following provisions apply to the BWC program at all times:

1. All members assigned a BWC shall carry and use the BWC in accordance with the provisions of this order.
2. All BWC files are the property of the Oakland Police Department.
3. The OPD Information Technology Unit is designated as the Custodian of Record for all BWC data files.

A - 3. Specific Prohibitions

Members shall follow the expressed prohibitions regarding the BWC system:

1. Unauthorized use, duplication, editing, and/or distribution of BWC files is prohibited.
2. Members shall not delete any BWC file, except as specified in this policy.
3. Members shall not remove, dismantle or tamper with any hardware/software component or part of the BWC.
4. Members are prohibited from wearing or using personally owned video recording devices in place of or in conjunction with an assigned BWC.

5. Members shall not intentionally use the BWC recording functions to record any personal conversation of, or between, another member without the recorded member's knowledge.

6. Members shall not intentionally use the BWC to record at Department facilities where a reasonable expectation of privacy exists (e.g., bathrooms, locker rooms, showers) unless there is a legal right to record and a Departmental requirement to record.

B. USE OF BWC BY ASSIGNED USERS

B - 1. BWC Placement

The position of the BWC when activated by OPD members may impact the clarity and sound of video files and could limit the quality of video and audio collected. Members shall position and securely attach the BWC to the front of their uniform or uniform equipment, as the primary recording location, to facilitate recording.

The BWC may be temporarily moved from the primary location to facilitate recording in furtherance of a police objective. Upon completion of the objective, the BWC shall be returned to the primary recording location as soon as practical.

B - 2. Function Check and Standby Mode Prior to Shift

Members utilizing a BWC shall test the equipment and place the BWC in stand-by mode so that the camera's buffer function is activated prior to every shift.

If a member's camera is not functional, or breaks during the shift, members shall – absent exigent circumstances – turn in the non-functional camera, notify their supervisor, and be assigned a new camera by a supervisor or authorized user as soon as possible.

B - 3. Battery Maintenance

Members shall ensure their BWC battery is fully charged at the beginning of their shift.

B - 4. Required Activation

Activation is turning the audio and visual recording of the BWC on. Activation saves a 30 second video-only clip (no audio) of what the camera captured prior to activation.

Members assigned a BWC shall activate it prior to participating in any of the following circumstances:

1. Contacts with a person to confirm or dispel a suspicion that the person may be involved in criminal activity as a suspect

2. Detentions and arrests

3. Assessment or evaluation for a psychiatric detention pursuant to Welfare and Institutions Code § 5150
4. Engaging in or trailing a vehicle pursuit as defined in DGO J-04, *Pursuit Driving*
5. Serving a search or arrest warrant
6. Conducting any search of a person or property
7. Transporting any detained or arrested person (members working as the prisoner wagon transport officer may deactivate their BWC during transport if they are transporting persons in the separate prisoner wagon compartment).
8. Incidents where a department member is involved in a vehicle collision while utilizing a department vehicle, the member is wearing a BWC, and it is practical and safe to do so.

B - 5. Deactivation of the BWC

Once activated pursuant to B-4, members shall not deactivate their BWC until one of the following occurs:

1. Their involvement in the contact, detention, search, or arrest has concluded
2. The contact, detention, or arrest becomes a hospital guard
3. They receive an order from a higher-ranking member
4. They are discussing administrative, tactical, or law enforcement sensitive information away from non-law enforcement personnel
5. They are at a location where they are not likely to have interaction or a chance encounter with the suspect (e.g. outer perimeter post, traffic control post, etc.)
6. They reasonably believe the recording at a hospital may compromise patient confidentiality
7. A pursuit has been terminated and the member performs the required terminating action as specified in DGO J-04 or notifies the Communications Division that they are back in service (909)
8. They are interviewing a prospective informant for the purpose of gathering intelligence. At the conclusion of the interview, the BWC shall be re-activated until no longer required by policy
9. They are meeting with an undercover officer. At the conclusion of the interview, the BWC shall be re-activated until no longer required by policy.

If circumstances arise requiring re-activation members shall re-activate pursuant to B-4, above.

B - 6. When BWC Activation is Not Required

BWC activation is not required under any of the following circumstances:

1. Members taking a report when available information indicates the suspect is not on scene
2. During any meetings with a Confidential Informant as defined in DGO O-04, *Informants*
3. Members on a guard assignment at a police, medical, psychiatric, jail, or detention facility. Members shall assess the circumstances (e.g. suspect's demeanor/actions, spontaneous statements, etc.) of each guard assignment, on a continuing basis, to determine whether to discretionarily activate or de-activate their BWC.

B - 7. Recording Statements with BWC

Members are authorized to use the BWC to record statements in lieu of a written statement. BWC statements shall not be used to record statements from child abuse or sexual assault victims.

Members taking BWC statements shall follow the BWC statement guide set forth in Report Writing Manual S-01.

B - 8. BWC Use Documentation

Members are required to document all activations of their BWC, except for tests or accidental recordings. Documentation shall be made in at least one of the following reports, as appropriate:

1. Crime Report
2. Consolidated Arrest Report or Juvenile Record
3. Field Interview Report
4. CAD notes, or
5. Use of Force Report.

Delayed or non-activations of the BWC, when activation was required by policy, shall be documented in the appropriate report and reported to the member's supervisor.

B - 9. Data Upload

Members shall upload BWC data files (videos) at the end of and, if needed, during their shift to ensure storage capacity is not exceeded.

B - 10. Annotation of BWC Files

All members shall annotate BWC data files (videos) daily, or, if not feasible, by the end of the member's next regularly scheduled workday. The following information shall be annotated on every BWC data file:

1. Report number associated with the incident recorded; or
2. Incident number (if there is no report number associated with the incident being recorded)
3. The type of incident (e.g., car stop, use of force, arrest, etc.) using the appropriate drop-down or select field.

If neither report number nor incident number exists, members shall write a brief description of the incident in the "comments" field.

Members are authorized to view their video in order to identify the file for annotation unless otherwise prohibited by policy.

During incidents that require exceptional resources or large-scale activation of Department members (e.g. natural disaster), the incident commander may approve delayed annotation of BWC files except in cases that require an investigative call-out. The incident commander shall document any such orders in the appropriate after-action report.

B - 11. Discretionary Activation and De-Activation

Members may use their own discretion when deciding to activate or de-activate their BWC when not required to activate or prohibited from activation as described above.

C. VIEWING OF BWC FILES

C - 1. User Review of Their Own BWC Files

Members are authorized to review their own BWC recordings to properly identify the data files, refresh their memory regarding an incident, or any other work-related purpose, unless otherwise prohibited by policy.

Personnel viewing any video file shall document the reason for access in the "Comments" field of each video file viewed. The entry shall be made either prior to viewing the video or immediately after viewing the video.

C - 2. When Members are Prohibited from Reviewing BWC Files

1. Members designated as involved in a Level 1 Investigation.

   Members who are involved in a Level 1 Investigation, as determined by the BOI Deputy Chief or designee, are prohibited from reviewing their BWC files until the Level 1 investigator allows the review pursuant to section D-7.

2. Criminal Investigation of a Member.

   Personnel who are the subject of a criminal investigation may not view any audio/video recordings related to the incident except upon approval, as specified below, by the CID or IAD Commander.

3. Administrative Investigation of a Member.

Personnel having received notification (Complaint Notification Report [CNR]) from the IAD and who are considered to be a subject or witness officer, may not view any audio/video recordings related to the incident except upon approval, as specified below, by the IAD Commander.

C - 3. Supervisor and Command Viewing of Subordinate BWC Files

Supervisors and commanders are authorized to review their own BWC video files, all video files of their subordinates and, as necessary to complete required duties, any associated video files of non-subordinate members, unless otherwise prohibited by policy.

C - 4. Review of BWC Files by Criminal Investigation Personnel

Personnel assigned to CID or other investigatory units are authorized to view any BWC video file associated to their active investigations, unless otherwise prohibited by policy.

Investigators conducting criminal investigations shall:

1. Advise the Project Administrator (see **G-1**) or a System Administrator (see **G-2**) to restrict public disclosure of the BWC file in criminal investigations, as necessary;

2. Review the file to determine whether the BWC file is of evidentiary value and process it in accordance with established protocols; and

3. Notify the System Administrator to remove the access restriction when the criminal investigation is closed.

C - 5. Use of BWC Files for Training

Training staff is authorized to view BWC files regarding incidents which may serve as learning or teaching tool. A BWC file may be utilized as a training tool for individuals, specific units, or the Department as a whole. A recommendation to utilize a BWC file for such purpose may come from any source.

A person recommending utilizing a BWC file for training purposes shall submit the recommendation through the chain-of-command to the Training Section Commander.

The Training Section Commander shall review the recommendation and determine how best to utilize the BWC file considering the identity of the person(s) involved, sensitivity of the incident, and the benefit of utilizing the file versus other means.

D. ACCOUNTABILITY AND INTERNAL INVESTIGATION REVIEWS

D - 1. Review Considerations for all Supervisor or Commander Reviews of BWC

As set forth in section D of this policy, supervisors and commanders have the ability to review their subordinates BWC recordings during the course of normal supervision, and have the obligation to review certain recordings pertaining to specific events. In addition to required assessments during other reviews, all BWC recording reviews by supervisors and commanders shall follow these guidelines:

1. Supervisor and command review of subordinate BWC recordings shall include an assessment of:
   a. Officer performance and training needs;
   b. Policy Compliance, including compliance with the provisions of this policy; and
   c. Consistency between written reports and video files.
2. When a member does not activate or de-activate their BWC as required by policy, supervisors and commanders shall determine if the delayed or non-activation was reasonable, based upon the circumstances.

   If the supervisor or commander determines that the delay or non-activation was reasonable, they shall document the justification in the appropriate report. If no report is generated, this shall be documented in an SNF for the officer. The supervisor's commander shall be advised, and their name noted in the SNF.
3. Supervisors, commanders, and managers who discover Class II misconduct during the review of BWC video, that does not indicate a pattern of misconduct, may address the Class II misconduct through non-disciplinary corrective action. Supervisors shall, at a minimum, document any Class II violation of this policy in an SNF for the officer.

D - 2. Supervisor Random Accountability Review

In addition to other required video recording reviews, all supervisors shall conduct a random review of at least one BWC recording for each of their subordinates on a monthly basis. Supervisors shall ensure that each selected recording has a minimum length of ten (10) minutes.

D - 3. Supervisor Specified Incident Review

In addition to other required video recording reviews, all supervisors shall:

1. Conduct a review of relevant BWC recordings of the arresting officer(s) involving:
   a. 69 PC (Resist an Officer)

b. 148 PC (Resist, Delay, or Obstruct and Officer); and

c. 243(b) or (c) PC (Battery on a Peace/Police Officer)

For the above arrests/incidents, supervisors shall at minimum review the BWC recordings of the arresting officer(s), starting from the officer(s) initial interaction with the subject of the arrest.

During incidents involving multiple officers, and absent a reported Use of Force, supervisors are *not* required to view all of the involved officer's BWC recordings where doing so would be redundant.

D - 4. Force Investigation Review (Level 2-4 UOF)

When approving or investigating a Use of Force (UOF) categorized under Level 2 or Level 3, supervisors shall conduct a review of the pertinent section of BWC recordings for all members who are witnesses to or involved in the UOF.

When approving or investigating a UOF categorized under Level 4, supervisors shall conduct a review of the pertinent section of BWC recordings of the specific member(s) who used force, for the purpose of determining if the Use of Force was in compliance with department policy.

BWC related to a documented Level 4 Type 32 Use of Force may require different review than other force types; such review shall be delineated by Special Order, with the specific order referenced below.

D - 5. Vehicle Pursuit Investigation Review

When approving or investigating a Vehicle Pursuit, Supervisors shall conduct a review of the pertinent section of BWC recordings for all members who were involved in the pursuit as the primary or secondary unit (at any point during the pursuit). This review shall include the BWC recordings of members from the beginning their involvement in the pursuit, until the termination of their involvement in the pursuit.

For involved members who were riding together in the same vehicle during the pursuit, the approving or investigating supervisor may review only one member's BWC footage if the footage is redundant.

D - 6. Division-Level Investigation Review

When completing a division-level investigation, the assigned investigator shall at minimum review BWC footage that is pertinent to the investigation and which provides evidentiary value or assists in completing the investigation.

D - 7. Level 1 Investigation Review

In the event of a Level 1 investigation, all BWC recordings shall be uploaded to the server as soon as practical.

An involved or witness member's BWC shall be taken from them and secured by a supervisor, commander or appropriate investigator, as necessary. The recordings shall be uploaded by personnel designated by the CID investigator.

After the recordings are uploaded, the CID investigator or designee shall turn the BWC in to property until the CID and IAD Commander determine it may be released back to the member. The CID investigator shall ensure the chain of custody is documented in their report.

All personnel uploading secured BWCs shall document that fact in their report and the "Comment" field of each video file they uploaded.

Personnel uploading secured BWC video files shall not view the files unless authorized by the CID investigator.

No personnel involved in or a witness to the incident may view any audio/video recordings prior to being interviewed by the appropriate investigative unit and receiving command approval.

Once a member's report(s) has been submitted and approved and/or the member has been interviewed by the appropriate investigator, the investigator may show the member his/her audio/video. This will occur prior to the conclusion of the interview process.

Personnel will be given the opportunity to provide additional information to supplement their statement and may be asked additional questions by the investigators.

D - 8. Command Review

Following the investigation and approval of a Level 2 or Level 3 Use of Force by a supervisor, both the investigator's first level commander and the division commander shall conduct a review of the pertinent section of BWC recordings for all members who are witnesses to or involved in the UOF.

D - 9. Auditing and Other Review

OIG staff (when conducting audits), supervisors, commanders, active FTOs and the FTO Coordinator are authorized to view BWC files to assist with the conduct of audits and inspections (OIG) or evaluate the performance of members subordinate or trainee members, unless otherwise prohibited by policy.

E. COPYING OF BWC FILES

E - 1. Court and Judicial Proceeding BWC File Copies

Personnel requiring a copy of BWC audio/video file(s) for court (e.g. for Traffic court, or a proceeding in a different county) shall contact their first line

supervisor or their designated System Administrator (for non-patrol assignments). If the first line supervisor is unavailable, personnel shall contact any System Administrator. Any BWC copies not entered into evidence shall be returned to the first line supervisor or a System Administrator for destruction.

CID and other investigative personnel taking a case to the District Attorney for charging are responsible for obtaining copies of, and/or using the File Management System's secure sharing capability to share, all applicable BWC files for presentation to the DA.

1. Prior to copying the BWC video file, members authorized to make copies shall document the reason for making the copy and the name of the person receiving the copy in the "Comments" field of each video file copied. If applicable, the name entry shall also include the person's rank and serial number.

2. The person receiving the copy shall maintain the copy in a secure location until it is needed for court or custody is transferred to another person. Additionally, they shall document, as soon as practical, the name and/or position of the person receiving the copy in the "Comments" field of each video file.

3. The documentation of the chain of custody and responsibility to secure the copy shall transfer to the person receiving the copy until:

   a. The copy is received by non-Department personnel (e.g. District Attorney, City Attorney, Court Clerk, etc.);

   b. The copy is admitted into evidence; or

   c. The copy is returned to a system administrator for destruction.

E - 2. Public Records Requests for BWC File Copies

Public Records requests shall be accepted and processed, in accordance with the provisions of federal, state, local statutes and DGO M-09.1, Public Records Access, and forwarded to the Project Administrator.

Copies of BWC video files for release pursuant to a public records request, or as authorized by the Chief of Police or designee, shall be redacted as required by prevailing law and Department procedures prior to release.

E - 3. Copying BWC Recordings for Reasons other than Court

Members may make copies of BWC recordings to facilitate their review and accountability authorities and responsibilities, as set forth in Sections C and D of this order.

Prior to copying the BWC video file, members authorized to make copies shall document the reason for making the copy and the name of the person receiving the copy in the "Comments" field of each video file copied. If applicable, the name entry shall also include the person's rank and serial number.

Copies of BWC video files for internal use shall be maintained in the appropriate case file or a secure location. When the copy is no longer needed, it shall be returned to a system administrator for destruction. The system administrator shall make an entry in the "Comments" field of the video file that the copy was destroyed.

E - 4. Prohibited Copies and File Sharing

All personnel are prohibited from the following:

1. Making unauthorized copies of an original or copied BWC video file;

2. Giving or showing copies of BWC video files to anyone without a lawful right to know and need to know, unless authorized by the Chief of Police; and

3. Posting or having another person post a copied BWC video file on any social media site or public site, unless authorized by the Chief of Police or designee.

F. DELETION OF BWC FILES AND AUDIT LOGS

F - 1. Removal Requests for Accidental Recordings

In the event of an unintended or inappropriate activation of the BWC where the resulting recording is of no investigative or evidentiary value, the respective member may request that the BWC file be deleted by submitting an email request to their first level commander with sufficient information to locate the BWC file. The first level commander shall approve or deny the request.

Approved requests shall be submitted to the Project Administrator at BWC@oaklandca.gov and the Project Administrator or designee will delete the accidental recordings.

F - 2. Data Retention and Scheduled Deletion of Files

BWC files shall be retained for a period of two years unless it is required for:

1. A criminal investigation;
2. An administrative investigation;
3. Research;
4. Civil litigation;
5. Training; and/or
6. Review and possible release pursuant to Public Records Request.

BWC files that are not flagged for retention for any of the above reasons will be deleted by the File Management System's data retention processes upon expiration of the set retention period, which are set and maintained by the Project Administrator or designee.

F - 3. Access and Deletion Logs

Audit logs of access, review, copying, and deletion of BWC files shall be retained permanently.

G. ADMINISTRATIVE INFORMATION

G - 1. Project Administrator

The Project Administrator is the commander over the Information Technology unit unless otherwise designated by the Chief of Police. The Project Administrator has oversight responsibilities that include, but are not limited to, the following:

1. Document and track malfunctions and equipment failures;

2. Policy and procedure review and evaluation;

3. Ensure BWC files are secured and retained for the appropriate time period. Such security shall include FBI Criminal Justice Information Services (CJIS) compliant safeguards that protect information from unauthorized access, including encryption and access control mechanisms.

4. Ensure BWC files are reviewed and released in accordance with federal, state, local statutes, and Departmental General Order M-9.1, Public Records Access;

5. Train the System Administrators to ensure consistency; and

6. Establish policy and procedures for the replacement of non-functioning BWCs and the check-out of spare BWCs.

7. The BWC Program Administrator shall provide the Chief of Police, Privacy Advisory Commission, and Public Safety Committee with an annual report that contains all components required by the Surveillance Technology Ordinance, as enshrined in Oakland Municipal Code 9.64.

G - 2. System Administrators

1. System Administrators shall be designated by the Bureau Commander for non-patrol assignments or the CID Commander for CID personnel.

2. All Sergeants of Police assigned to the Bureau of Field Operations are System Administrators.

3. System Administrator responsibilities shall include, but are not limited to, the following:

    a. Ensure officers are assigned a fully functional BWC. Malfunctioning BWCs shall be replaced as soon as practical, in the manner specified by the Project Administrator;
    b. Refresher training for members as needed;
    c. Ensuring the return of damaged equipment to the Project Administrator;
    d. Making copies of BWC files for court or other authorized activities;
    e. Destruction of copied BWC files not admitted as evidence in court or no longer needed internally. System Administrators receiving a video file copy for destruction shall ensure the copy is destroyed and make an entry in the "Comments" field of the video file that the copy was destroyed.

G - 3. Training

The Training Section shall ensure that members receive department-approved training as needed for those who are assigned a BWC, and training regarding the process for uploading and downloading BWC data.

G - 4. Description of the Technology BWCs

The BWC is a combination camera and microphone that collects audio and video in a digital format. The camera is worn on the user's body facing away from the user in order to get a first person view similar to what the user would see. The camera system is activated by either a user's touch or by other technological means and records audio / video for a time period as defined by the user. The user then uploads the captured audio / video to a secure storage facility where it can be reviewed as needed.

G - 5. Description of the Technology BWC File Management System

The BWC system employed by OPD features BWC docking stations and an internet web interface for controlling how files are uploaded and archived. The interface allows for Internet Protocol restriction features to control the locations where the system can be accessed. These restrictions limit BWC video file access to only authorized OPD personnel. Videos that are tagged for

any reason as part of an investigation are not subject to the automatic deletion processes regardless of the retention schedule. Axon stores all BWC data in CJIS compliant cloud storage that utilizes redundancy and encryption to make sure evidence is not lost or compromised. The cloud-based server system has built-in redundancy with multiple servers to ensure data integrity and CJIS compliance.

By order of

LeRonne L. Armstrong
Chief of Police Date Signed: _____

Axon Body 3 Camera User Manual

Models AX1023, AX1024, AX1025
Document Revision: D
May 2021

Table of Contents

Introduction

The Axon Body 3 is a camera system incorporating an audio and video recording device. This camera is designed for use in tough environmental conditions encountered in law enforcement, corrections, military, and security activities. The Axon Body 3 camera is designed to record events for secure storage, retrieval, and analysis to the Axon Evidence or Axon Commander services. The recorded events are transferred to your storage solution using the Axon Body 3 Dock. Additionally, the Axon View application enables playback of footage on a smart device for review prior to storing the data.

The Axon Body 3 camera has 2 operating modes; Ready mode and Recording mode. The Ready, or Buffering, mode provides pre-event buffering to capture activities that occur prior to the user activating the Recording, or Event, mode.

Note: The Axon Body 3 camera does not support offline mode and is not compatible with Evidence Sync.

Important Safety and Health Information

Read, understand, and follow all warnings and instructions before using this product. The most up-to-date warnings and instructions are available at www.axon.com.

Additional Reading

This manual explains how to operate the Axon Body 3 camera hardware. Other manuals cover additional aspects of the Axon Body 3 system. These documents are available at help.axon.com.

For information on working with uploaded videos and managing Axon Body 3 cameras, including inventory management and agency-wide settings, see the *Axon Evidence User and Administrator Reference Guide*.

For information on installing and setting up Axon Body 3 Docks to transfer information and recharge your camera, see the *Axon Body 3 Dock Installation Manual*.

For instructions on using Axon cameras with a smart device, see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual*.

The Axon Academy website explains how to register for and use the Axon Evidence (Evidence. com) website, configure settings, install Evidence Sync software, assign personnel

to cameras, recharge your camera, and transfer video from an Axon device to a computer. Visit academy.axon.com.

Getting Started

Axon Body 3 cameras must be registered by your agency before they can be assigned to users. Additionally, it is recommended that you adjust the agency-wide Axon Body 3 Camera Settings in Axon Evidence before assigning cameras to users.

Note: Cameras with firmware v1.10 or greater can be registered using View XL in Standalone mode. The camera's display will show **DOCK DEVICE OR CONNECT VIEWXL** if you can use View XL Standalone mode to register the camera. Cameras using older firmware will show **DOCK DEVICE** and must be registered with Axon Device Manager. See the *Axon Body 3 Camera and View XL Standalone Mode Guide* or Axon Help Camera Registration article for more information on using View XL to register cameras.

Axon Body 3 Camera Registration with Axon Device Manager

This section provides information about the out-of-the-box registration process for Axon Body 3 cameras. Camera registration requires the use of Axon Device Manager (ADM) and an Axon Body 3 Dock.

Prerequisites: In addition to an Axon Body 3 camera, registration requires:

- Axon Device Manager (ADM) installed on an appropriate device - If you already have ADM installed, ensure you have v3.0.3 (Android) or v2.0.3 (iOS) or higher.

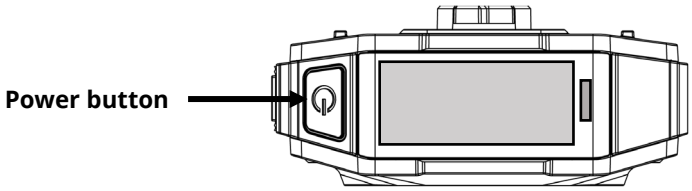
  Note: You must have device management permissions to use ADM. If you aren't sure if you have permissions to use ADM, contact an Axon Evidence administrator for your agency to check on your permissions.

- An Axon Body 3 Dock connected to power and the Internet (green LED visible on the WAN port). See the *Axon Body 3 Dock Installation Manual* for information on installing a dock.

Before starting, Axon recommends that you familiarize yourself with the camera buttons by reviewing the information in the Getting to Know Your Axon Body 3 Camera section.

You can register multiple cameras, up to 100, at one if you have an Axon Dock bay for each camera. You must keep your mobile device with ADM within 30 feet of all the cameras you are registering.

1. Un-box the Axon Body 3 camera. Power on the camera by pressing the **Power** button, on top of the camera, until you feel short vibration.

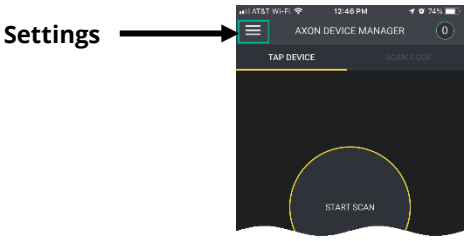


   The camera starts and the camera display, on top of the camera, shows **DOCK DEVICE** or **DOCK DEVICE OR CONNECT VIEWXL.**

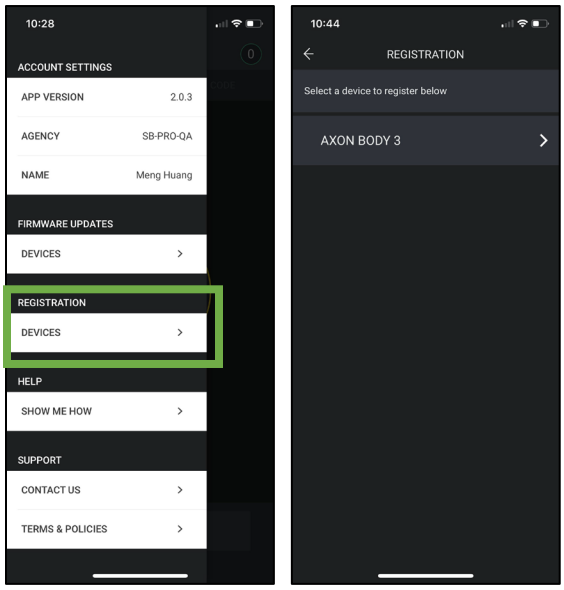
2. Place the camera in the Axon Body 3 Dock.

   The camera display shows Register Device, the Operation and Triad LEDs are solid blue.

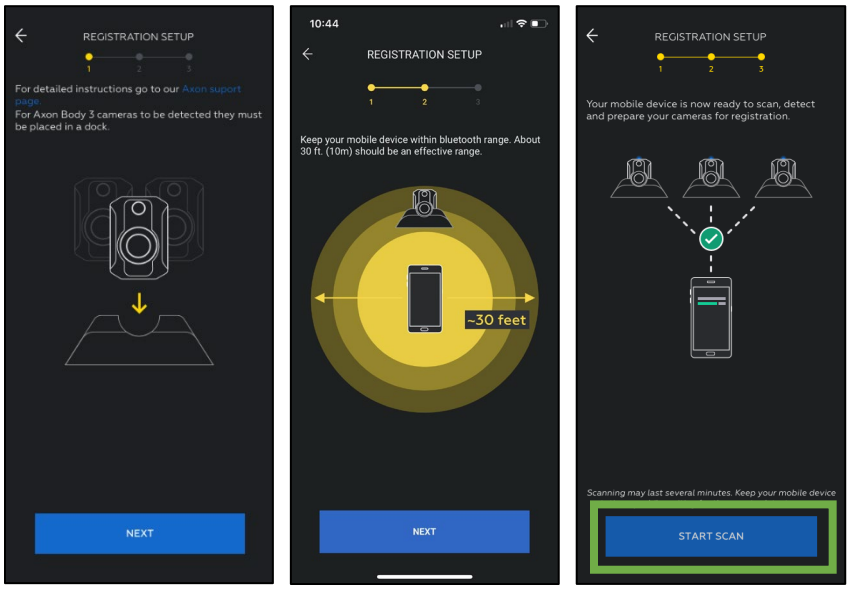
3. Open ADM and tap the Settings icon (☰) in the upper left.



4. Under the Registration heading, tap **Devices** and then tap **Axon Body 3**.



5. Review the device registration setup and tap **Next** to move to the next screen. Tap **Start Scan** when you are ready to start the registration process.

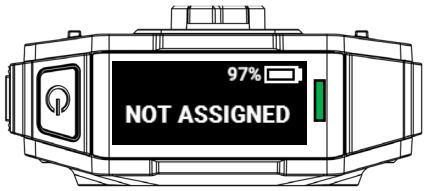


6. ADM detects and prepares unregistered cameras. The number of detected and prepared cameras appears at the top of the ADM screen.

   - When a camera is prepared, the Operation and Triad LEDs blink green.
   - Go to the camera and press the **Select** button (located between the volume buttons). You must confirm the registration by pressing the **Select** button.

Select button

- If successful, the display will change to show **NOT ASSIGNED** to indicate the camera is ready to be assigned to a user.



7. When you have registered all the detected cameras, tap **Finish**. ADM shows a list of camera serial numbers that have been registered at your agency during this session.

   Cameras that are successfully registered can be charged and assigned to users.

Troubleshooting

If there is a problem with preparing the camera, ADM will show an error.

Tap **Errors** to review the error information on ADM and refer to the following table for your action.

If you are unable to register ANY cameras, this may be potentially a connectivity issue. Please reference the Axon Network Whitelisting Guide to ensure that the appropriate networks ports are open.

If SOME cameras are registering but others are not, this may be a transient error. Android devices tend to experience more transient errors than iOS devices. A suggested general troubleshooting approach is to:

1. Start with only one camera docked at a time
2. Attempt to register, if registration error occurs, tap **Dismiss All** allow ADM to retry registration.
3. If registration fails again, power off the camera and then power it on and repeat the registration process.

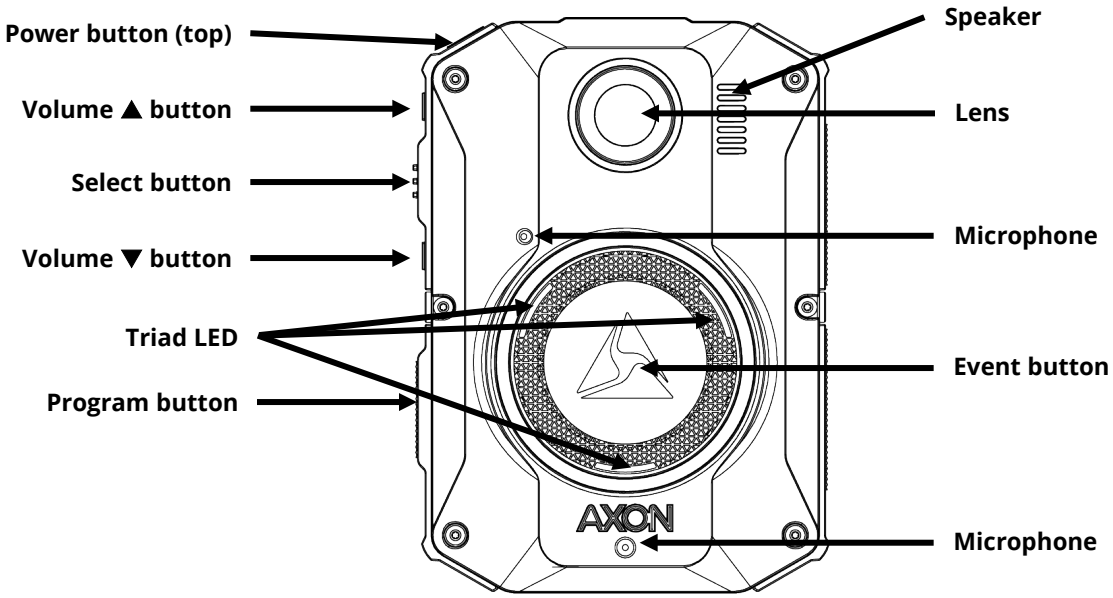
The table on the next page provides information about the error codes and suggested actions.

Error Code	Description	Troubleshooting Action
-1	Communication to AB3 has failed	Power the camera off, then power the camera back on and retry registration. If attempting to register a large number of cameras in close proximity and you see this error, retry registration with individual cameras. If the error occurs again, tap **Dismiss All** and allow ADM to retry registration.
33, -7249973, 43, or 49	Camera time is inaccurate	Sign out and back into ADM. Power the camera off, then power the camera back on and allow the camera to remain docked for 2 minutes to allow sufficient time to synchronize the camera time. Confirm your agency network settings allow network communication from dock to Axon Evidence through port 80 and port 443. For more information, see Managing Network Whitelisting with Axon Cloud Services.
45 or 47	Camera unable to reach internet	Power the camera off, then power the camera back on and allow camera to remain docked for 1 minute prior to retrying. It will take about 30 seconds to establish an internet connection. Tap **Dismiss All** and allow ADM to retry the registration. If the error persists after retrying to register several times, check the internet connection and troubleshoot the dock internet connection. Common connection issues include agency firewall settings.
46	Camera unable to reach your agency's Axon Evidence account	Sign out and back into ADM. If you can sign in, retry registration. Otherwise, contact Axon Technical Support to see if there are any issues with Evidence.com.
34, 48, or 50	Camera provisioning issue	Power the camera off, then power the camera back on and retry registration. If the error persists, contact your Axon Evidence administrator to confirm that Device Management permission is enabled. If Device Management permission is enabled, please contact your Axon Representative or Axon Technical Support for assistance.

Getting to Know Your Axon Body 3 Camera

The Axon Body 3 camera includes physical controls to enable video and audio capture while providing visual, audible, and vibration notifications of the Axon Body 3 camera's state of operation.

The following images show the different components on the Axon Body 3 camera.



Axon Body 3 Camera front

Power button – Turns the camera's power on or off.

To power on the camera, press the Power button until you feel a short vibration. The camera starts, emits two short rising-pitch tones with a long vibration and then enters Ready (Buffering) mode.

To power off the camera, press and hold the Power button for 3 seconds. The camera emits three short lowering-pitch tones with a long vibration when powering off. The camera might take several additional seconds to close out of the video if it is powered off before stopping a recording.

Lens – The camera lens.

Speaker – Provides audio notifications.

Volume ▲ button – Used to increase speaker volume, turn off the camera lights, and exit stealth mode.

Select button – Used to mute audio recording, to add markers to the video during recording, and activate display backlight.

Volume ▼ button – Used to decreases speaker volume and enter or exit stealth mode.

Microphones – For recording audio.

Event button – Used to start and stop recording. Double-press to start recording. Press and hold for 3 seconds to stop recording and return to Ready (buffering) mode.

Triad LED – In the field, can show the camera's operating mode. In an Axon Dock, displays camera status and battery capacity.

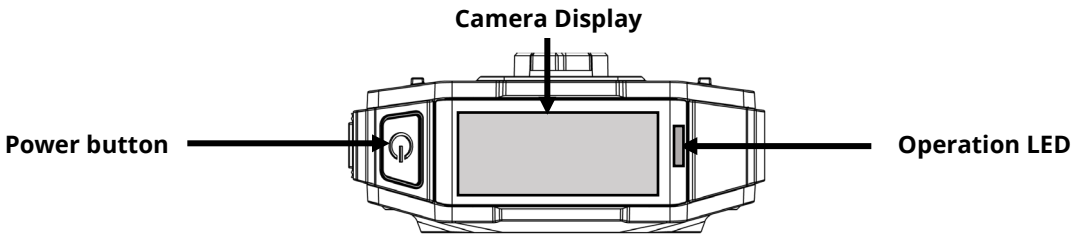
In the field, the Triad LED on the front of the camera can be configured to display the camera's operating mode.

Operating Mode	Triad LED
Ready (Buffering)	Blinking green
Recording	Blinking red

In the Axon Dock, the Triad LED on the front of the camera shows the device status and battery capacity. See the camera display for additional information.

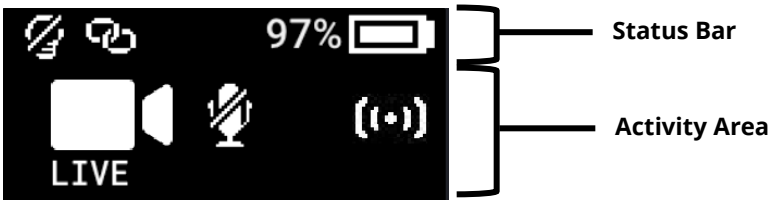
Device Status	Triad LED
Battery is fully charged (> 98%)	Solid green
Battery capacity is at mid-range (33% to 97%)	Solid yellow
Battery capacity is at low-range (< 33%)	Solid red
Uploading data, downloading data, or applying device settings	Spinning yellow (cycling yellow on each Triad LED)
Applying a firmware update	Spinning white (cycling white on each Triad LED)
Possible network error. Refer to Troubleshooting section of the Axon Body 3 User Manual or go to help.axon.com.	Blinking red and green
Device error. Refer to device page in Axon Evidence.	Blinking red

Program button – Used in conjunction with the Event button to activate pairing.



Axon Body 3 Camera top

Camera Display – Shows information on camera status and activity. Different information is shown when the Axon Body 3 camera is in the field and in an Axon Dock. Note that some icons may not be active or displayed at your agency. The display is divided into a Status Bar and Activity Area.



In the Field

Status Bar Icon	Description
58%	Battery capacity
	Camera paired
	Lights off
S	Stealth mode on
!	Battery low warning (to the right of the battery capacity icon)

Activity Area Icon	Description
READY	Ready (Buffering) mode
	Recording
	Recording started by Axon Signal broadcast
LIVE	Axon Respond Livestreaming
	Recording started by gunshot detection
	Microphone off (mute mode)

In an Axon Dock

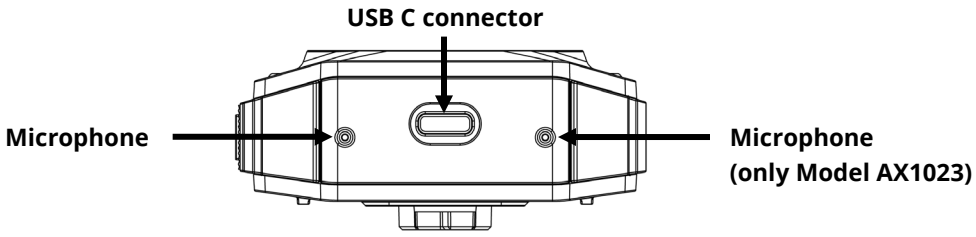
Status Bar Icon	Description
58%	Battery capacity
	Charging (to the right of the battery capacity icon)
	Update in progress

Activity Area Icon	Description
UPLOADING	Upload in progress
UPDATING	Updating firmware or settings
NETWORK ERROR	Possible network error. Check network connection and refer to device profile page in Axon Evidence.
USERID123	Assigned officer ID (shown when no other activity is in progress)

Operation LED – Shows information about the camera's current operating mode.

Operating Mode	Operation LED
Recording	Blinking red
Ready (Buffering)	Blinking green
Booting up/powering down	Solid red
Mute enabled or Pairing mode	Blinking blue
Axon Respond Livestreaming*	Blinking purple
Low battery or error	Blinking yellow
In an Axon Dock with no other action	Battery capacity color
Firmware update (while in an Axon Dock)	Solid white

* May not be enabled at your agency.



Axon Body 3 Camera bottom

USB C connector – Used for data transfer and charging when placed in an Axon Dock.

Accessories and Mounts

The Axon Body 3 camera is designed to work with a variety of Axon mounting systems.

Note: As with any Radio Frequency or electronic device, Axon recommends that you avoid placing your Axon Body 3 camera directly next to your radio to prevent inadvertent radio activation.

The various mounts that use this system can be used with a wide variety uniforms, and holds the camera to your shirt, patrol vest, jacket, or belt.

In general, Axon mounting system consist of the attachment piece (called the key) on the camera and the attachment receiver (called the lock) on the mount. To lock a camera in place, insert the key of the camera into the lock of the mount and turn it 90 degrees counterclockwise (when you are looking straight at the mount). To release the camera from the mount, turn the camera 90 degrees clockwise.

You can find further information on mounting options on www.axon.com.

Operating the Axon Body 3 Camera

Before using an Axon Body 3 camera, ensure it is fully charged and properly configured. See Charging the Battery for more information.

Operating Modes

The Axon Body 3 camera has two operating modes:

- Ready (Buffering) – turning on the camera and starting pre-event buffering
- Recording (Event) - event recording

Turning on the Camera and Ready (Buffering) Mode

1. Press the **Power** button until you feel a short vibration. The camera starts, emits two short rising-pitch tones with a long vibration and then enters Ready (Buffering) mode.

   When the camera is in Ready mode:

   - The Camera Display shows READY
   - The Operation LED on top of the camera blinks green
   - The camera will be capturing video but does not record to permanent memory while in Ready mode.

     Buffered video duration is 30 seconds by default (00:00:30).

   When Recording (Event) mode is activated, the buffered video captured directly before the event is saved and attached to the event in permanent memory. This feature is intended to capture the video of an incident just before a recording begins.

   With default settings, the camera does not capture audio during camera buffering, so anything recorded in that mode will be video-only.

   Ready mode starts only after the Axon Body 3 camera is turned on. The system does not record when the camera is turned off.

Notes:

- An agency can turn off camera buffering. If your agency has deactivated camera buffering, your Axon Body 3 camera will operate the same way as described in this manual, but the camera will not record anything until you double-press the EVENT button.

- An agency can extend the camera buffering duration to 2 minutes total (00:02:00).
- An agency can configure the camera buffering to records audio as well as video.

Starting Recording (Event) Mode

1. To begin recording, double-press the **Event** button on the camera.
   - Depending on your agency configuration, other events or actions can cause your camera to transition from Ready (buffering) to Recording mode. An example of this is if a device with Axon Signal technology broadcasts a signal.

   When your camera starts recording, the camera emits 2 short tones and 2 short vibrations. The camera display shows the recording icon.

   The camera now records audio as well as video. The buffered video captured directly preceding the event is saved and attached to the event recording (Note: With default settings, the buffered video does not contain audio). The moment Recording mode begins, both video and audio are recorded from the camera and GPS coordinates are recorded. This will continue throughout the duration of the recording until you stop the recording.

   The camera provides you with indications that it is in Recording mode:

   - The camera display shows STARTING and then the recording icon.
   - The Operation LED on the camera blinks red.
   - At the start of an event and every 2 minutes during an event, the camera emits 2 short tones and 2 short vibrations.
2. To stop recording and return to Ready mode, Press and hold the **Event** button for 3 seconds.

   The camera will emit one long tone and vibrate once. The camera display shows SAVING and then READY. The Operation LED blinks green.
3. To turn off the camera, press and hold the power switch for 3 seconds.

Muting Audio Recording

If your organization's administrator has configured your Axon Body 3 camera to do so, you can use the Select button to enter mute mode (disable audio recording) while recording video. This feature may be useful in sensitive situations.

To enter and exit mute mode:

1. Press and hold the **Select** button for 3 seconds to mute the audio capture. The microphone off icon is shown on the camera display and the Operation LED will blink blue while the camera is muted.
2. Press and hold the **Select** button another 3 seconds to re-enable the audio recording.

Adding Markers while Recording

The Select button can be used to add a marker while recording video. The marker is shown when the video is replayed in Axon Evidence and documented in the audit trail. Markers are useful for indicating an important event that you want to easily find when replaying the video.

To add a marker to a video while you are recording:

- Press and release the **Select** button within 1 second. The camera will vibrate once.

Lighting the Camera Display

At night and in low-light situations, you can use the Select button to backlight the Camera Display. To backlight the display:

- Double-press the **Select** button. The camera display is backlit for 5 seconds.

Battery Status

The battery capacity for your Axon Body 3 camera is shown in the camera display.

Sleep Mode

Sleep Mode puts the camera in an idle state that disables recording and buffering. While in this state, an automatic activation, if enabled at your agency, will not initiate camera recording.

Note: Sleep Mode requires Axon Body 3 camera Operating System v1.10 or later. The ability to use Sleep Mode is enabled by agency Axon Evidence administrators And may not be enabled at your agency.

Sleep Mode is useful for situations where camera users may need momentary privacy. The user can enter Sleep Mode from the buffering state in less than 4 seconds, as opposed to turning the camera completely off. Similarly, the camera will exit Sleep Mode and enter a buffering or recording state in less than 4 seconds.

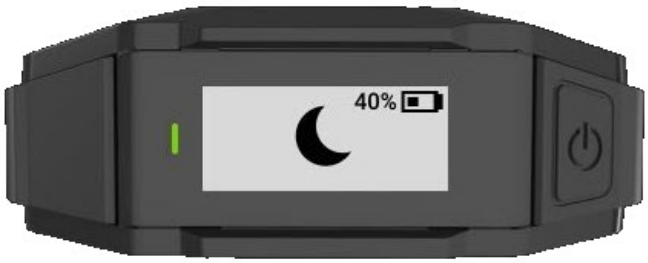
The device audit trail reflects when Sleep Mode is entered and exited. While Sleep Mode can be used an alternative to completely powering down the camera during private situations, it should not be considered a replacement for powering the camera off. Certain background processes are running while the camera is in Sleep Mode and the battery will still deplete while in this mode, just at a slower rate.

Entering and Exiting Sleep Mode

To enter Sleep Mode:

1. Presses the Power button. The camera display shows **PRESS SELECT TO ENTER SLEEP**.

2. Within 3 seconds, press the Select Button to confirm. The camera display shows a crescent moon icon to show it is in Sleep Mode.



To exit Sleep Mode:

- Press the Power button to return the camera to buffering state.
- Double-press the Event button to begin recording.

Configuring Your Camera

During normal operation an Axon Body 3 camera uses lights, sounds (audio prompts), and vibrations (haptic feedback) to notify you of the camera status. These indicators and notifications are normally managed by your organization but can be configured to allow you to change the setting for your assigned camera. Check with your organization's Axon administrator to learn which configuration settings you can change.

Adjusting Audio Prompt Volume

During normal operation, Axon Body 3 cameras emit beeping sounds, called audio prompts, to notify you of the camera status.

If allowed by your organization, there are several ways you can adjust camera audio prompt volume.

Using Camera Controls

Use the Volume ▲ and Volume ▼ buttons to adjust the volume. The camera provides audio feedback and indicates the volume setting on the Camera Display as the volume changes.

Using Axon View

Go to help.axon.com or see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual* for detailed information about using Axon View.

Your Axon Body 3 camera must be turned on and paired with your mobile device. Open Axon View app on your mobile device and go to Settings. Tap Volume and select the volume level. The camera beeps once at the volume that you tapped, or if you tapped Off, the camera does not beep.

Turning On or Off Camera Lights

During normal operation, Axon Body 3 cameras use the LED lights to show the camera status.

For some situations, you may wish to turn off the LED lights for your camera. If allowed by your organization, there are several ways you can turn off and on the camera lights.

Using Camera Controls

- To turn off the camera lights - Press and hold Volume ▲ for 3 seconds, the lights will turn off and the Lights Out icon is shown on Camera Display.

- To turn on the camera lights - Press and hold Volume ▲ for 3 seconds, the lights will turn on and the Lights Out icon is no longer shown on Camera Display.

Using Axon View:

Go to the Axon View Product Guide page or see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual* for detailed information about using Axon View.

Your Axon Body 3 camera must be turned on and paired with your mobile device. Open Axon View app on your mobile device and go to Settings. Tap the switch to the right of the **Indicator Lights** to change the setting.

Using Axon Evidence:

Go to the Edit Device Setting Product Guide page or see the *Axon Evidence User and Administrator Reference Guide* for detailed information about changing device settings.

Note: The updated settings will not take effect until the next time the camera is docked.

Sign in to your Axon Evidence account and go to the Device Profile page for your Axon Body 3 camera. In the Device Settings section, Use the **Indicator Lights** toggle switch to turn the light off or on. Save the new setting.

Turning On or Off Camera Vibrations

During normal operation, Axon Body 3 cameras use vibrations (haptic feedback) to notify you of the camera status.

For some situations, you may wish to turn off the vibrations for your camera. If allowed by your organization, there are several ways you can turn off and on the camera vibrations.

Using Axon View:

Go to the Axon View Product Guide page or see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual* for detailed information about using Axon View.

Your Axon Body 3 camera must be turned on and paired with your mobile device. Open Axon View app on your mobile device and go to Settings. Tap the switch to the right of the **Vibration** to change the setting.

Using Axon Evidence:

Go to the Edit Device Setting Product Guide page or see the *Axon Evidence User and Administrator Reference Guide* for detailed information about changing device settings.

Note: The updated settings will not take effect until the next time the camera is docked.

Sign in to your Axon Evidence account and go to the Device Profile page for your Axon Body 3 camera. In the Device Settings section, Use the **Vibration** toggle switch to turn the light off or on. Save the new setting.

Stealth Mode

For some situations, you may wish to turn off the LED lights, sounds (audio prompts), and vibrations (haptic feedback) on your Axon camera. Turning off all the indicators and notifications is also known as stealth mode.

If allowed by your organization, there are several ways you can enter and exit stealth mode.

Using Camera Controls

- To enter Stealth mode - Press and hold Volume ▼ for 3 seconds. The word STEALTH is briefly shown in camera display activity area and an S icon is shown in the camera display status bar.
- To exit Stealth mode - Press and hold Volume ▼ or Volume ▲ for 3 seconds. The S icon is no longer shown on Camera Display status bar.

Using Axon View:

Go to the Axon View Product Guide page or see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual* for detailed information about using Axon View.

Your Axon Body 3 camera must be turned on and paired with your mobile device. Open Axon View app on your mobile device and go to Settings. Tap the switch to the right of the **Stealth Mode** to change the setting.

Using Axon Evidence:

Go to the Edit Device Setting Product Guide page or see the *Axon Evidence User and Administrator Reference Guide* for detailed information about changing device settings.

Note: The updated settings will not take effect until the next time the camera is docked.

Sign in to your Axon Evidence account and go to the Device Profile page for your Axon Body 3 camera. In the Device Settings section, Use the **Stealth** toggle switch to turn the light off or on. Save the new setting.

Other Settings and Functionality

Your organization's Axon administrator can configure additional settings and functionality (such as video quality, pre-event buffer time, and livestreaming) for your Axon Body 3 camera. Check with your Axon administrator for information about which settings and functionality are available for your camera.

Using Axon View

The Axon View application enables you to replay video and add metadata (title, case ID, and category) to your videos using a smart phone or other smart device.

To download and install Axon View:

1. Use your smart device to search for and download the Axon View application from the Play Store or the App Store.
2. On your smart device, install and open the Axon View application.
3. Follow the on-screen instructions or go to help.axon.com for additional information.

Note: All data is stored on the Axon camera. No videos are stored on your smart device.

Go to the Axon View Product Guide page or see the *Axon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual* for information about using Axon View.

Pairing Your Axon Body 3 Camera with a Smart Device

For additional information on using Axon cameras with a smart device, go to the Axon Body 3 Product Guide page or see the A*xon View for Android Devices User Manual* or the *Axon View for iOS Devices User Manual*.

Note: Internet access is required for pairing an Axon Body 3 camera with Axon View. The security model for Axon View with an Axon Body 3 camera requires server login access when pairing and when the authorization on the camera expires (approximately every 10 days).

1. Turn on the Axon Body 3 camera.
2. Open Axon View, select an Axon Body 3 camera and tap **Initiate Pairing**.

3. On the Axon Body 3 camera, simultaneously press the **Program** and **Event** buttons, and then quickly release. Do not hold the buttons.

   You will hear three short rising-pitch tones, the Operation LED will blink blue, and PAIRING is shown on the camera display.

4. Follow the Axon View on-screen instructions. Tap the serial number for your camera. When pairing is complete, the pairing icon is shown in the camera display status bar.

Axon Signal

The Axon Body 3 camera is compatible with Axon Signal technology. However, your agency's Axon Evidence administrator must activate the Axon Signal capability for it to work.

When it is active, Axon Signal technology can broadcast a signal that allows your Axon Body 3 camera to transition from Ready to Recording mode automatically. When your camera starts recording, you will see, hear, and feel all the normal start recording notifications.

Axon Signal technology transmissions only allow cameras to start recording. Axon Signal technology does not transmit a signal to end recording. The camera must be stopped manually.

Axon Signal technology cannot turn an Axon system on. If the Axon Body 3 camera is turned off, the camera will not record, even if a device equipped with Axon Signal technology transmits a signal.

Devices equipped with Axon Signal technology have a signal range of approximately 30 feet (9.1 meters) and can be purchased separately from the Axon Body 3 camera.

Axon View XL Standalone Mode

The Axon Body 3 camera can be connected to a laptop or computer with Axon View XL to allow priority upload of videos from the camera to Axon Evidence and to charge the camera. Using Axon View XL in standalone mode is separate from using Axon View XL with Axon Fleet products.

The Axon Body 3 camera is connected to the laptop or computer with a USB A to USB C cable and uses the Axon View XL standalone mode.

If your agency will use this functionality:

- Contact your Axon Representative to get an approved and compatible USB A to USB C cable.

- Set up the appropriate Axon Evidence permissions to allow users to sign in to View XL.

After signing in to Axon View XL, the user selects Launch Standalone Mode and then connects the camera to the computer. The normal View XL procedures are used to review recordings, add metadata, and upload recordings. Go to the Body 3 and View XL Standalone Mode Product Guide section or see the A*xon Body 3 Camera and View XL Standalone Mode Guide* for information on using Axon View XL Standalone mode.

Button, Notification, and Display Reference Tables

This section has consolidated lists of the Axon Body 3 camera button actions, notifications, camera display icons, and LED indications.

Button Actions

The Axon Body 3 camera has six buttons. The button actions associated with user action are described below.

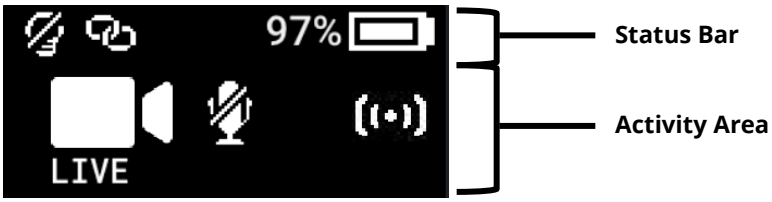
Action	Button Actions
Power On	Press **Power** button until short vibration. Camera starts and enters Ready (Buffering) mode.
Power Off	Press and hold **Power** button for 3 seconds.
Start Recording	Double-press **Event** button
End Recording	Press and hold **Event** button for 3 seconds
Add Marker	While recording, press **Select** button
Increase speaker volume	Press **Volume** ▲ button
Decrease speaker volume	Press **Volume** ▼ button
Turn on or off lights	Press and hold **Volume** ▲ button for 3 seconds
Enter Stealth mode	Press and hold **Volume** ▼ button for 3 seconds
Exit Stealth mode	Press and hold **Volume** ▲ or **Volume** ▼ button for 3 seconds*
Enter or exit Mute mode	While recording, press and hold **Select** button for 3 seconds.
Enter Sleep mode	Press **Power** button and then press **Select** button.
Exit Sleep mode	Press **Power** button or double-press **Event** button.
Activate display backlight	Double-press **Select** button. Display backlight is on for 5 seconds.
Pairing	Simultaneously press the **Event** and **Program** buttons and then release

* The camera remembers the previous volume and light settings when exiting Stealth mode.

Camera Display

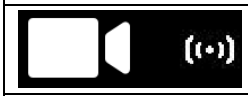
The display is divided into a Status Bar and Activity Area. Different information is shown when the Axon Body 3 camera is in the field and in an Axon Dock.

Note that some icons may not be active or displayed at your agency.



In the Field

Status Bar Icon	Description
	Battery capacity
	Camera paired
	Lights off
	Stealth mode on
	Battery low warning (to the right of the battery capacity icon)

Activity Area Icon	Description
	Ready (Buffering) mode
	Recording
	Recording started by Axon Signal broadcast*
	Axon Respond Livestreaming*
	Recording started by gunshot detection*
	Microphone off (mute mode)
	Sleep Mode*

* May not be enabled for your agency.

In an Axon Dock

Status Bar Icon	Description
	Battery capacity
	Charging (to the right of the battery capacity icon)
	Update in progress

Activity Area Icon	Description
	Upload in progress
	Updating firmware or settings
	Possible network error. Check network connection and refer to device profile page in Axon Evidence.
	Assigned user ID - shown when no other activity is in progress and for 10 seconds after removing from the dock

Notifications

The Axon Body 3 camera emits sounds called audio prompts to notify you of the device status. The audio prompts are accompanied by a vibration that matches the audio. These prompts usually occur after you perform an action with the body camera.

Operating Mode or Action	Audio Notification	Haptic Notification (vibration)
Power on	Two short rising-pitch tones	One - long duration
Power off	Three short lowering-pitch tones	One - long duration
Start recording	Two short tones	Two - short duration
Recording reminder	Two short tones every 2 minutes	Two - short duration every 2 minutes
Stop recording, return to Ready mode	One long tone	One - long duration
Volume up or down	One short tone at new volume level	One – short duration
Axon Respond Livestreaming connected	Three short rising-pitch tones	One – long duration
Enter or Exit Mute mode (microphone off)	One short tone	Two - long duration
Exit Stealth mode	None	two - short duration
Event marker captured	None	One - short duration
Enter or Exit Sleep mode	One short tone	One – long duration
Low battery notifications at 10% and 5% battery capacity.	Four quick high-pitch tones	Four - short duration
Camera enters Pairing mode	Three short rising-pitch tones	None

LED Status

Operation LED

The operation LED shows information about the camera's current operating mode.

Operating Mode	Operation LED
Recording	Blinking red
Ready (Buffering)	Blinking green
Booting up/powering down	Solid red
Mute enabled or Pairing mode	Blinking blue
Axon Respond Livestreaming (may not be enabled at your agency)	Blinking purple
Low battery or error	Blinking yellow
In a Dock (no other action)	Battery capacity color
Firmware update (while in an Axon Dock)	Solid white

Triad LED (in the field)

In the field, the Triad LED on the front of the camera can be configured to display the camera's operating mode.

Operating Mode	Triad LED
Ready (Buffering)	Blinking green
Recording	Blinking red

Triad LED (in an Axon Dock)

In the Axon Dock, the Triad LED on the front of the camera shows the device status and battery capacity. See the camera display for additional information.

Device Status	Triad LED
Battery is fully charged (> 98%)	Solid green
Battery capacity is at mid-range (33% to 97%)	Solid yellow
Battery capacity is at low-range (< 33%)	Solid red
Uploading data, downloading data, or applying device settings	Spinning yellow (cycling yellow on each Triad LED)
Applying a firmware update	Spinning white (cycling white on each Triad LED)
Possible network error. Refer to Troubleshooting section of the manual or Axon Body Product Guide.	Blinking red and green
Device error. Refer to device page in Axon Evidence.	Blinking red

Care and Maintenance

This section provides information on cleaning, charging, and storage for your Axon Body 3 camera. Users should never remove the back cover of the camera, as this can compromise camera integrity and invalidate the camera warranty.

Cleaning the Camera

Use a soft, damp cloth to clean the surface of the Axon Body 3 camera. Do not use harsh cleaners or solvents. You may moisten the cloth with isopropyl alcohol.

Do not immerse the Axon Body 3 camera in water or cleaning solutions.

If the Axon Body 3 camera lens becomes dirty, use a lens blower brush to clean it and then wipe it with a soft cloth if necessary.

If the Axon Body 3 camera display becomes dirty, clean the display with soapy water and then dry with a soft cloth.

Do not use ammonia-based or similar type window cleaners on the camera lens or camera display.

Do not place the lens under running water or apply jets of water to the camera lens.

Do not use compressed air to clean the camera. Compressed may damage the camera's microphones.

Ensure the Axon Body 3 microphone openings are clean and clear of any debris.

Charging the Battery

The Axon Body 3 camera battery is charged by placing the camera in an Axon Body 3 Dock or by connecting a USB-C cable to the camera and then to a power adapter or, for USB-C to USB-A cables, to a computer USB port.

IMPORTANT: Ensure the USB port is dry and free of debris before placing the camera in a Dock or connecting a USB-C cable.

A fully charged camera battery should provide enough power for approximately 12 hours of normal operation. Recharging a battery after a 12-hour use can take up to 5 hours if you are recharging your Axon Body 3 camera from Axon Body 3 Dock.

The Axon Body 3 Dock only functions as an Ethernet adapter, an unmanaged network switch, and charger. This allows your Axon Body 3 camera to be docked in any Axon Body 3 Dock, and still connect to your agency's Axon Evidence account to upload video.

If the battery depletes significantly during use, the camera display will show LOW BATTERY and the camera emits 4 quick tones and 4 short vibrations. This message indicates that approximately 10 percent of the battery capacity remains and is repeated at 5 percent battery capacity.

Always recharge a depleted battery as soon as reasonably possible.

Charging an Axon Body 3 Camera while Powered Off

Note: Your Axon Body 3 camera must have Operating System (OS) v1.7 or later to charge the camera while powered off. Prior to Axon Body 3 camera Operating System (OS) 1.7, an Axon Body 3 camera that was powered off would automatically power on when connected to a USB-C cable to charge.

The Axon Body 3 camera can be charged by using a USB-C cable while the camera is off. This allows users to charge the Axon Body 3 camera battery when an Axon Body 3 Dock is not available. However, Axon recommends that you regularly place you Axon Body 3 camera in an Axon Body 3 Dock to ensure that the camera has the correct time synchronization and latest firmware updates.

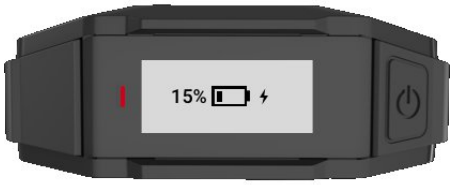
If needed, you can request a USB A to USB C cable directly from Axon. Contact your Axon Representative or Axon Support for assistance.

1. While your Axon Body 3 camera is powered off, connect the camera to a USB-C cable.
2. Connect the cable to a power adapter or, for a USB-C to USB-A cable, to a USB port.

   IMPORTANT: Ensure the USB port is dry and free of debris before connecting the USB-C cable.

   The camera enters low-power mode and the current charge level is shown on the camera display.

The Operation LED color also provides a visual indication of the charge level. The LED is red when the charge level is less than or equal to 33%, yellow when the charge level is 34% to 97%, and green when the charge level is 98% or higher.



While charging with the camera powered off, you can:

- Power on the camera by pressing the Power button until you feel a short vibration. The camera starts and enters Ready (buffering) mode.
- Shut down the camera by disconnecting the USB-C cable.

Camera Internal Clock

Axon Body 3 cameras should be regularly placed in an Axon Dock or connected to View XL Standalone Mode to update the camera's internal clock.

Wet Axon Body 3 Cameras

Do not charge your Axon Body 3 camera while the USB C connector on the camera or Dock is wet.

If the USB C connector is wet, use a paper towel or absorbent cloth to blot the connector and then allow the connector to fully dry.

If a camera is charging when it gets wet, remove the camera from the charging source (dock or USB cable), use a paper towel or absorbent cloth to blot the connector, and then allow the connector to fully dry.

The USB C connector must be fully dry before placing the camera in a dock or connecting a USB C cable.

Camera Storage

Axon on-officer cameras should not be stored in environments where the temperature is likely to exceed 95 °F (35 °C) (such as under direct sunlight, near heaters, or in a vehicle in extremely hot weather) or exposed to temperatures below −4 °F (−20 °C). Axon recommends the battery level is discharged to 40% or less before putting the camera in storage.

Troubleshooting and Other Information

If you are having problems with your Axon Body 3 camera or an error message with code 1001 or 1004 is shown the display, turn the camera off and then turn it on again to see if the problem clears.

An error message with code 1006 may be shown when a camera is in a dock. In this situation, remove the camera from the dock and then return it to the dock, making sure it is firmly seated in the dock bay.

If these actions do not resolve the difficulties, contact Axon Technical Support for additional support.

Go to the Axon Body 3 Product Guide page and refer to the Axon Body 3 troubleshooting information.

Viewing Camera Information on the Camera Display

You can view some camera information, such as the camera serial number, for the Axon Body 3 camera on the camera display using the following steps:

1. Turn on you Axon Body 3 by pressing the **Power** button.

   READY is shown on the camera display when the camera is on.

2. Press **Power** button and **Program** button at the same time.

   The camera display shows three options: About, Cellular, and Legal.

3. Use the **Volume** ▼ or **Volume** ▲ button to highlight About and then press the **Select** button.

   The camera display shows four options: Assignee, Firmware, Serial, and Storage.

4. Use the **Volume** ▼ or **Volume** ▲ button to highlight information you want to view and the press the **Select** button.

   Press the **Select** button to return to the four options.

5. Press the **Event** button to return to the normal camera display.

Technical Support

Visit www.axon.com and view the Support options or call 1-800-978-2737.

Warranty Policy

Axon Enterprise warranty provisions are applicable on all Axon Body 3 system products. See Axon Enterprise's website, www.axon.com, for detailed warranty information.

This warranty does not apply, and Axon shall not be liable for any loss, loss of data, damage, or other liability arising out of:

(a) damage caused by failure to follow instructions regarding the use of the product;

(b) damage caused by the use of non-AXON products or the use of cartridges, batteries or other parts, components or accessories not manufactured or recommended by AXON;

(c) damage caused by abuse, misuse, intentional or deliberate damage to the product, or force majeure;

(d) damage to a product or part that has been repaired or modified by persons not authorized by AXON or without AXON's written permission, or

(e) if any AXON serial number has been removed or tampered with.

Thus, any handling of the Axon Body 3 Camera that alters the condition of the equipment by unauthorized personnel without proper technical training may result in the immediate loss of the manufacturer's standard warranty coverage by impacting the integrity of the equipment and rendering the quality testing performed by specialized technical personnel impossible after handling the equipment.

Warnings

For a full list of the warning associated with this product, see www.axon.com.

Radio Waves

An Axon Body 3 system transmission is in the frequency ranges of 2402 – 2480 MHz, 2412 – 2462 MHz, 5150 – 5250 MHz, 5250 – 5350 MHz, 5470 – 5725 MHz, 5725 – 5850 MHz. Additionally, depending on the model number, it transmits in the frequencies listed below:

- AX1023: 699 – 716 Mhz, 704 – 716 Mhz, 777 – 787 MHz, 788 – 798 MHz, 824 – 849 MHz, 826.4 – 846.6 MHz, 1710 – 1755 MHz, 1710 – 1780 MHz, 1712.4 – 1752.6 MHz, 1850 – 1910 MHz, 1852.4 – 1907.6 MHz
- AX1024: 703 – 748 MHz, 832 – 862 MHz, 880 – 915 MHZ, 1710 – 1785 MHZ, 1920 – 1980 MHz, 2500 – 2570 MHz
- AX1025: 703 – 748 MHz, 824 – 849 MHz, 880 – 915 MHZ, 1710 – 1785 MHZ, 1920 – 1980 MHz, 2500 – 2570 MHz

Changes or modifications to the equipment not expressly approved by the manufacturer could void the product warranty and the user's authority to operate the equipment.

Your wireless device is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission (FCC) of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on standards that were developed by independent scientific organizations through periodic and thorough evaluation of scientific studies. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. Before a device model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult Axon Technical Support for help.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must

accept any interference received, including interference that may cause undesired operation.

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

This equipment complies with the IC RSS-102 radiation exposure limits set forth for an uncontrolled environment.

Énoncé d'exposition aux rayonnements: Cet équipement est conforme aux limites d'exposition aux rayonnements ioniques RSS-102 Pour un environnement incontrôlé.

Section 8.4 of RSS-GEN

This Device complies with Industry Canada License-exempt RSS standard(s). Operation is subject to the following two conditions: 1) this device may not cause interference, and 2) this device must accept any interference, including interference that may cause undesired operation of the device.

Cet appareil est conforme aux normes d'exemption de licence RSS d'Industrie Canada. Son utilisation est soumise aux conditions suivantes : 1) cet appareil ne doit pas causer de brouillage, et 2) doit accepter tout brouillage, y compris le brouillage pouvant entraîner un fonctionnement indésirable.

Section 8.3 of RSS-GEN

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be chosen so that the equivalent isotropically radiated power (e.i.r.p.) is not greater than necessary for successful communication.

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio ne peut fonctionner qu'au moyen d'une antenne d'un seul type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique pour les autres utilisateurs, il faut choisir le type d'antenne et son

gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas celle requise pour établir une communication satisfaisante.

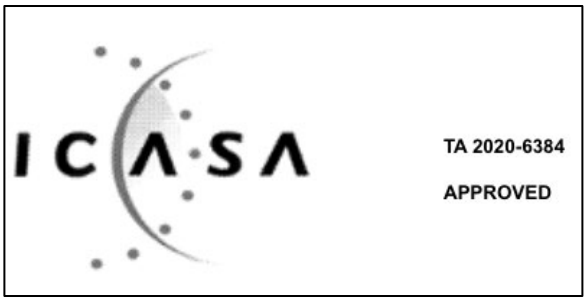
THIS MODEL DEVICE MEETS THE GOVERNMENT'S REQUIREMENTS FOR EXPOSURE TO RADIO WAVES

Declaration of Conformity

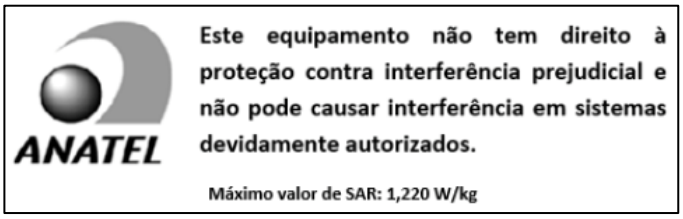
Axon declares that this Axon system is compliant with the requirements of the Radio Equipment Directive (RED) 2014/53/EU. A copy of the original Declaration of Conformity can be found at www.axon.com.

Country of Origin: USA.

Compliance Marks



- ANATEL: 16084-20-10342
- Incorpora produto homologado pela Anatel sob número 05289-18-01568



RCPAXAX20-2577

When applicable, you can view the e-labeling information for the Axon Body 3 camera on the camera display using the following steps:

1. Turn on you Axon Body 3 by pressing the **Power** button.

   READY is shown on the camera display when the camera is on.

2. Press **Power** button + **Program** button at the same time.

3. The camera display shows three options: About, Cellular, and Legal.

4. Use the **Volume** ▼ or **Volume** ▲ button to highlight Legal, and then press the **Select** button.

5. The camera display will automatically scroll the following information. Optionally you can use the **Volume** ▼ or **Volume** ▲ button to manually scroll through the information.

   For Model AX1023

   - Model: AX1023
   - FCC ID: X4GS01200
   - IC: 8803A-S01200
   - Contains FCC ID: X4GAB7610
   - Contains IC: 8803A-AB7610

   For Model AX1025

   - Model: AX1025
   - ANATEL ID: 16084-20-10342
   - Módulo incorporado: ANATEL 05289-18-01568

6. Press the **Event** button to return to the normal camera display.