



HADDON TOWNSHIP POLICE DEPARTMENT

Good afternoon,

This letter is in response to your Open Public Records Act (OPRA) request seeking documentation related to Automated License Plate Reader (ALPR) contracts, policies governing access to ALPR data, and policies concerning ALPR search logs and audits.

Please be advised of the following:

1. ALPR Contracts, Agreements, and Related Documents

Attached please find the contracts between the Haddon Township Police Department, Flock Safety and Axon that are subject to release under OPRA, covering the period of January 1, 2023 through November 15, 2025.

2. Policies on ALPR Data Access (Who Is Authorized to Search / Access ALPR Data)

The policies governing access to ALPR data are set forth in the Haddon Township Police Department's **Standard Operating Procedure: Automated License Plate Recognition (ALPR)**, effective February 2, 2023, which is attached.

This policy directly addresses:

- Authorized users (defined in Section I(G))
- Training requirements and designation of users (Sections II(H)–(I))
- Role of the Agency ALPR Coordinator (Section II(A))
- Permitted uses and limitations on ALPR data (Sections II(B)–(D), VII)
- Restrictions on release, storage, and security of data

3. Policies on ALPR Search Logs and Audit Procedures

The attached ALPR SOP also fully addresses the policies related to logging, retention, and auditing of ALPR data access, including:

- Requirements to document all operator access and activity (Section IV(B); Section V(B))
- Data retention rules (Section VI)
- Annual audit procedures conducted by the Agency ALPR Coordinator (Section X(F))
- Audit authority of the County Prosecutor and the Attorney General (Section X; XI)
- Requirements for documenting every access of ALPR data and justification for non-alert searches (Sections IV(B), VII(A)–(F))

If you have any questions or require clarification regarding this response, feel free to contact the Haddon Township Police Department for further.