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| Sub Section 4.1 – <b>Video Surveillance Recordings in Police Buildings</b> | <b>Effective: January 30, 2015</b><br>Revised effective: February 1, 2015 |
| Subject 4.1.1 – <b>Video Surveillance Recordings in Police Buildings</b>   |   |

## Definitions

**“Detained person”** – any person held or confined in the custody of police.

**“Fingerprint rooms”** – any room in a police building used to fingerprint a person unless the room is used exclusively for volunteer fingerprinting.

**“Interview rooms”** – locations or rooms in police buildings, inside and external to the cell block, used to conduct all investigative and patrol interviews including: “hard” and “soft” interview rooms; polygraph rooms used for detained persons; and statement and bail hearing rooms.

**“Sally port”** – the secure parking bay immediately adjacent to a police building where detained persons are loaded or unloaded into and out of vehicles.

## Standards

Each municipality or other entity, as defined by the *Police Act*, must ensure that:

### Video surveillance equipment locations and specifications

- (1) A digital video surveillance and recording system is installed in any and all of the following locations:
  - (a) Sally port;
  - (b) Outside locations that may be used for unloading or for release of detained persons;
  - (c) Prisoner booking area;
  - (d) Hallways and elevators inside cell block;
  - (e) Cells and holding/observation rooms;
  - (f) Interview rooms;
  - (g) Fingerprint rooms; and
  - (h) Breathalyzer test apparatus rooms or areas.
- (2) The digital video surveillance and recording system in each of the locations listed under Standard (1) operates at a sufficient rate of speed so that recorded movement of all persons appears fluid, and enables a time and date stamp on original recordings, and any copies or extracts that are made.

The chief constable, chief officer, or commissioner must:

#### **Operation of digital video surveillance and recording system**

- (3) Require that the digital video surveillance and recording system is continuously operated when a detained person is in any of the locations listed in Standard (1).
- (4) Ensure that to the maximum extent possible all interaction with or between detained persons, while inside police buildings, is restricted to areas under surveillance.
- (5) Ensure compliance with Office of the Information and Privacy Commissioner guidelines regarding privacy and the monitoring of persons, as well as access, security and retention of recordings.
- (6) Require that appropriate safeguards are in place to protect solicitor-client privilege during legal consultation.
- (7) Require verbal and posted warnings advising those entering an interview room that they will be recorded.
- (8) Ensure that, if a location where a digital video surveillance and recording system is operational is used to interview a victim or witness, and the victim or witness requests that the interview not be recorded, then the camera is blocked or turned off and the victim or witness signs a declaration of refusal or waiver documenting their request.

#### **Maintenance of digital video surveillance and recording system**

- (9) Ensure that the digital video surveillance and recording system is maintained in good working order.

#### **Policies and procedures**

- (10) Ensure policies and procedures are consistent with these *BC Provincial Policing Standards*.