



ICMS #: 2021-0089

March 12, 2021

**Complaint:** Complainant alleges [REDACTED] arrested the wrong person following an incident at her brother's house.

*This notice of formal complaint is a request for Internal Affairs to initiate an investigation in order to determine if the employee conduct is within compliance of APD policy, Civil Service Rules, and Municipal Civil Service Rules.*

**Recommended Administrative Policies to Review (to include but not limited to):**

**303.3.1 WHEN DEPARTMENT ISSUED BWC SYSTEM USE IS REQUIRED**

This section is not intended to describe every possible situation where the system may be used. In some circumstances it may not be possible to capture images of an incident due to conditions or location of the camera, however the audio portion can be valuable evidence and is subject to the same activation requirements. The BWC should only be activated for law enforcement purposes. (a) All units responding to a scene shall activate their department issued BWC equipment when they: Arrive on-scene to any call for service.

**303.4 REQUIRED ENTRY OF METADATA FOR BWC RECORDINGS**

All BWC recordings shall be assigned a category. Doing so determines the length of time the recording is retained in the Evidence.com storage system.

(b) Employees shall ensure that within two weeks from the recording date all videos are assigned the proper category and the ID field contains the 9-digit incident number (YYJJJ#####), if applicable.

**Recommended Classification:** *The OPO is permitted to make a preliminary recommendation on the classification of administrative cases.*

***The OPO recommends that this allegation receive an B classification.***