

GRAND FORKS POLICE DEPARTMENT**SPECIAL ORDER 2015-01****REVISED**

SUBJECT: Retention Schedule for Body Worn Camera and Mobile Video Recording Systems

ISSUED BY: Mark Nelson, Chief of Police

EFFECTIVE DATE: 06-26-2016

DISTRIBUTION: All Personnel via GFPD Dashboard, Memorandums/Guidance Letters

- I The following is the retention schedule for the Mobile Video Recording (MVR) and Body Worn Camera (BWC) Systems. All MVR and BWC video will be deleted upon the completion of the appropriate Court/NDCC requirements or as follows:

A) MVR

Type of Call	Retention Period
Urgent Response	90 days
Traffic Stop (no citation)	30 days
Traffic Stop (citation)	90 days
Criminal Incident	180 days
Traffic Crash Investigation	90 days
DUI Arrest	180 days
Other	30 days

B) BWC: Classified (Entered into DIMS)

Type of Call	Retention Period
Traffic Stop (no citation)	30 days
Traffic Stop (citation)	90 days
Criminal Incident	Guided by NDCC Statute of Limitations
Other	30 days

C) BWC: Unclassified (Entered into BWC video repository)

Type of Call	Retention Period
All Types of Calls	30 days

D) All BWC and MVR video released by any prosecuting agency for disposition purposes will be retained for 30 calendar days prior to their destruction.

II This Special Order rescinds and replaces Special Order 2014-18 dated December 4, 2014.

II This Special Order revises Special Order 2015-01 dated February 24, 2015.