

FRANKLIN TOWNSHIP POLICE GENERAL ORDER		
SUBJECT: Automated License Plate Reader (ALPR) – Flock Safety System		
EFFECTIVE DATE: June 19, 2025	NUMBER OF PAGES: 4	
ACCREDITATION STANDARDS:	BY THE ORDER OF: Director of Public Safety 	

- Purpose** To establish guidelines for the use, management, and oversight of the Flock Safety Automated License Plate Reader (ALPR) system, ensuring its application aligns with Franklin Township Police Department objectives and adheres to constitutional and statutory protections.
- Policy** The Franklin Township Police Department is committed to utilizing the Flock Safety ALPR system to enhance public safety, deter and solve crimes, and support lawful investigations. The system will be operated in a manner that respects individual privacy rights and complies with applicable laws and regulations.

Procedure

I. Definitions

- A. Automated License Plate Reader (ALPR): A technology that captures and processes digital images of license plates and vehicles, extracting and storing plate data, vehicle images, and associated metadata.
- B. Flock Safety System: A cloud-based ALPR platform provided by Flock Safety, which includes hardware installation, data storage, and software access for authorized personnel.

II. Authorized Use

- A. Authorized Personnel: Only sworn officers and designated civilian staff who have completed Flock Safety training are permitted to access and utilize the ALPR system.
- B. Permissible Purposes: The ALPR system may be used for:
 - 1. Investigating and solving crimes.
 - 2. Locating stolen vehicles.
 - 3. Identifying vehicles associated with wanted individuals.
 - 4. Supporting Amber Alerts and other public safety initiatives.
- C. Prohibited Uses: The ALPR system shall not be used for:
 - 1. Harassment or intimidation of individuals or groups.
 - 2. Profiling based on race, ethnicity, religion, political affiliation, or other protected characteristics.
 - 3. Personal, non-law enforcement purposes.
 - 4. Infringing upon First Amendment rights.

III. Supervisor's Responsibilities

- A. At the beginning of their shift, desk supervisors shall log in to their individual Flock Safety accounts for the entirety of their shift(s) and monitor, at minimum, for the following alerts/activations:
 - 1. Missing Persons / Child
 - 2. Stolen Vehicle
 - 3. Stolen Plate

4. Raven Gunshot Detection Activations

- B. Upon receiving an alarm, the ALPR supervisor/operator must use readily available information to verify the accuracy of the "hit." The operator must visually confirm that the actual license plate number matches the one displayed on the ALPR screen. Confirm that the "hit" remains active by checking the information through NCIC or DMV lookup.
 - 1. It's important to note that an ALPR alarm alone does not provide sufficient probable cause for a stop or arrest without further verification.
- C. The supervisor will provide verified "hit" information to the area cars to take necessary police action and/or investigation.
 - 1. All "hit" information must be documented in the appropriate reports, including the shift report and any required incident or arrest reports.

IV. Database Access

- A. Whenever a member of the department accesses the Flock database:
 - 1. A corresponding case number or computer-aided dispatch (CAD) number shall be associated with that access in the "Search Reason" field. Examples of descriptions include but are not limited to:
 - a. "Search for suspect vehicle"
 - b. "Search for missing person"
 - c. One-word entries in the "Search Reason" field are prohibited.

V. Data Management

- A. Data Collection: The Flock Safety cameras capture license plate numbers, vehicle images, and metadata, including time, date, and location.
- B. Data Storage: All data is securely stored in the cloud with AES-256 encryption. Data is retained for 30 days on a rolling basis and is automatically deleted thereafter, unless retained for evidentiary purposes.
- C. Access Control: Access to ALPR data is restricted to authorized personnel. All access is logged and subject to audit to ensure compliance with this policy.
- D. Data Sharing: Data will not be shared with external agencies or third parties without proper legal authorization. Any sharing of data must comply with applicable laws and departmental procedures.

VI. Oversight and Accountability

- A. Audits: Regular audits will be conducted to ensure compliance with this policy and to assess the effectiveness of the ALPR system.

- B. Transparency: The department will maintain a public-facing ALPR Transparency Portal, providing information on the system's use and outcomes to foster community trust.
- C. Training: All authorized users will receive initial and ongoing training on the proper use of the ALPR system, including legal and ethical considerations.

VII. Legal Compliance

- A. The use of the Flock Safety ALPR system shall comply with all federal, state, and local laws, including privacy and data protection statutes. The department will regularly review and update this policy to ensure continued compliance with evolving legal standards.