

State Fiscal Year 2024 Illinois Freedom from Drone Surveillance Act Report

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INTRODUCTION

The Freedom from Drone Surveillance Act [\[725 ILCS 167\]](#) prohibits Illinois law enforcement agencies from using drones to gather information except for specific exempted uses detailed in Section 15 of the Act¹. Since June 16, 2023, law enforcement agencies in Illinois have been required to report individual drone flight details and agency policies for drone usage in addition to other details of drone ownership. The Illinois Criminal Justice Information Authority (ICJIA) is required to compile and publish an annual report on law enforcement drone use. This is the State Fiscal Year 2024 (SFY24) Annual Report.

ILLINOIS LAW ENFORCEMENT DRONE REPORTING

The Freedom from Drone Surveillance Act states:

On July 1 of each year, the Authority shall publish on its publicly available website a concise report that lists every law enforcement agency that owns a drone, and for each of those agencies, the number of drones that it owns, the number of times a drone was used pursuant to each paragraph of Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1. 725 ILCS 167/35(b).

Thus, each law enforcement agency is required to report drone ownership, usage, and policies to ICJIA. Under Section 5 of the Act, a “law enforcement agency” is defined as “any agency or political subdivision of the state vested by law with the duty to maintain public order and enforce criminal laws.” A “drone” is defined as “any aerial vehicle that does not carry a human operator.”²

ICJIA used an online survey to collect agency data. The Illinois Law Enforcement Alarm System provided email addresses for 2,004 police chiefs and other contacts in 955 law enforcement agencies. In March 2024, an email was sent to these agencies requesting reports on agency drone ownership, usage, and policies via the Qualtrics survey. Agencies that did not respond after the initial email was sent up to two reminders prior to the April 1 deadline.

As agencies reported their drone usage, it became apparent that many agencies used drones more frequently than what could be reported in a single Qualtrics survey response. ICJIA sent follow-up emails to agencies to facilitate the resubmission and/or verification of flight information via email.

Overall, 312 agencies responded, a decrease from the 401 responding agencies in SFY23. Of the 312 responding agencies, 149 reported owning 457 drones. In total, 2,693 drone flights were reported. Twenty-two agencies reported owning a drone and conducting no flights. Seven agencies reported owning a drone but did not report flight information.

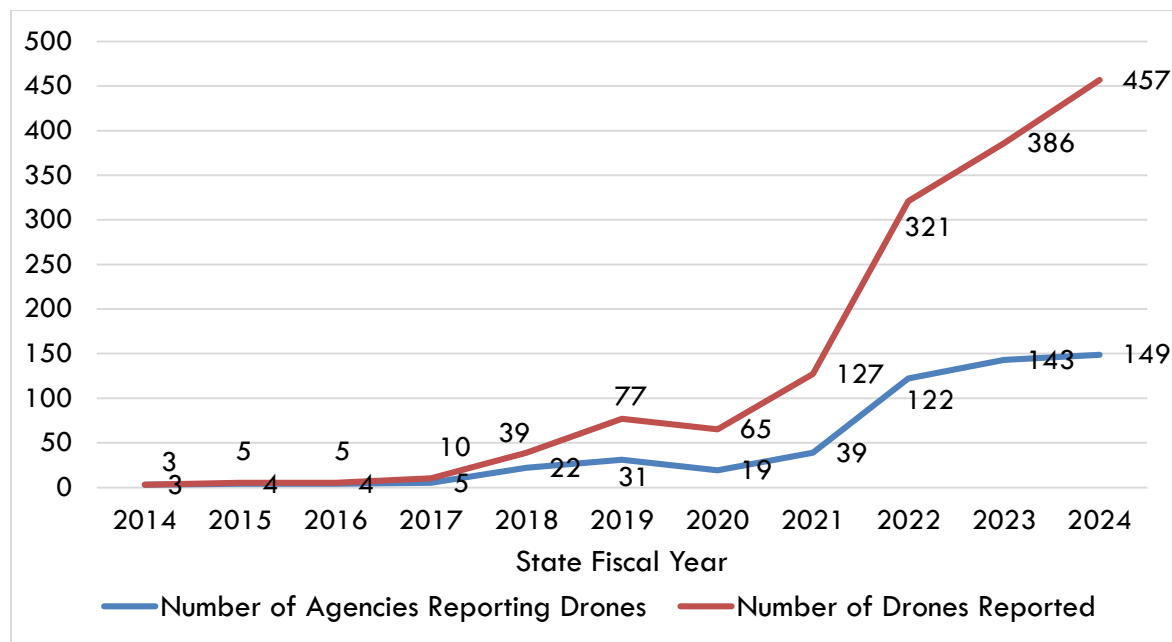
¹ Appendix 1 contains the full text of Section 15 with details of exact exemptions.

² The term Unmanned Aircraft Systems (UAS) is prevalent in reporting and policy documents, as this term is used by the Federal Aviation Administration.

By comparison, in SFY14, the first year of reporting to ICJIA, three agencies reported drone ownership. Notable increases in drones started in SFY17 (Figure 1). However, the gradual increase in agency reporting, rather than increased drone ownership, may have accounted for some of the reported increase. Figure 1 shows responding agencies owning drones and the total number of drones by year since 2014.

Figure 1

Number of Agencies Owning Drones and Number of Drones, State Fiscal Years 2014-2024



Note. The data sources were Illinois law enforcement agency reports to ICJIA.

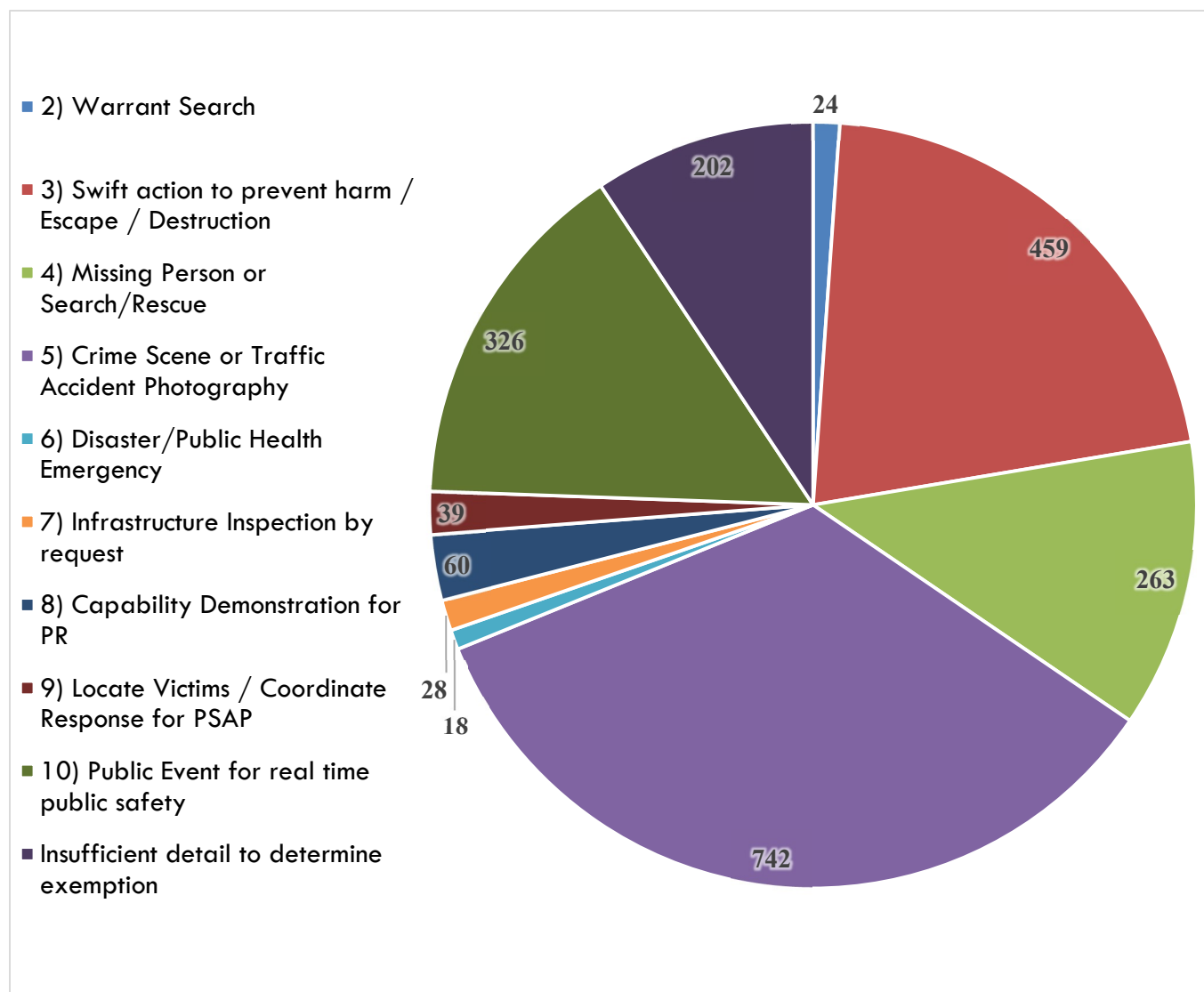
Drone Usage

Agencies submitted details of 2,693 flights, including dates, times, locations, and reasons for use. The level of detail and the format of data submitted to ICJIA varied considerably, likely due to this being the initial year of reporting flight details. For reason of use, law enforcement agencies were asked to describe the reason in an open text field. While some agencies reported an exemption category under Section 15 as the reason for the flight, other agencies provided brief narrative details without indicating the exemption category. To facilitate summary reporting, ICJIA staff made a good faith effort to categorize flights to exemptions where a clear indication of reason was present.

Of the 2,693 flights, 532 flights were indicated as training. Figure 2 shows the breakdown of the other 2,161 flights by the 10 exemptions specified in Section 15 of the Act. The exemptions are abbreviated using ICJIA phrasing, however the full text of Section 15 is included in Appendix A.

Figure 2

Summary of Statutory Exemption for Non-Training Drone Flights, July 2023-March 2024



Note. Illinois law enforcement agency reports to ICJIA, and ICJIA categorization to Section 15 exemption. No use of drones was reported under Section 15-1, credible terrorist threats, therefore 1 is omitted from the figure.

The most frequently reported use of drones was for crime scene or traffic accident scene photography (Section 15-5), comprising 742 flights. This was followed by 459 exempt flights, which Section 15-3 details as a use of drones when “swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence.” No flights were reported due to credible terrorist threats, Section 15-1.

ICJIA staff left 202 flights uncategorized for purposes of Figure 2, though the vast majority of these appeared exempt under the Act. The Qualtrics survey permitted law enforcement to

provide the reason for each flight, and it was often submitted as a brief narrative, such as “drone was deployed to search for victims in water.” However, depending on circumstances, searching for victims could fall under exemptions 2, 4, 6, or 9 of Section 15 of the Act, and indeed may well fall under more than one.

As mentioned, ICJIA received reports of 532 training flights, such as using drones for staff to learn how to operate the drones or how to coordinate a drone with officers or other first responders. These training flights are not explicitly covered in the exemptions. However, communication with agencies indicated that these are seen as “non-information gathering operations” and, thus, are not prohibited by the Act.³ Indeed, some agencies indicated that they excluded training flights from their reporting for this reason. At least one agency did not report deployments of small drones inside of buildings for tactical use by SWAT, as this was also seen as a non-information gathering deployment. Notably, nine *submitted* flights were for SWAT deployments, and they were included in the uncategorized group.

All submitted flight details are attached in Appendix B, including the reason for the flight as originally provided to ICJIA.⁴

Drone Policy

One hundred and fifty-five law enforcement agencies submitted their drone usage policies to ICJIA. Notably, most policies were filed as Unmanned Aircraft Systems (UAS) policies. UAS is the term used by the Federal Aviation Administration (FAA), and policy documents generally also cover aspects of compliance with FAA guidelines. These are compiled and reported in Appendix C.

CONCLUSION

Because of expanded reporting under the revised Freedom from Drone Surveillance Act, this annual report is the first to present information describing how law enforcement in Illinois deploys drones. Reports submitted by Illinois law enforcement agencies show that usage under the act supports a variety of investigations, rapid responses, and support of first response activities.

³ Section 10 of the Act states: “Prohibited use of drones. Except as provided in Section 15, a law enforcement agency may not use a drone to gather information.”

⁴ ICJIA categorizations of exemption reasons are not included in Appendix 2 as they were not specified by the agencies. Many agencies explicitly or directly referenced Section 15 exemptions in their provided reasons.

Appendix A: Section 15 of the Act

Sec. 15. Exceptions. This Act does not prohibit the use of a drone by a law enforcement agency:

(1) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.

(2) If a law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.

(3) If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

(4) If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.

(5) If a law enforcement agency is using a drone solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences. The use of a drone under this paragraph (5) on private property requires either a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963 or lawful consent to search. The use of a drone under this paragraph (5) on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search. Any law enforcement agency operating a drone under this paragraph (5) shall make every reasonable attempt to only photograph the crime scene or traffic crash scene and avoid other areas.

(6) If a law enforcement agency is using a drone during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act. The use of a drone under this paragraph (6) does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a drone under this paragraph (6) to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a drone under this paragraph (6) is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.

(7) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph (7) shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.

(8) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.

(9) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.

(10) If a law enforcement agency is using a drone at a routed event or special event. The use of a drone under this paragraph (10) requires that:

(A) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;

(B) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and

(C) the drone is flown in accordance with Federal Aviation Administration safety regulations.

Under this paragraph (10), a law enforcement agency may use the drone:

(i) in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or

(ii) during the event to proactively support public safety personnel by monitoring the event footprint in real time:

(I) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;

(II) to evaluate crowd size and density;

(III) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;

(IV) to assist in the response of public safety personnel to a real-time public safety incident at the event; and

(V) to assess the traffic and pedestrian flow around the event in real time.

Appendix B: Flight Log Data

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Addison Police Department	Addison	No	0	0					
Algonquin Police Department	Algonquin	Yes	2	21	2023-06-18T02:54:00Z	Outside Assist-Forestall Escape	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-09T18:48:00Z	Accident W/Injuries Scene Photography	Algonquin, IL Rt. 62	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-15T00:08:00Z	Outside Assist-Forestall Escape	Barrington Hills, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-20T17:30:00Z	Event Security	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-21T14:42:00Z	Permitted Special Routed Event	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-23T20:45:00Z	Event Security	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-07-24T00:45:00Z	Outside Assist-Forestall Escape	Huntley, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-08-01T19:00:00Z	NNO demonstration	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-08-12T22:27:00Z	Accident W/Injuries Scene Photography	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-09-03T23:18:00Z	Outside Assist-Forestall Escape	Unincorporated Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-09-22T23:17:00Z	Accident W/Injuries Scene Photography	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-09-24T04:15:00Z	Assist Other Police-Forestall Escape	Crystal Lake, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-10-07T13:30:00Z	Permitted Special Event	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-10-20T03:32:00Z	Outside Assist-Missing Person	Carpentersville, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-10-21T15:00:00Z	Permitted Special Event	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-11-04T03:18:00Z	Forestall Escape	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-11-05T04:40:00Z	Missing Person	Crystal Lake, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-12-02T19:00:00Z	Permitted Special Event	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2023-12-21T12:36:00Z	Training	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2024-01-22T15:00:00Z	Forestall Escape	Algonquin, IL	No	No
Algonquin Police Department	Algonquin	Yes	2	21	2024-03-27T20:26:00Z	Forestall Escape	Algonquin, IL	No	No
Antioch Police Department	Antioch	Yes	2	8	2023-06-27T12:00:00Z	Test/Training	433 Orchard St Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2023-07-25T17:30:00Z	Investigation/Public Safety - Check for infrastructure damage from crash	Rte 83/Lake St - Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2023-08-10T12:45:00Z	Locate person in woods	Hillside/Depot - Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2023-10-12T18:30:00Z	Parade- Check Roof	Rte 83/Orchard St- Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2023-11-24T18:30:00Z	Parade - Check Roof	Rte 83/ Orchard St- Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2024-02-11T10:00:00Z	Training	Trevor, WI	No	No
Antioch Police Department	Antioch	Yes	2	8	2024-06-28T08:00:00Z	Investigation - Locate items	Trevor Rd and Kennedy - Antioch	No	No
Antioch Police Department	Antioch	Yes	2	8	2024-07-04T10:00:00Z	4th of July Parade - Check Rooftops	Rte 83/Orchard - Antioch	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-01-04T03:00:00Z	Sec 15 (3) Prevent Imminent Harm to Life, Imminent Escape, Destruction of Evidence	Falcon/Tonne	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-01-04T03:00:00Z	Sec 15 (3) Prevent Imminent Harm to Life, Imminent Escape, Destruction of Evidence	Falcon/Tonne	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-01T12:00:00Z	Sec 15 (10) Routed or Special Event	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-02T12:00:00Z	Sec 15 (10) Routed or Special Event	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-03T12:00:00Z	Sec 15 (10) Routed or Special Event	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-04T12:00:00Z	Sec 15 (10) Routed or Special Event	Downtown VAH 299 N Dunton	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-04T12:00:00Z	Sec 15 (10) Routed or Special Event	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-06T12:00:00Z	Sec 15 (10) Routed or Special Event	Harmony Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-07-07T12:00:00Z	Sec 15 (10) Routed or Special Event	Harmony Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-08-04T09:00:00Z	Sec 15 (10) Routed or Special Event	Lake Arlington	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-09-29T17:00:00Z	Sec 15 (10) Routed or Special Event	Harmony Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-09-30T15:00:00Z	Sec 15 (10) Routed or Special Event	Harmony Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-10-16T08:15:00Z	Sec 15 (8) Public Demonstration	St Viator High School	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-10-19T13:15:00Z	Sec 15 (8) Public Demonstration	St Viator High School	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-10-24T12:00:00Z	Sec 15 (9) 911 Call for Service	S White Oak St/ S Walnut Ave	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-10-24T18:30:00Z	Sec 15 (8) Public Demonstration	AHPD	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-05T16:30:00Z	Sec 15 (8) Public Demonstration	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-05T18:45:00Z	Sec 15 (9) 911 Call for Service	2316 E. Rand Rd	Yes	Yes
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-09T10:00:00Z	Sec 15 (8) Public Demonstration	15 E Canterbury	Yes	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-14T15:30:00Z	Sec 15 (5) Photograph Crime Scene or Traffic Crash Scene	Rec Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-17T00:30:00Z	Sec 15 (5) Photograph Crime Scene or Traffic Crash Scene	24 S. Dunton	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-11-22T16:00:00Z	Sec 15 (10) Routed or Special Event	North School Park	Yes	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2023-12-04T18:00:00Z	Sec 15 (9) 911 Call for Service	2015 N. Verde Drive	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-02T10:45:00Z	Sec 15 (8) Public Demonstration	Nickol Knoll Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-03T08:55:00Z	Sec 15 (8) Public Demonstration	Nickol Knoll Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-05T09:15:00Z	Sec 15 (8) Public Demonstration	Recreation Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-06T13:15:00Z	Sec 15 (8) Public Demonstration	Wilke/Dundee	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-06T13:30:00Z	Sec 15 (8) Public Demonstration	Wilke/Dundee	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-08T00:15:00Z	Sec 15 (8) Public Demonstration	Sunset Meadows Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-08T00:45:00Z	Sec 15 (8) Public Demonstration	Sunset Meadows Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-11T12:30:00Z	Sec 15 (8) Public Demonstration	Frontier Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-13T12:00:00Z	Sec 15 (8) Public Demonstration	Nickol Knoll Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-14T02:20:00Z	Sec 15 (8) Public Demonstration	Arlington Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-14T02:40:00Z	Sec 15 (8) Public Demonstration	Arlington Park	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-14T03:00:00Z	Sec 15 (8) Public Demonstration	Arlington Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-18T13:00:00Z	Sec 15 (3) Prevent Imminent Harm to Life, Imminent Escape, Destruction of Evidence	2508 Brush Rd in Schaumburg, Illinois	Yes	Yes
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-20T09:20:00Z	Sec 15 (5) Photograph Crime Scene or Traffic Crash Scene	1802 N. Arlington Hts Rd, AH	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-02-22T10:15:00Z	Sec 15 (8) Public Demonstration	200 E. Sigwalt	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2024-03-07T10:00:00Z	Sec 15 (8) Public Demonstration	Nickol Knoll Park	No	No
Arlington Heights Police Department	Arlington Heights	Yes	3	41	2203-11-05T16:00:00Z	Sec 15 (8) Public Demonstration	Recreation Park	No	No
Assumption Police Department	Assumption	No	0	0					
Aurora	Aurora PD	Yes	7	156	2023-01-10T21:05:00Z	Missing Person	(41.783814,-88.279191)	No	
Aurora	Aurora PD	Yes	7	156	2023-01-10T21:32:00Z	Missing Person	(41.783774,-88.279175)	No	
Aurora	Aurora PD	Yes	7	156	2023-01-10T21:35:00Z	Missing Person	(41.783755,-88.279163)	No	
Aurora	Aurora PD	Yes	7	156	2023-01-10T21:50:00Z	Missing Person	(41.78381,-88.279196)	No	
Aurora	Aurora PD	Yes	7	156	2023-02-10T01:49:00Z	Forestall Escape	(41.754156,-88.295905)	No	
Aurora	Aurora PD	Yes	7	156	2023-02-11T11:49:00Z	Missing Person	(41.744132,-88.339639)	No	
Aurora	Aurora PD	Yes	7	156	2023-03-08T21:12:00Z	Missing Person	(41.764204,-88.280337)	No	
Aurora	Aurora PD	Yes	7	156	2023-03-08T21:45:00Z	Missing Person	(41.764646,-88.269077)	No	
Aurora	Aurora PD	Yes	7	156	2023-03-08T22:09:00Z	Forestall Escape	(41.762715,-88.27687)	No	
Aurora	Aurora PD	Yes	7	156	2023-04-10T02:15:00Z	Forestall Escape	(41.804278,-88.274639)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-07T02:29:00Z	Forestall Escape	(41.753362,-88.283936)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T12:39:00Z	Routed Event/Special Event	(41.751802,-88.281227)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T13:05:00Z	Routed Event/Special Event	(41.75202,-88.2797)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T13:32:00Z	Routed Event/Special Event	(41.751823,-88.28123)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T13:47:00Z	Routed Event/Special Event	(41.751783,-88.281246)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T14:03:00Z	Routed Event/Special Event	(41.751766,-88.281301)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T14:35:00Z	Routed Event/Special Event	(41.754056,-88.282722)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-10T16:02:00Z	Missing Person	(41.76227,-88.31352)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:19:00Z	SRT Callout and Command	(41.759278,-88.225725)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:22:00Z	Routed Event/Special Event	(41.759263,-88.225727)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:27:00Z	SRT Callout and Command	(41.758601,-88.22477)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:36:00Z	SRT Callout and Command	(41.758538,-88.22493)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:36:00Z	SRT Callout and Command	(41.758531,-88.224911)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:40:00Z	SRT Callout and Command	(41.758563,-88.22493)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:49:00Z	SRT Callout and Command	(41.759277,-88.225716)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:50:00Z	SRT Callout and Command	(41.758601,-88.224962)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T15:52:00Z	Routed Event/Special Event	(41.759257,-88.225725)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:11:00Z	SRT Callout and Command	(41.758954,-88.225615)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:11:00Z	SRT Callout and Command	(41.759265,-88.225727)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:14:00Z	SRT Callout and Command	(41.759257,-88.225728)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:31:00Z	SRT Callout and Command	(41.758985,-88.225387)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:35:00Z	SRT Callout and Command	(41.758556,-88.224808)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:36:00Z	Routed Event/Special Event	(41.759261,-88.225716)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T16:52:00Z	SRT Callout and Command	(41.758981,-88.225312)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T17:07:00Z	SRT Callout and Command	(41.758964,-88.225388)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T17:15:00Z	SRT Callout and Command	(41.758939,-88.225362)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T17:17:00Z	SRT Callout and Command	(41.758563,-88.22495)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T17:38:00Z	SRT Callout and Command	(41.758965,-88.225388)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T18:03:00Z	SRT Callout and Command	(41.758942,-88.225296)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T18:10:00Z	SRT Callout and Command	(41.758542,-88.224946)	No	
Aurora	Aurora PD	Yes	7	156	2023-05-12T18:34:00Z	SRT Callout and Command	(41.758967,-88.22552)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-09T01:45:00Z	Forestall Escape	(41.767532,-88.299357)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-09T01:45:00Z	Forestall Escape	(41.767642,-88.298942)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-12T17:47:00Z	Forestall Escape	(41.74292,-88.335774)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-12T17:48:00Z	Forestall Escape	(41.742917,-88.335735)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-12T18:34:00Z	Forestall Escape	(41.746019,-88.317732)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-17T16:15:00Z	Crime Scene Photography	(41.886673,-88.29824)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-17T16:18:00Z	Crime Scene Photography	(41.886654,-88.2982)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-17T16:22:00Z	Crime Scene Photography	(41.88669,-88.29827)	No	
Aurora	Aurora PD	Yes	7	156	2023-06-17T22:00:00Z	Missing Person	(41.796429,-88.27156)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-08T11:10:00Z	SRT Callout and Command	(41.778445,-88.28176)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-08T11:34:00Z	SRT Callout and Command	(41.778402,-88.281771)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-14T01:27:00Z	Destruction of Evidence	(41.755933,-88.217435)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-17T10:18:00Z	Forestall Escape	(41.741574,-88.300621)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-19T19:16:00Z	Crime Scene Photography	(41.78427,-88.286136)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-19T20:39:00Z	Forestall Escape	(41.769584,-88.301517)	No	
Aurora	Aurora PD	Yes	7	156	2023-07-20T23:49:00Z	Forestall Escape	(41.81007,-88.252669)	No	

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Aurora	Aurora PD	Yes	7	156	2023-07-24T18:21:00Z	Forestall Escape	(41.789985,-88.239023)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-08T01:01:00Z	Missing Person	(41.77806,-88.342581)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-08T09:22:00Z	Forestall Escape	(41.749802,-88.290047)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-09T01:04:00Z	Forestall Escape	(41.773088,-88.291248)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-16T20:06:00Z	Traffic Crash Photography	(41.76044,-88.260834)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-25T03:26:00Z	Forestall Escape	(41.735094,-88.273635)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-25T03:58:00Z	Forestall Escape	(41.735073,-88.273643)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-28T22:27:00Z	Missing Person	(41.76042,-88.305089)	No	
Aurora	Aurora PD	Yes	7	156	2023-08-29T04:24:00Z	Missing Person	(41.772427,-88.279152)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T14:54:00Z	Forestall Escape	(41.779867,-88.348961)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T15:19:00Z	Forestall Escape	(41.776599,-88.343916)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T15:23:00Z	Forestall Escape	(41.779755,-88.34887)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T15:43:00Z	Forestall Escape	(41.776771,-88.343866)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T15:47:00Z	Forestall Escape	(41.776604,-88.343918)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-08T15:54:00Z	Forestall Escape	(41.776613,-88.343899)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T14:24:00Z	SRT Callout and Command	(41.761489,-88.309716)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T14:52:00Z	SRT Callout and Command	(41.761469,-88.309712)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T15:18:00Z	SRT Callout and Command	(41.761497,-88.309709)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T15:58:00Z	SRT Callout and Command	(41.761478,-88.309716)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T16:01:00Z	SRT Callout and Command	(41.761489,-88.309723)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T16:05:00Z	SRT Callout and Command	(41.761486,-88.309709)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-09T20:53:00Z	SRT Callout and Command	(41.761387,-88.309794)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-10T02:06:00Z	Forestall Escape	(41.740571,-88.278438)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-13T02:59:00Z	Missing Person	(41.74487,-88.229611)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-13T03:35:00Z	Missing Person	(41.745962,-88.21978)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-15T22:44:00Z	Disaster/Public Health Emergency	(41.759105,-88.320058)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-15T23:14:00Z	Disaster/Public Health Emergency	(41.759098,-88.320031)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-15T23:44:00Z	Disaster/Public Health Emergency	(41.759097,-88.320076)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-16T00:15:00Z	Disaster/Public Health Emergency	(41.759122,-88.32004)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-16T00:46:00Z	Disaster/Public Health Emergency	(41.759102,-88.320074)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-21T05:56:00Z	SRT Callout and Command	(41.747141,-88.287333)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-21T06:01:00Z	SRT Callout and Command	(41.747148,-88.287375)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-21T06:23:00Z	SRT Callout and Command	(41.747137,-88.28732)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-27T05:13:00Z	Traffic Crash Photography	(41.767196,-88.396443)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-27T05:44:00Z	Traffic Crash Photography	(41.767177,-88.396453)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-29T15:54:00Z	Missing Person	(41.741848,-88.334024)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-30T19:37:00Z	Missing Person	(41.761531,-88.309797)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-30T19:57:00Z	Missing Person	(41.761516,-88.309804)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-30T20:02:00Z	Missing Person	(41.762186,-88.30628)	No	
Aurora	Aurora PD	Yes	7	156	2023-09-30T20:06:00Z	Missing Person	(41.761504,-88.309817)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-09T17:54:00Z	SRT Callout and Command	(41.761418,-88.309713)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-09T18:21:00Z	SRT Callout and Command	(41.761401,-88.309763)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-09T18:29:00Z	SRT Callout and Command	(41.761385,-88.309762)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-09T18:56:00Z	SRT Callout and Command	(41.761414,-88.309765)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-17T22:20:00Z	Missing Person	(41.78316,-88.301091)	No	
Aurora	Aurora PD	Yes	7	156	2023-10-24T03:45:00Z	Forestall Escape	(41.775824,-88.306638)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-08T21:19:00Z	Missing Person	(41.751718,-88.220266)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-11T04:24:00Z	Routed Event/Special Event	(41.755889,-88.313913)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-11T09:22:00Z	Routed Event/Special Event	(41.756554,-88.316318)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-11T10:13:00Z	Routed Event/Special Event	(41.756556,-88.316365)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-13T18:09:00Z	Traffic Crash Photography	(41.733536,-88.260271)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-17T17:39:00Z	Routed Event/Special Event	(41.756001,-88.316759)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-22T23:18:00Z	Forestall Escape	(41.741558,-88.322655)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-24T07:14:00Z	Forestall Escape	(41.746566,-88.308375)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T00:54:00Z	Forestall Escape, SRT Callout and Command	(41.718133,-88.28181)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T01:22:00Z	Forestall Escape, SRT Callout and Command	(41.718127,-88.281815)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T01:49:00Z	Forestall Escape, SRT Callout and Command	(41.718303,-88.281922)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T02:16:00Z	Forestall Escape, SRT Callout and Command	(41.7183,-88.281924)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T02:48:00Z	Forestall Escape, SRT Callout and Command	(41.718302,-88.281907)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-25T02:49:00Z	Forestall Escape, SRT Callout and Command	(41.718273,-88.28173)	No	
Aurora	Aurora PD	Yes	7	156	2023-11-30T22:41:00Z	Forestall Escape	(41.781926,-88.242413)	No	
Aurora	Aurora PD	Yes	7	156	2023-12-12T19:13:00Z	Forestall Escape	(41.758143,-88.297766)	No	
Aurora	Aurora PD	Yes	7	156	2023-12-13T02:28:00Z	Forestall Escape	(41.751565,-88.307334)	No	
Aurora	Aurora PD	Yes	7	156	2023-12-13T02:59:00Z	Forestall Escape	(41.751592,-88.307349)	No	

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Aurora	Aurora PD	Yes	7	156	2023-12-16T00:36:00Z	Forestall Escape	(41.73315,-88.26983)	No	
Aurora	Aurora PD	Yes	7	156	2023-12-26T00:46:00Z	Missing Person	(41.773344,-88.349489)	No	
Aurora	Aurora PD	Yes	7	156	2023-12-30T01:12:00Z	Forestall Escape	(41.7353,-88.256906)	No	
Aurora	Aurora PD	Yes	7	156	2024-01-03T02:15:00Z	Traffic Crash Photography	(41.77282,-88.306008)	No	
Aurora	Aurora PD	Yes	7	156	2024-01-03T02:20:00Z	Traffic Crash Photography	(41.773137,-88.30614)	No	
Aurora	Aurora PD	Yes	7	156	2024-01-03T02:22:00Z	Traffic Crash Photography	(41.773185,-88.306141)	No	
Aurora	Aurora PD	Yes	7	156	2024-01-03T02:25:00Z	Traffic Crash Photography	(41.773056,-88.306119)	No	
Aurora	Aurora PD	Yes	7	156	2024-01-31T21:34:00Z	Missing Person	(41.737485,-88.322472)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-15T03:00:00Z	Forestall Escape	(41.723759,-88.187037)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-15T03:19:00Z	Forestall Escape	(41.723741,-88.186988)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-18T03:51:00Z	Missing Person	(41.715155,-88.243681)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-18T04:15:00Z	Missing Person	(41.721501,-88.239036)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-18T04:41:00Z	Missing Person	(41.715217,-88.243675)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-19T00:17:00Z	Forestall Escape	(41.776199,-88.342749)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-19T00:46:00Z	Forestall Escape	(41.77626,-88.342773)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-20T03:05:00Z	Routed Event/Special Event	(41.759155,-88.308389)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-23T05:44:00Z	Forestall Escape	(41.769134,-88.291123)	No	
Aurora	Aurora PD	Yes	7	156	2024-02-25T00:35:00Z	Forestall Escape	(41.809723,-88.326992)	No	
Aurora	Aurora PD	Yes	7	156	2024-03-17T10:15:00Z	Routed Event/Special Event	(41.756874,-88.316212)	No	
Aurora	Aurora PD	Yes	7	156	2024-03-19T22:56:00Z	Missing Person	(41.815991,-88.285681)	No	
Aurora	Aurora PD	Yes	7	156	2024-04-02T23:50:00Z	Missing Person	(41.745648,-88.329726)	No	
Aurora	Aurora PD	Yes	7	156	2024-05-02T00:35:00Z	Missing Person	(41.742011,-88.333945)	No	
Aurora	Aurora PD	Yes	7	156	2024-05-02T00:39:00Z	Missing Person	(41.741987,-88.333919)	No	
Aurora	Aurora PD	Yes	7	156	2024-05-02T01:03:00Z	Missing Person	(41.739433,-88.336275)	No	
Aurora	Aurora PD	Yes	7	156	2024-05-02T13:26:00Z	Search and Rescue	(41.741874,-88.334205)	No	
Aurora	Aurora PD	Yes	7	156	2024-08-03T00:08:00Z	Forestall Escape	(41.751646,-88.329907)	No	
Aurora	Aurora PD	Yes	7	156	2024-08-03T00:08:00Z	Forestall Escape	(41.751645,-88.329978)	No	
Aurora	Aurora PD	Yes	7	156	2024-08-03T23:57:00Z	Missing Person	(41.765001,-88.214727)	No	
Aurora	Aurora PD	Yes	7	156	2024-09-02T12:42:00Z	Routed Event/Special Event	(41.730435,-88.316442)	No	
Aurora	Aurora PD	Yes	7	156	2024-10-03T23:52:00Z	Forestall Escape	(41.757041,-88.342734)	No	
Aurora	Aurora PD	Yes	7	156	2024-11-01T00:16:00Z	Traffic Crash Photography	(41.760725,-88.227273)	No	
Aurora	Aurora PD	Yes	7	156	2024-11-01T00:42:00Z	Traffic Crash Photography	(41.760738,-88.227263)	No	
Aurora	Aurora PD	Yes	7	156	2024-11-01T01:10:00Z	Routed Event/Special Event	(41.760738,-88.227277)	No	
Aurora	Aurora PD	Yes	7	156	2024-11-01T01:12:00Z	Routed Event/Special Event	(41.760749,-88.227277)	No	
Aurora	Aurora PD	Yes	7	156	2024-11-01T01:25:00Z	Routed Event/Special Event	(41.760741,-88.227286)	No	
Aurora University Police Department	Aurora, IL	No	0	0					
Bannockburn Police Department	Bannockburn	No	0	0					
Barrington Hills Police	Barrington Hills	No	0	0					
Barrington Police Department	Barrington	No	0	3	2023-05-27T08:00:00Z	Security and safety of Barrington Art Festival which had several thousand attendees.	100 E. Station, Barrington, IL 60010	No	No
Barrington Police Department	Barrington	No	0	3	2023-07-04T08:00:00Z	Safety and security for the July 4th parade.	Main Street from Hart Road to Route	No	No
Barrington Police Department	Barrington	No	0	3	2023-09-23T08:00:00Z	Safety and security for the Homecoming parade.	Main Street from Hart Road to North	No	No
Bartlett Police Department	Bartlett	Yes	3	5	2023-07-03T20:25:00Z	Forth of July Fest	Bartlett Community Center (Skate P	No	No
Bartlett Police Department	Bartlett	Yes	3	5	2023-07-04T22:48:00Z	Forth of July Fest	Bartlett Community Center (Skate P	No	No
Bartlett Police Department	Bartlett	Yes	3	5	2023-08-09T22:24:00Z	An attempted stolen vehicle disrupted by homeowner. Homeowner gave chase and a su	The Village Church of Bartlett, 601 W	No	No
Bartlett Police Department	Bartlett	Yes	3	5	2023-11-11T21:08:00Z	Domestic Battery incident where offender fled the scene on foot.	Bartlett Elementary School. 111 E. N	No	No
Bartlett Police Department	Bartlett	Yes	3	5	2024-02-13T18:50:00Z	Missing Person	Independence School. 200 Taylor A	No	No
						(3) Protect Life, Prevent Escape / Evidence Destruction Check Welfare - suicidal subject	737 Alberosky Way, Batavia, IL 60510	Yes	No
Batavia Police Department	Batavia	Yes	1	19	2023-06-30T09:55:00Z	(10) Routed / Special Event Windmill City Pre-Event			
Batavia Police Department	Batavia	Yes	1	19	2023-07-03T07:50:00Z		151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-04T17:52:00Z	(10) Routed / Special Event Participant Safety	1200 Main St, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-07T16:30:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-08T11:30:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	Yes	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-08T14:40:00Z	(9) Dispatched Call Monitor disturbance	122 W. Wilson, Batavia, IL 60510	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Batavia Police Department	Batavia	Yes	1	19	2023-07-08T15:00:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-08T16:40:00Z	(9) Dispatched Call Monitor disturbance	122 W. Wilson, Batavia, IL 60510	Yes	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-09T11:30:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-09T15:00:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-19T11:14:00Z	(3) Protect Life, Prevent Escape / Evidence Destruction Prevent Escape	200 N Raddant Road, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-22T18:20:00Z	(10) Routed / Special Event Participant Safety	100 Block of N. Island Ave, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-23T21:19:00Z	(3) * Protect Life, Prevent Escape / Evidence Destruction Prevent Escape	33W600 East Ln, West Chicago, IL 60090	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-07-31T19:35:00Z	(6) Disaster / Public Health Observe Structure fire	38W324 Glenwood Dr, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-09-03T15:45:00Z	(10) Routed / Special Event Participant Safety	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-09-03T21:08:00Z	(4) Missing Person Locate Juvenile	151 N. Island, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-09-15T08:49:00Z	(9) Dispatched Call Locate Missing Person	Hill Lane, Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2023-11-18T21:39:00Z	(9) Dispatched Call Check Welfare	1300 Block of South Batavia, IL 60510	No	No
Batavia Police Department	Batavia	Yes	1	19	2024-01-16T09:33:00Z	(9) Dispatched Call Coordinate personnel	914 Towne Ave, Batavia, IL 60510	No	No
Beardstown Police Department	Beardstown	Yes	1	0					
Beecher Police Department	Beecher	No	0	0					
Belleville Police Department	Belleville	Yes	2	0					
Belleville Police Department	Belleville	Yes	1	0					
Benton Police Department	Benton	No	0	0					
Bloomington Police Department	Bloomington	Yes	6	2	2023-08-18T14:35:00Z	Forestall the imminent escape of a suspect	100 Northfield Dr. Building 9, Normal, IL 61761	No	No
Bloomington Police Department	Bloomington	Yes	6	2	2023-10-15T21:30:00Z	Prevent imminent harm to life	3707 Ireland Grove Rd, Bloomington, IL 61704	No	No
Blue Island Police Department	Blue Island	Yes	1	1	2023-06-28T18:30:00Z	Manhunt for fleeing suspects from stolen motor vehicle.	14035 S. Grace, Robbins, Illinois 60070	No	No
Bluffs Police Department	Bluffs	No	0	0					
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-01-21T00:15:00Z	Look for victims of a traffic accident where the vehicle was found not occupied next to a	2200 Rodeo DR, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-02-06T12:00:00Z	Search for burglary suspects during an active investigation	108 Kingston RD, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-02-08T11:30:00Z	Demonstrate sUAS at a Public Event	201 Recreation DR, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-02-09T16:00:00Z	Search for victims and suspects during an active investigation into a Reckless Discharge	Hywood N at Juniper Ln, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-02-28T11:15:00Z	Coordinate Emergency Response and Responding to a 911 call to locate victims during a	124 S Pinecrest, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-05-28T03:40:00Z	Coordinate emergency response during an active investigation into a Murder incident	514 Rebecca LN, Bolingbrook, IL 60440	No	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-06-13T12:15:00Z	Infrastructure Inspection. Video turned over to appropriate agency and deleted from sUA	419 Trout Farm RD, Bolingbrook, IL 60440	Yes	No
Bolingbrook Police	Bolingbrook	Yes	9	8	2023-06-13T12:45:00Z	Infrastructure Inspection. Video turned over to appropriate agency and deleted from sUA	475 Trout Farm RD, Bolingbrook, IL 60440	Yes	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-08-01T19:30:00Z	Crash Investigation documentation	Genoa Road and Reeds Crossing Rd, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-08-11T02:00:00Z	Crash investigation documentation	IL Rte 76 and Woodstock Roads, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-08-26T06:00:00Z	Crash investigation documentation	IL Rte 76 and Manchester Roads, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-09-01T07:30:00Z	Crash Scene Mapping/documentation	IL Rte 76 and Manchester Roads, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-09-02T00:41:00Z	Locate Missing Juvenile	Sawtooth Trail and Queenann's Way, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-10-10T21:41:00Z	Locate Offender from a traffic crash	Loveridge Road and Marengo Road, Belvidere, IL 61005	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-10-29T01:35:00Z	Crash mapping	9070 us Rte. 20, Garden Prairie, IL 60130	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-12-09T21:50:00Z	Locate fleeing suspect	Manchester Road and Leroy Center Rd, Belvidere, IL 61005	No	No

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Boone County Sheriff Office	Belvidere	Yes	4	11	2023-12-22T20:36:00Z	Crash investigation	Cemetery Road and Countyline Road	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2023-12-24T20:36:00Z	Attempt to locate	Irene Road and US Rte. 20, Belvidere	No	No
Boone County Sheriff Office	Belvidere	Yes	4	11	2024-03-18T00:40:00Z	Crash Investigation documentation	Mulford Road and Sandy Hollow Road	No	No
Bourbonnais PD	Bourbonnais	No	0	0					
Bradley Police Department	Bradley, IL	Yes	1	1	2023-12-01T19:55:00Z	Fugitive search	Bradley, IL	No	No
Bradley Police Department	Bradley	Yes	1						
Brookfield Police Department	Brookfield	Yes	2						
Brookfield Zoo Police	Brookfield	No	0	0					
Bureau County Sheriff's Office	Princeton	No	0						
Calumet City Police Department	Calumet City	No	0	0					
Carmi Police Department	Carmi	No	0	0					
Cartersville Police Dept	Cartersville	No	0	0					
Carthage Police Department	Carthage	No	0	0					
CATLIN POLICE DEPARTMENT	CATLIN	No	0	0					
Champaign Police Department	Champaign	Yes	2	0					
Channahon Police Department	Channahon	Yes	3	10	2023-07-04T18:00:00Z	Real time monitoring for a Fourth of July Festival. There was food was sold and a live band	Community Park in Channahon.	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-07-22T00:00:00Z	Assist in locating a subject who fled on foot from a motor vehicle accident that caused a fire	I-80 at mile post 109.	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-08-01T21:00:00Z	Assist in locating a fleeing offender from an aggravated battery.	Baltimore St & Kankakee St area in Vernon	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-08-09T18:00:00Z	Real time monitoring at Channahon Three Rivers Fest. Food and alcohol were sold at the	Central Park in Channahon	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-09-11T01:00:00Z	Assist in locating a missing suicidal subject.	Dellwood Park in Lockport	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-10-25T10:35:00Z	Locate a missing suicidal juvenile.	Minooka High School South Campus	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-11-20T01:30:00Z	Assist in locating a missing suicidal subject.	Trinity Christian School, Shorewood	No	No
Channahon Police Department	Channahon	Yes	3	10	2023-12-24T19:30:00Z	Assist in locating missing suicidal subject.	Lakewood Trails Subdivision, Minooka	No	No
Channahon Police Department	Channahon	Yes	3	10	2024-01-02T22:25:00Z	Assist in locating fleeing armed robbery offenders.	Area of N Ridge Rd & Mid Point Rd in	No	No
Channahon Police Department	Channahon	Yes	3	10	2024-02-24T23:30:00Z	Locate a missing suicidal juvenile subject.	Hunters Crossing Subdivision in Channahon	No	No
Charleston, IL Police Dept.	Charleston	No	0	0					
Chester Police Department	Chester	Yes	2	1	2023-07-20T16:00:00Z	Search for a lost child	Chester IL	No	No
Cicero Police Department	Cicero	Yes	1	1	2024-02-10T20:05:00Z	Preventing imminent escape.	The Hawthorne Race Course - 3501 Virginia Ave	Yes	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-04-23T08:30:00Z	Search for missing / endangered person who was located a week later deceased.	McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-04-24T11:00:00Z	Search for missing / endangered person who was located a week later deceased.	McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-04-26T08:00:00Z	Search for missing / endangered person who was located a week later deceased	McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-06-04T08:00:00Z	Documentation of evidence at a homicide scene / Officer involved shooting with search warrant	Harvard, IL	Yes	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-06-09T16:00:00Z	Documentation of evidence at an officer involved shooting investigation - MIAT callout.	Harvard, IL	Yes	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-08-03T13:05:00Z	Search for missing / endangered person who had cut himself while trying to commit suicide	McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-08-08T12:00:00Z	Flown during public relations event at Peterson Park	Peterson Park 4600 Peterson Park McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-08-18T17:00:00Z	Monitoring of crowds, traffic and area around special event (Blues and BBQ event) at Peterson Park	Peterson Park 4200 Peterson Park McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-08-19T16:00:00Z	Monitoring of crowds, traffic and area around special event (Blues and BBQ event) at Peterson Park	Peterson Park 4200 Peterson Park McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-08-20T13:00:00Z	Monitoring of crowds, traffic and area around special event (Blues and BBQ event) at Peterson Park	Peterson Park 4200 Peterson Park McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2023-09-02T18:39:00Z	Documentation of crash scene - MCAT callout (ongoing investigation).	Illinois Route 173 / Lawrence Road Harvard, IL	Yes	No
City of McHenry Police Department	McHenry	Yes	1	16	2024-02-14T18:17:00Z	Documentation of evidence at a crash scene - MCAT callout (ongoing investigation).	120 N Eastwood Dr Woodstock, IL 60098	Yes	No
City of McHenry Police Department	McHenry	Yes	1	16	2024-03-15T16:30:00Z	Observation of crowds at special event located at Miller Point - Shamrock the Fox	Miller Point McHenry, IL 60050	No	No
City of McHenry Police Department	McHenry	Yes	1	16	2024-03-16T10:30:00Z	Special event - observation of parade route and then observation of crowds during Shamrock the Fox event	Miller Point McHenry, IL 60050	Yes	Yes
City of McHenry Police Department	McHenry	Yes	1	16	2024-03-17T11:30:00Z	Special Event - observation of crowds during Shamrock the Fox event	Miller Point McHenry, IL 60050	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
City of McHenry Police Department	McHenry	Yes	1	16	2024-03-27T06:45:00Z	Documentation of fatal crash scene	Elm Street / Oak Ave McHenry, IL 60050	Yes	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-07-01T16:45:00Z	Photograph vehicle crash scene	37.75541N/-89.34598W	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-07-24T15:59:00Z	Search for suicidal subject	37.77612N/-89.34597W	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-09-14T23:55:00Z	Search for missing person	37.79129N/-89.29841W	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-09-30T21:02:00Z	Search for missing person	37.77294/-8942007	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-10-09T00:14:00Z	Search area for fleeing subject	37.63142/-89.452	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-10-09T03:28:00Z	Search area for fleeing subject	37.759817, -89.569635	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-10-31T13:23:00Z	Search for missing juvenile	37.756440, -89.344030	No	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2023-12-20T22:35:00Z	Search for suicidal/missing juvenile	37.76361, -89.31934	Yes	No
City of Murphysboro Police Department	Murphysboro	Yes	1	9	2024-01-21T00:05:00Z	Search for vehicle crash injured victim that walked away in wooded area with possible he	37.75707, -89.22042	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-03-21T10:49:00Z	Evidence collection, nothing found.	600 NE Water	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-04-02T17:18:00Z	Locate missing person	107 W. Mossville Rd	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-05-02T20:34:00Z	attempt to locate suspects that fled from stolen motor vehicle	1516 S. Ligonier	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-05-04T01:15:00Z	attempt to locate a suspect armed with a gun that fled from a vehicle	4004 W. Creighton Ter	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-06-26T20:17:00Z	locate a suicidal subject	Mc Cluggage Bridge	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-07-26T01:45:00Z	used to search for missing subject with mental disabilities.	1625 W. Latham	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-09-18T18:26:00Z	used to locate a suicidal juvenile runaway	6626 N. Brookwood	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-09-27T07:12:00Z	provide crime scene footage of a fatal hit and run	320 E. Arcadia	Yes	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-11-08T14:31:00Z	used to search woods after suspects fired a gun and fled.	1800 W. Austin	No	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-12-06T00:29:00Z	helped locate a suspect that ran from the police	533 W. Dr. Martin Luther King Dr.	Yes	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-12-23T09:59:00Z	used to obtain video footage of crime scene of a body found in a creek	1800 N. Park	Yes	No
City of Peoria Police Department	Peoria	Yes	2	12	2023-12-28T13:38:00Z	attempt to locate a suspect that fled from police	516 Alexander	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-05-06T15:53:00Z	Training Flight	41.795147, -87.964756	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-06-04T03:18:00Z	Training Flight	41.795124, -87.964737	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-06-26T01:32:00Z	Assist Oakbrook/Naperville PD to forestall the escape of a fleeing suspect	41.832270, -87.931004	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-07-11T22:24:00Z	Assist to Westmont PD to forestall the escape of a fleeing suspect.	41.792593, -87.973467	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-08-10T07:40:00Z	Mapping of a fatal crash	41.787450, -87.947101	Yes	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-09-04T14:49:00Z	Training Flight	41.795091, -87.964748	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-09-12T11:18:00Z	Training Flights	41.730423, -88.079564	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-14T13:10:00Z	Assist to Addison PD to forestall the escape of a fleeing suspect	41.814508, -87.920703	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-19T02:29:00Z	Training Flight	41.795091, -87.964748	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-21T23:48:00Z	Training Flight	41.795091, -87.964748	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-22T00:04:00Z	Training Flight	41.795091, -87.964748	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-23T14:25:00Z	Training Flight	41.795070, -87.964757	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-24T13:51:00Z	Training Flight	41.831824, -88.156766	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-10-28T16:09:00Z	Real time monitoring of parade/festival event and coordination of law enforcement resou	41.797927, -87.954444	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-11-04T22:24:00Z	Assist Oakbrook PD to forestall the escape of a fleeing suspect.	41.826157, -87.991397	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2023-11-13T23:48:00Z	Training Flight	41.795075, -87.964785	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-01-08T00:16:00Z	Assist Hinsdale PD to Forestall the escape of a fleeing subject	41.803008, -87.929982	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-02-06T01:53:00Z	Training Flight	41.795178, -87.964740	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-02-14T10:10:00Z	To prevent the destruction of evidence from a residential burglary	41.809972, -87.965122	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-02-20T00:53:00Z	Forestall the escape of fleeing suspect from attempted burglary to motor vehicle	41.796192, -87.967429	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-02-20T21:59:00Z	Assist to Westmont PD to forestall the escape of a fleeing suspect from a crash	41.803504, -87.946825	No	No
Clarendon Hills Police	Clarendon Hills	Yes	1	22	2024-02-26T01:48:00Z	Exigent flight is assistance to Burr Ridge PD to forestall the escape of a fleeing suspect.	USA 41.77993, -87.92181	No	No
Clark County	Marshall	Yes	1	0					
Coal Valley Police Department	Coal Valley, IL	No	0	0					
College of DuPage Police	Glen Ellyn	No	0	0					
College of Lake County Police Department	Grayslake	No	0	0					
Collinsville Police Department	COLLINSVILLE	No	0	0					
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-06-16T07:40:00Z	Search/ Armed Suicidal	29 W. 32nd St. Steger, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-06-20T17:47:00Z	Accident Reconstruction	131 St. Fox Hill Drive Lemont, IL.	Yes	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-06-26T13:13:00Z	Armed Robbery/Barricaded Subject	13th & Seeley Ford Heights, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-07-21T08:00:00Z	Missing Person/Cold Case	Lake George Richton Park, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-07-26T08:00:00Z	National Homeland Security Conference	151 E. Wacker Dr. Chicago, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-08-01T17:00:00Z	Law Enforcement National Night Out	9229 Emerson, Des Plaines, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-08-02T17:00:00Z	Law Enforcement National Night Out	3045 Sandra Rd. Melrose Park, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-08-12T10:20:00Z	Death Investigation/Shooting	IL 394 @ Torrence Ave. Ford Heights	Yes	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-08-22T12:28:00Z	Barricaded Subject	3004 Glenwood Dyer Rd. Lynwood,	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-08-26T10:00:00Z	CCSO Human Resources Event	809 E. 42nd Pl. Chicago, IL.	Yes	Yes
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2023-12-11T15:00:00Z	Mass Protest/March	8700 S. Harlem Ave. Bridgeview, IL.	No	No
Cook County Sheriff's Office	Lagrange Park, IL.	Yes	13	12	2024-01-31T07:57:00Z	Missing Person	7027 29th Pl. Berwyn, IL.	No	No
Countryside Police Department	Countryside	Yes	1	3	2023-12-20T20:33:00Z	A vehicle entered as a ""felony vehicle"" was involved in a traffic crash. The driver of th	In the area of Joliet Road and Clockt	Yes	No

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Countryside Police Department	Countryside	Yes	1	3	2024-03-15T13:06:00Z	Traffic crash investigation	Sibley and Oglesby Calumet City	No	No
Crete Police Department	Crete	No	0	0					
Crystal Lake Park District Police	Crystal Lake	No	0	0					
Crystal Lake Police Department	Crystal Lake	No	0	0					
Dana PD	Dana	No	0	0					
Dana PD	Dana	No	0	0					
Decatur Park Police Department	Decatur, Illinois	No	0	0					
Decatur Police	Decatur	Yes	5	48	2023-01-13T20:00:00Z	Risk of Harm	110 Wildwood Ct	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-02-02T15:15:00Z	Escape	702 N. Van Dyke	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-02-05T02:21:00Z	Escape	Taft/Rosedale	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-02-13T14:50:00Z	Risk of Harm	1638 S. Taylorville Rd	No	No
Decatur Police	Decatur	Yes	5	48	2023-03-03T00:44:00Z	Escape	Green/Pine	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-03-06T02:25:00Z	Risk of Harm	Cobb/William	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-03-22T01:25:00Z	Escape	Graceland/Hay	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-03-30T03:00:00Z	Escape	Oakland/McKinney	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-04-06T01:46:00Z	Escape	Dickinson/Belmont	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-04-09T01:20:00Z	Escape	District 4	yes	No
Decatur Police	Decatur	Yes	5	48	2023-04-19T00:30:00Z	Risk of Harm	3180 E. Mound	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-04-30T21:07:00Z	Risk of Harm	5955 E. Firehouse	yes	No
Decatur Police	Decatur	Yes	5	48	2023-05-11T11:59:00Z	Search Warrant/Order	1700 N. Illinois	yes	No
Decatur Police	Decatur	Yes	5	48	2023-05-14T22:57:00Z	Escape	1810 N. Monroe	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-05-19T09:07:00Z	Escape	2600 N. Twin Oaks	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-05-21T02:55:00Z	Risk of Harm	176 N. Raptor Ct	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-05-22T01:34:00Z	Escape	MLK/Grand	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-06-03T10:00:00Z	Escape	Maffit/Lincoln	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-06-26T17:30:00Z	Escape	Maffit/Lake Shore Dr	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-07-05T23:15:00Z	Escape	Stone/Cantrell	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-07-06T21:00:00Z	Escape	Main/Illinois	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-07-09T01:50:00Z	Escape	3645 E. Rt. 36	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-07-09T02:40:00Z	Escape	2185 E. Wood	YES	No
Decatur Police	Decatur	Yes	5	48	2023-07-12T02:00:00Z	Escape	231 S. Isabella Dr.	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-08-25T00:23:00Z	Escape	500 S. 20th	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-08-27T04:20:00Z	Escape	3925 County Fair Dr.	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-02T02:26:00Z	Escape	1108 E. Eldorado	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-03T01:30:00Z	PSAP	3645 E. US Rt. 36	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-03T15:56:00Z	Escape	635 Kenney Rd., Kenney, IL	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-04T09:00:00Z	Special event	300 E. Wood	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-08T01:14:00Z	Missing Person	2100 S. US Route 51	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-08T23:30:00Z	Escape	2504 N. Water	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-19T15:20:00Z	Escape	1000 E. Whitmer	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-22T23:15:00Z	Accident	3400 E. Whitmer	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-09-23T15:04:00Z	Risk of Harm	2121 N. 22nd	No	No
Decatur Police	Decatur	Yes	5	48	2023-09-29T00:15:00Z	Risk of Harm	Division/27th	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-04T18:40:00Z	PSAP	1000 E. Pershing	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-05T00:59:00Z	PSAP	1805 N. Main	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-08T10:30:00Z	Risk of Harm	3565 Redlich Ct.	Yes	No
Decatur Police	Decatur	Yes	5	48	2023-10-16T15:51:00Z	Escape	2400 N. Water	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-18T17:40:00Z	Destruction of evidence	2100 N. Edward	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-19T20:30:00Z	PSAP	5900 N. Pleasant View	No	No
Decatur Police	Decatur	Yes	5	48	2023-10-21T09:00:00Z	Escape	600 N. Moffet	No	No
Decatur Police	Decatur	Yes	5	48	2023-11-07T21:35:00Z	Missing Person	2670 Day Dr	No	No
Decatur Police	Decatur	Yes	5	48	2023-11-20T19:00:00Z	Escape	2300 E. Main	No	No
Decatur Police	Decatur	Yes	5	48	2023-12-02T11:45:00Z	Missing Person	27th/Garfield	No	No
Decatur Police	Decatur	Yes	5	48	2023-12-02T16:00:00Z	Special event	Downtown	No	No
Decatur Police	Decatur	Yes	5	48	2023-12-17T16:08:00Z	PSAP	300 E. Cerro Gordo	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-07-03T17:30:00Z	July 3rd Fireworks - Event	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-07-04T10:00:00Z	July 4th Parade - Event	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-08-09T22:00:00Z	Fleeing Suspect I Robbery	Deerfield / Rivenwoods	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-08-22T14:30:00Z	Fleeing Suspect / Stolen Veh.	Deerfield I Northbrook	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-08-30T20:00:00Z	Community Roll Call - Demo	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-09-09T16:00:00Z	Harvest Fest - Event	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-10-09T03:10:00Z	Missing Person	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-10-18T19:30:00Z	Citizen Police Academy - Demo	Deerfield	No	No
Deerfield PD	Deerfield	Yes	1	10	2023-10-31T12:10:00Z	Missing Person	Deerfield	No	No

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Deerfield PD	Deerfield	Yes	1	10	2023-12-29T13:04:00Z	Missing Person	Deerfield	No	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2023-06-24T13:43:00Z	The drone was used to fly over a field on fire to make sure it was not spreading to structures.	6187 Cherry Valley Road Kirkland, IL	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2023-08-04T19:02:00Z	The drone was used to fly over an abandoned residence for a suicidal subject.	11761 State Rt 38 DeKalb, IL	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2023-08-30T15:49:00Z	The drone was used to fly over an area to search for a missing elderly subject with dementia.	222 Heron Creek Drive Sycamore, IL	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2023-09-30T02:16:00Z	The drone was used to document a fatal vehicle crash scene.	Waterman Road and Lee Road Waterman, IL	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2023-12-01T05:10:00Z	Drone was used to search for a missing elderly woman who left on foot.	4109 State Rt. 72 Kirkland, IL	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2024-03-17T16:36:00Z	The drone was used to document a vehicle crash scene.	Twombly Road and John Huber Pkwy	Yes	No
DeKalb County Sheriff's Office	Sycamore	Yes	3	7	2024-03-24T06:57:00Z	The drone was used to document a vehicle crash scene.	Baseline Road and Malta Road Kirkland, IL	Yes	No
DeKalb Police Department	DeKalb	Yes	1	0					
DePue Police Department	DEPUE	No	0	0					
Dewitt County Sheriff's Office	Clinton	Yes	2	0					
Dixon Police Department	Dixon	Yes	3	1	2023-08-08T17:50:00Z	Locate fleeing suspect, and preserve safety of civilians/officers.	Pump Factory Road // Lievien Road	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-01-26T03:00:00Z	Assist SWAT on a barricaded subject	Villa Park	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-03-19T23:20:00Z	Fleeing and eluding suspect	2100 block of Prentiss Drive Downers Grove, IL	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-04-28T10:14:00Z	Fleeing/Eluding	Butterfield and Fairfield Lombard, IL	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-05-01T23:20:00Z	Missing Endangered subject	3150 Finley Road Downers Grove, IL	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-07-27T21:10:00Z	Fleeing/Eluding subject	83rd and Lemont Woodridge, IL 60518	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-09-15T00:10:00Z	Armed Robbery	Hinsdale, IL	No	No
Downers Grove Police Department	Downers Grove	Yes	2	7	2023-10-05T07:05:00Z	Armed Robbery	Oakbrook, IL	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-08-02T10:32:00Z	Safety Saturday demonstration	DuPage County Fairgrounds	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-10-07T15:04:00Z	Special event overwatch	Danada Forest Preserve	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-10-08T13:39:00Z	Special event	Danada Forest Preserve	Yes	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-10-19T21:29:00Z	Assist in locating a missing person	7S 435 OLYMPIA CT Naperville IL	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-10-29T16:36:00Z	Missing person	Crickett Creek Forest Preserve	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2023-12-23T23:09:00Z	Search for suspect who fled	188/Naperville Road	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2024-01-04T23:46:00Z	Forstall imminent escape	0N150 Winfield Rd, Winfield, IL 60118	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2024-01-19T13:25:00Z	Evidence search	806 Willow Ct. Itasca	No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2024-02-13T08:00:00Z	Boyscout demonstration		No	No
DuPage County Forest Preserve Police	Wheaton	Yes	3	10	2024-02-23T12:10:00Z	Field fire monitoring	Dunham Woods Forest Preserve	No	No
Earlville Police Department	Earlville	No	0	0					
East Dundee Police Department	East Dundee, Illinois	No	0	0					
East Moline PD	East Moline	No	0	0					
East Moline Police Dept	EAST MOLINE	No	0	0					
East Peoria Police Department	East Peoria	Yes	2	4	2023-10-20T11:02:00Z	Missing Person	128 Vonachen Ct.	No	No
East Peoria Police Department	East Peoria	Yes	2	4	2023-11-15T10:28:00Z	Search for suicidal person	Hoffer Ln.	No	No
East Peoria Police Department	East Peoria	Yes	2	4	2023-11-30T00:30:00Z	Search for injured subj.	High St., Creve Coeur	No	No
East Peoria Police Department	East Peoria	Yes	2	4	2023-12-20T01:50:00Z	Search for suspects	Wesley Rd. railway	No	No
Eastern Illinois University	Charleston	No	0	0					
Effingham City Police Department	Effingham	Yes	2	24	2023-06-02T00:02:00Z	Training	Effingham, IL	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:01:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:01:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:02:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:05:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-06-07T00:08:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-07-13T00:01:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-07-13T00:01:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-07-13T00:04:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-07-13T00:04:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-07-13T00:06:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-08-16T00:14:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-08-16T00:16:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-10-03T00:17:00Z	Emergency Response	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2023-10-03T00:23:00Z	Emergency Response	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2024-04-02T00:02:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2024-06-07T00:01:00Z	Training	Effingham, IL.	No	No
Effingham City Police Department	Effingham	Yes	2	24	2024-06-07T00:03:00Z	Training	Effingham, IL.	No	No
Effingham County Sheriff's Office	Effingham	No	0	1	2023-08-16T14:31:00Z	Male subject fled on foot from a traffic stop into a standing corn field.	South/southwest of the intersection	No	No
Elgin Community College Police Department	Elgin	No	0	0					
Elgin Community College Police Department	Elgin	No	0	0					
Elgin PD	Elgin	Yes	9	73	2020-01-17T21:36:00Z	Swift Action to Prevent Harm/Escapes/Destruction	862 Chippewa Dr	None	

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Elgin PD	Elgin	Yes	9	73	2023-06-18T13:00:00Z	Traffic Reconstuction	State St at Tollgate	No	No
Elgin PD	Elgin	Yes	9	73	2023-06-22T18:45:00Z	Suspect Search	S. East Ave. / Pleasant Dr. South Elgin	No	No
Elgin PD	Elgin	Yes	9	73	2023-06-24T19:20:00Z	Missing child	182 Mosely St	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-06T02:05:00Z	Suspect Search	Gale St @ Belmont St	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-08T12:18:00Z	Traffic Reconstuction	S. Liberty St & Bluff City Blvd	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-10T08:30:00Z	Missing Person	800 Beech	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-12T19:45:00Z	Tornado Damage/locate victims	791 Rocky Gap	Yes	No
Elgin PD	Elgin	Yes	9	73	2023-07-13T03:40:00Z	Traffic Reconstuction	Rt 20 @ Hillard	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-16T23:43:00Z	Suspect Search	700 blk Bluff City Blvd	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-18T10:50:00Z	Missing Person	Route 20 / S McLean Blvd	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-19T11:56:00Z	Fleeing subject	600 blk n. state st	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-24T03:10:00Z	Suspect Search	800 blk Hastings	No	No
Elgin PD	Elgin	Yes	9	73	2023-07-31T12:10:00Z	Suspect Search	200 blk Chaparral Cir	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-02T01:50:00Z	Missing Person	1200 blk Crabtree, Schaumburg	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-02T02:15:00Z	Fleeing subject	W. Chicago St. / Jackson St	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-02T09:15:00Z	Traffic Reconstuction	N Randall Rd/W Highland	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-08T02:01:00Z	Missing Suicidal	1100 blk W Weathersfield, Schaumburg	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-10T02:28:00Z	Fleeing subject	Varsity Dr. @ Maroon Dr.	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-12T22:50:00Z	Traffic Reconstuction	N. State St. / Kimball St.	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-13T04:36:00Z	Suspect/Victim search	1300 blk Inverness	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-13T04:36:00Z	Crime Scene Reconstruction	13336 Inverness	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-16T11:56:00Z	Fleeing Subject	3 Clifford Ct	No	No
Elgin PD	Elgin	Yes	9	73	2023-08-16T12:53:00Z	Fleeing Subject	Elizabeth St / Bluff City	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-17T12:54:00Z	Traffic Reconstuction	1800 blk Big Timer	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-19T17:00:00Z	Public Event	Festival Park	no	no
Elgin PD	Elgin	Yes	9	73	2023-08-31T16:30:00Z	Bank Robbery	50 Tyler Creek Plz	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-02T17:00:00Z	Special Event	Festival Park	No	No
Elgin PD	Elgin	Yes	9	73	2023-09-06T08:00:00Z	Traffic Reconstuction	2075 Big Timber	No	No
Elgin PD	Elgin	Yes	9	73	2023-09-10T22:08:00Z	Suspect Search / K9	Fulton St. / S. Geneva St.	No	No
Elgin PD	Elgin	Yes	9	73	2023-09-14T13:21:00Z	Trouble subject/psap	S. State/ Standish	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-14T13:28:00Z	Battery/psap	431 Washington	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-14T13:44:00Z	Trouble Subject/PSAP	200 N. Grove	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-14T16:21:00Z	Suicidal Subject	115 Villa St.	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-16T13:20:00Z	Public Event	Douglas Ave. / Festival Park	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-17T20:16:00Z	Search for Injured Subjects/Suspects	Shales / Walden	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-18T20:40:00Z	locate suicidal subject	667 N State St	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-20T12:30:00Z	Suspect Search	Randall Rd @ I-90	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-21T00:49:00Z	Traffic Reconstuction	Highland/ Jackson	Yes	No
Elgin PD	Elgin	Yes	9	73	2023-09-24T23:00:00Z	Traffic Reconstuction	Summit / Hunter	no	no
Elgin PD	Elgin	Yes	9	73	2023-09-28T18:00:00Z	Drug Investigation	Big Timber / McLean	Yes	No
Elgin PD	Elgin	Yes	9	73	2023-10-01T00:23:00Z	search for suspect	1399 Cimarron Ct	no	no
Elgin PD	Elgin	Yes	9	73	2023-10-02T03:23:00Z	search for suspect	1400 blk Abbott Dr	no	no
Elgin PD	Elgin	Yes	9	73	2023-10-02T16:10:00Z	Drug Investigation	Lawrence/McClure	Yes	No
Elgin PD	Elgin	Yes	9	73	2023-10-16T13:30:00Z	Drug Investigation	Grove/Kimball	No	No
Elgin PD	Elgin	Yes	9	73	2023-10-21T18:00:00Z	Special Event	E. Chicago St./Spring St.	No	Yes
Elgin PD	Elgin	Yes	9	73	2023-10-22T23:32:00Z	Suspect search	400 blk Lawrence	no	no
Elgin PD	Elgin	Yes	9	73	2023-11-08T21:39:00Z	suspect search	4885 Hoffman Blvd. Hoffman Estate	no	no
Elgin PD	Elgin	Yes	9	73	2023-11-17T21:33:00Z	locate victim	1036 Todd Farm Dr.	No	No
Elgin PD	Elgin	Yes	9	73	2023-11-17T23:02:00Z	Suspect Search	2400 Big Timber Rd.	Yes	No
Elgin PD	Elgin	Yes	9	73	2023-12-03T08:00:00Z	Traffic Reconstuction	Chicago e/o Willard	No	No
Elgin PD	Elgin	Yes	9	73	2023-12-07T19:45:00Z	Missing Suicidal	1374 Todd Farm Dr.	No	No
Elgin PD	Elgin	Yes	9	73	2023-12-31T12:39:00Z	Fleeing Suspect	755 Parkway	Yes	Yes
Elgin PD	Elgin	Yes	9	73	2024-01-17T20:13:00Z	Missing Person or Search/Rescue Aid	1274 Getzelman	Yes	
Elgin PD	Elgin	Yes	9	73	2024-01-22T01:58:00Z	Suspect Search	900 blk Bode Rd	no	no
Elgin PD	Elgin	Yes	9	73	2024-01-25T18:48:00Z	Subject Search	200 Sundown Rd. South Elgin, IL.	no	no
Elgin PD	Elgin	Yes	9	73	2024-01-29T20:38:00Z	Subject Search	676 Walnut Ave.	No	No
Elgin PD	Elgin	Yes	9	73	2024-01-30T18:30:00Z	Traffic Reconstuction	Bluff City Blvd/ Route 20	No	No
Elgin PD	Elgin	Yes	9	73	2024-02-05T01:45:00Z	Suspect Search	3333 Beverly rd, Hoffman Estates	no	no
Elgin PD	Elgin	Yes	9	73	2024-02-05T17:28:00Z	Subject Search	539 Shagbark Dr.	No	No
Elgin PD	Elgin	Yes	9	73	2024-02-05T21:12:00Z	Swift Action to Prevent Harm/Escapes/Desctruction	1375 Spaulding Rd	no	no
Elgin PD	Elgin	Yes	9	73	2024-02-22T01:17:00Z	Suspect Search	980 Stephen	no	no
Elgin PD	Elgin	Yes	9	73	2024-02-22T02:37:00Z	Suspect search	213 Vincent St	no	no
Elgin PD	Elgin	Yes	9	73	2024-02-23T03:30:00Z	Suspect Search	1581 Pamela Dr	n	no
Elgin PD	Elgin	Yes	9	73	2024-02-25T21:50:00Z	Traffic Reconstuction	W. Highland Ave. / State St.	N	no

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Elgin PD	Elgin	Yes	9	73	2024-02-26T02:00:00Z	Suspect Search	19 Golf Center, Hoffman Estates	no	no
Elgin PD	Elgin	Yes	9	73	2024-03-04T16:00:00Z	Subject Search	Suzanne Ln. and David Rd.	No	No
Elgin PD	Elgin	Yes	9	73	2024-03-06T20:18:00Z	Suspect Search	433 Illinois Ave.	No	No
Elgin PD	Elgin	Yes	9	73	2024-03-07T17:35:00Z	Missing juvenile	Congdon Ave. / Blackhawk Dr.	no	no
Elgin PD	Elgin	Yes	9	73	2024-03-08T20:40:00Z	Traffic Reconstruction	N State St and Airport Rd	No	No
Elgin PD	Elgin	Yes	9	73	2024-03-13T22:37:00Z	Traffic Reconstruction	McLean and Abbott	no	no
Elgin PD	Elgin	Yes	9	73	2024-03-14T00:41:00Z	Suspect Search, shots fired	1175 Spruce Ln	no	no
Elgin PD	Elgin	Yes	9	73	2024-03-31T12:25:00Z	Call for Service (PSAP)	1100 Block of Bode Rd. - Elgin, IL. 60	No	No
Elizabeth Police Department	Elizabeth	No	0	0					
Elmhurst Police Dept		Yes	2	174	2023-02-11T21:58:00Z	Training	15525 S Creekside Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-13T17:16:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-13T17:29:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-13T17:39:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-19T14:57:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-19T15:12:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-19T15:29:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-20T17:05:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-20T17:30:00Z	Training	15320 W Wallin Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-02-26T16:53:00Z	Training	24550 W Renwick Rd, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-02T20:27:00Z	Training	125 E First St, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-02T20:38:00Z	Training	125 E First St, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-02T20:50:00Z	Training	125 E First St, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-04T07:11:00Z	Training	Spring and IL Prairie Path, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-04T07:26:00Z	Training	Spring and IL Prairie Path, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-04T07:45:00Z	Training	565 S Fairfield Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-03-24T17:48:00Z	Training	15525 S Creekside Dr, Plainfield IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-05-10T17:40:00Z	Training	3252 Wolf's Crossings Rd, Naperville IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-05-10T18:00:00Z	Training	3252 Wolf's Crossings Rd, Naperville IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-05-19T00:27:00Z	Mission	Vallette and Edgewood	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-04T06:02:00Z	Mission	126 E Schiller	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-04T06:28:00Z	Mission	126 E Schiller	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-18T20:06:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-18T20:15:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-18T20:34:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-18T20:42:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-18T23:07:00Z	Mission	325 W Lake St, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-30T20:17:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-30T20:18:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-30T20:47:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-07-30T21:02:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-01T01:48:00Z	Training	126 E Schiller St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T17:56:00Z	Mission	493 N Oak Lawn, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T18:26:00Z	Mission	493 N Oak Lawn, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T18:46:00Z	Mission	493 N Oak Lawn, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T19:00:00Z	Mission	493 N Oak Lawn, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T19:53:00Z	Mission	493 N Oak Lawn, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T21:23:00Z	Mission	1000 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-03T21:44:00Z	Mission	1000 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-04T19:57:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-04T20:40:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-04T20:51:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-04T20:55:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-05T19:45:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-05T20:19:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-06T02:23:00Z	Mission	701 Eisenhower Rd, Oakbrook Terrace, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-07T00:10:00Z	Training	985 S Riverside Dr, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-13T02:22:00Z	Training	574 W 2nd St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-13T02:51:00Z	Training	574 W 2nd St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-13T19:59:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-13T20:25:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-13T20:50:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-14T04:23:00Z	Training	398 W Eggleston Ave, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-16T01:35:00Z	Mission	540 S Hillside Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-16T02:06:00Z	Mission	540 S Hillside Ave, Elmhurst IL	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Elmhurst Police Dept		Yes	2	174	2023-08-16T18:51:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-16T18:59:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-16T19:14:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-19T19:28:00Z	Training	985 S Riverside Dr, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-19T20:11:00Z	Training	186 S West Ave, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-29T05:07:00Z	Mission	E/b Roosevelt Ramp to I-290	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T12:07:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T12:47:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T13:08:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T13:34:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T13:59:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-30T14:14:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-08-31T22:12:00Z	Training	Berens Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-01T02:49:00Z	Training	Crestview Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-02T21:50:00Z	Mission	385 E Van Buren, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-04T21:46:00Z	Training	Salt Creek Park	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-04T22:26:00Z	Training	325 S West Ave, Elmhurst	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-05T00:53:00Z	Mission	1514 W Holtz Ave, Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-05T01:21:00Z	Mission	1514 W Holtz Ave, Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-05T01:47:00Z	Mission	1514 W Holtz Ave, Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T02:01:00Z	Training	Schiller Parking Deck	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T03:16:00Z	Mission	114 S Lincoln St, Westmont	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T20:22:00Z	Mission	N Neltnor Blvd and Kings Cross, We	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T20:43:00Z	Mission	N Neltnor Blvd and Kings Cross, We	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T21:05:00Z	Mission	N Neltnor Blvd and Kings Cross, We	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T21:36:00Z	Mission	N Neltnor Blvd and Kings Cross, We	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-06T22:19:00Z	Mission	N Neltnor Blvd and Kings Cross, We	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T04:26:00Z	Mission	601 S York Rd, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T16:32:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T17:38:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T18:35:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T21:16:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T21:55:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-08T22:12:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T04:05:00Z	Training	125 E First St, Elmhurst	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T15:28:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T16:44:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T18:01:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T18:54:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T19:41:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T20:04:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T21:14:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T22:47:00Z	Mission	York/Schiller (Rock the Block)	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-09T22:47:00Z	Mission	116 Schiller St, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-11T01:24:00Z	Mission	12 W. Pinehurst Cir., Glendale Heights	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T01:59:00Z	Training	385 E. Van Buren St., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T13:08:00Z	Mission	Elm and Fuller, Hinsdale	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T13:35:00Z	Mission	Elm and Fuller, Hinsdale	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T14:04:00Z	Mission	Elm and Fuller, Hinsdale	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T21:15:00Z	Mission	Arthur and Nicholas, Elk Grove Village	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-14T21:42:00Z	Mission	Arthur and Nicholas, Elk Grove Village	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-15T03:13:00Z	Training	Schiller Parking Deck	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-16T01:37:00Z	Training	299 S Rte 83	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-25T03:56:00Z	Mission	689 S Berkley Ave, Elmhurst	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-27T04:00:00Z	Mission	Bernice and Prater Northlake, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-28T01:06:00Z	Mission	69 Baybrook Lane, Oak Brook, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-28T23:04:00Z	Training	665 S. York Rd., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-29T01:28:00Z	Mission	701 N. 5th Ave., Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-29T01:56:00Z	Mission	701 N. 5th Ave., Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-29T23:37:00Z	Mission	240 N Lincoln Westmont, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-09-30T00:00:00Z	Mission	240 N Lincoln Westmont, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-02T12:45:00Z	Mission	Gladys and Michigan	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T00:12:00Z	Mission	I-290/Austin Blvd. Oak Park, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T00:39:00Z	Mission	I-290/Austin Blvd. Oak Park, IL	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Elmhurst Police Dept		Yes	2	174	2023-10-03T02:45:00Z	Mission	Route 83 and Lake, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T03:12:00Z	Mission	Route 83 and Lake, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T03:38:00Z	Mission	Route 83 and Lake, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T04:11:00Z	Mission	Route 83 and Lake, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T04:35:00Z	Mission	Route 83 and Lake, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T05:52:00Z	Mission	475 W. Wrightwood, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T06:15:00Z	Mission	475 W. Wrightwood, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T06:26:00Z	Mission	475 W. Wrightwood, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-03T19:08:00Z	Training	116 E. Schiller, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-04T21:14:00Z	Training	125 E First	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-04T21:26:00Z	Training	125 E First	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-10T20:59:00Z	Mission	471 N Larch	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-10T21:30:00Z	Mission	471 N Larch	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-10T21:58:00Z	Mission	471 N Larch	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-13T03:24:00Z	Training	120 W. Adelaide, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-17T03:13:00Z	Training	493 N. Oaklawn, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-17T23:38:00Z	Mission	Kirk and Mayo Ct., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-18T00:00:00Z	Mission	Kirk and Mayo Ct., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-18T00:28:00Z	Mission	Kirk and Mayo Ct., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-18T10:56:00Z	Mission	499 W Monroe st., Elmhurst IL 60126	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-18T11:24:00Z	Mission	499 W Monroe st., Elmhurst IL 60126	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-21T04:07:00Z	Mission	627 Meadows Blvd., Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-21T04:32:00Z	Mission	627 Meadows Blvd., Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T00:01:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T00:29:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T00:37:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T01:04:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T01:43:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T02:13:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T02:42:00Z	Mission	IL 83 and Washington, Villa Park IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T15:30:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T15:34:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T15:37:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T15:47:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T15:56:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T16:01:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T16:05:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T19:44:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T20:00:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-24T20:55:00Z	Training	2S541 Winfield Rd., Warrenville, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-10-25T21:41:00Z	Mission	3717 W. Harrison St., Chicago, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-04T23:08:00Z	Mission	1050 N. Rohlwing Rd., Addison, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-05T01:21:00Z	Training	120 W. Adelaide, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-09T01:13:00Z	Training	385 E. Van Buren, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-10T00:13:00Z	Training	116 E. Schiller St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-13T22:03:00Z	Mission	245 E. Crestview Ave., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-18T04:18:00Z	Training	186 S. West Ave., Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-18T21:41:00Z	Mission	155 Victory Parkway, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-20T00:56:00Z	Training	116 E. Schiller St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-20T01:30:00Z	Training	116 E. Schiller St, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-22T03:17:00Z	Mission	516 N Walnut, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-22T03:40:00Z	Mission	516 N Walnut, Elmhurst IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-23T06:14:00Z	Mission	180 W. Park, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-11-23T06:51:00Z	Mission	180 W. Park, Elmhurst, IL	No	No
Elmhurst Police Dept		Yes	2	174	2023-12-05T03:52:00Z	Training	125 E First St, Elmhurst, IL, 60126	No	No
Elwood Police Department	Elwood	No	0	0					
Evergreen Park Police Department	Evergreen park	No	0	0					
Fairview Heights Police Department	Fairview Heights	Yes	2	2	2023-11-28T08:00:00Z	we were attempting to locate a missing person. the search area was very large to include	6500 St. Clair Ave	No	No
Fairview Heights Police Department	Fairview Heights	Yes	2	2	2024-03-22T10:00:00Z	attempt to located a reported missing person	9915 North Rd	No	No
Flora Police Department	Flora	No	0	0					
Flossmoor Police Department	Flossmoor	No	0	1					
Forest Preserve District of Kane County Poli	Geneva	No	0	0					
Forest Preserve District of Will County Polic	Joliet	No	0	0					
Fox Lake Police Department	Fox Lake	Yes	1	2	2023-07-01T10:30:00Z	Special Event - Parade	Grand Avenue and Lippincott Lane th	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Fox Lake Police Department	Fox Lake	Yes	1	2	2024-07-01T19:00:00Z	Special Event - 4th of July Fireworks	71 Lippincott Lane	No	No
Frankfort Police Department	Frankfort	No	0	0					
Franklin County Sheriff's Office	Benton	No	0	7					
Gibson City Police Department	GIBSON CITY	No	0	0					
Gilberts Police Department	Gilberts	No	0	0					
Gillespie PD	Gillespie	No	0	0					
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-09-27T17:45:00Z	Routed Event	South Main Street, Glen Carbon	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-09-27T17:45:00Z	Public Relations	903 N 2nd Street, Edwardsville IL 62	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-09-28T08:56:00Z	Crash Reconstruction	Homer Adams Parkway	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-10-02T17:30:00Z	Public Relations	Park Street, Edwardsville	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-10-18T08:01:00Z	Crash Reconstruction	Oak Leaf Circle, Collinsville	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-11-13T13:10:00Z	Crash Reconstruction	Pontoon Road, Granite City	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-11-25T07:37:00Z	Crash Reconstruction	Renken Road, Worden	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-12-09T01:30:00Z	Missing Person	Cahokia Mounds, Collinsville	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2023-12-23T12:45:00Z	Crash Reconstruction	Route 3, Granite City	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-01-27T14:35:00Z	Missing Person	Cougar Drive, Edwardsville	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-01-29T10:15:00Z	Crash Reconstruction	Hartmann Lane, Shiloh	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-01-29T14:06:00Z	Crime Scene	Arboretum Lane, Edwardsville	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-02-26T14:26:00Z	Missing person-training	152 Main Street, Glen Carbon	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-03-05T10:19:00Z	Infrastructure inspection-training	151 N Main Street, Glen Carbon	No	No
Glen Carbon Police Department	Glen Carbon	Yes	3	15	2024-03-21T09:44:00Z	Crash Reconstruction-training	151 N Main Street	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-07-03T15:46:00Z	Special Event	Lakefront Park: Longwood Ave & Par	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-07-04T12:54:00Z	Parade	Glencoe Business District: Vernon A	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-07-22T10:00:00Z	Special Event	Glencoe Business District: Vernon A	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-07-23T10:00:00Z	Special Event	Glencoe Business District: Vernon A	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-09-02T21:24:00Z	Search to prevent the escape of residential burglary suspects that just occurred.	1370 Westmoor Tail Winnetka, IL	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-10-10T08:00:00Z	Special Event	1185 Sheridan Road	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-11-04T12:17:00Z	Missing person search	310 3rd Street Wilmette, IL	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-11-05T13:45:00Z	Special Event	Park and Old Green Bay Rd	No	No
Glencoe Public Safety	Glencoe	Yes	2	9	2023-11-24T18:30:00Z	Special Event	675 Village Court	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-08-02T16:07:00Z	DOC/ Bomb Threat Surveillance	1480 Bloomingdale Rd, Glendale Hts	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-09-10T11:50:00Z	Missing Person	101 E. Fullerton Ave Glendale Hts	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-09-15T16:10:00Z	Article Search	Bloomingdale RD and North Ave Glendale Heights	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-09-20T02:00:00Z	Attempting to locate fleeing subject.	1060 Victoria Lane, Glendale HTS	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-09-27T00:26:00Z	Attempting to locate fleeing subject.	1899 Somerset Drive, Glendale HTS	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-10-15T22:36:00Z	Attempting to locate fleeing subject.	1912 Glen Ellyn Road, Glendale HTS	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-10-30T12:06:00Z	Missing Juvenile	Addison/Villa Park Area	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-11-04T12:05:00Z	Attempting to locate fleeing subject.	314 Army Trail Rd., Glendale Heights	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-11-09T17:46:00Z	Attempting to locate fleeing subject	190 S. Waters Edge Dr, Glendale Heights	No	No
Glendale Heights Police Department	Glendale Heights	Yes	1	10	2023-12-30T22:47:00Z	Attempting to locate a fleeing subject.	839 College BLVD, Addison, IL	No	No
Glenview Police Department	Glenview	No	0	0					
Goreville Police Dept	Goreville	No	0	0					
Granite City Police Department	Granite City	Yes	1	0					
Grayslake Police Department	Grayslake	Yes	2	2	2023-08-19T16:47:00Z	Parade / Public Safety	Downtown parade route	No	No
Grayslake Police Department	Grayslake	Yes	2	2	2024-03-10T05:21:00Z	Missing Endangered Search and Rescue	Alleghany Road and Sports Club Road	No	Yes
Greenville Police Department	Greenville	No	0	0					
Greenville Police Department	Greenville	No	0	0					
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-02T05:00:00Z	Attempt to locate a missing / suicidal subject	Kinsman, Illinois	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-02T05:00:00Z	Attempt to locate a missing / suicidal subject.	Kinsman, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-07T15:00:00Z	Attempt to locate a missing adult.	Morris, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-13T10:00:00Z	Traffic crash reconstruction	Morris, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-19T16:00:00Z	Traffic crash reconstruction	Minooka, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-08-26T16:30:00Z	Attempt to locate a missing / suicidal subject.	Morris, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-10-05T12:00:00Z	Drone was used to capture photos of a criminal damage to property investigation.	Mazon, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-10-28T06:00:00Z	Attempt to locate a burglary suspect.	Pontiac, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-11-05T20:30:00Z	Traffic crash reconstruction.	Minooka, IL	No	No
Grundy County Sheriff's Office	Morris	Yes	7	12	2023-12-22T22:30:00Z	Attempt to locate driver of a traffic crash that walked away from the scene.	Coat City, IL	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-07-13T09:27:00Z	Search and rescue	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-07-23T22:00:00Z	Burglary investigation	Winthrop Harbor	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-07-25T07:19:00Z	missing juvenile	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-07-27T12:52:00Z	Missing juvenile	Grayslake	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-08-12T15:23:00Z	Gurnee Days Festival	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-08-13T12:00:00Z	Gurnee days parade	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-08-26T11:33:00Z	missing juvenile	Gurnee	No	No

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Gurnee Police Department	Gurnee	Yes	2	29	2023-09-09T11:30:00Z	Home invasion	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-09-12T11:27:00Z	Home invasion	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-09-16T23:14:00Z	Stolen auto	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-09-22T03:14:00Z	Domestic Battery	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-09-30T08:28:00Z	Parade	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-10-16T03:14:00Z	Wanted subject	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-11-11T23:52:00Z	Search and rescue	Gurnee	Yes	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-11-18T16:04:00Z	Wanted subject	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-11-18T17:10:00Z	Criminal trespass	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-11-26T23:33:00Z	Wanted subject shooting	Waukegan	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-12-07T02:11:00Z	Wanted persons	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-12-07T15:47:00Z	Festival set up	Gurnee	Yes	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-12-07T16:42:00Z	Festival	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2023-12-11T20:49:00Z	Stolen auto	Gurnee	Yes	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-01-03T20:14:00Z	Barricaded subject	Gurnee	Yes	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-01-08T03:08:00Z	Burglary	Waukegan	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-02-22T11:50:00Z	Missing juvenile	Gurnee	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-03-04T00:07:00Z	Stolen auto	Waukegan	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-03-04T01:43:00Z	Wanted subject	Zion	No	No
Gurnee Police Department	Gurnee	Yes	2	29	2024-03-11T19:06:00Z	Armed robbery	Gurnee	No	No
Hamel Police Dept.	Hamel	No	0	0					
Hampshire Police Department	Hampshire	No	0	0					
Hanover Park Police Department	Hanover Park	Yes	1	0					
Harrisburg Police Department	Harrisburg	No	0						
Harwood Heights Police Department	Harwood Heights	No	0	0					
Henderson County Sheriff's Office	Oquawka	No	0	0					
Henry Police Dept.	Henry	No	0	0					
Hickory Hills Police Department	Hickory Hills	No	0	0					
Highland Park Police Department	Highland Park	Yes	4	3	2023-06-30T10:05:00Z	Exception #4 - Missing/Endangered Person Search	777 Park Ave West, Highland Park, IL	No	No
Highland Park Police Department	Highland Park	Yes	4	3	2023-07-04T10:12:00Z	Exception #10 - Parade	Central Ave between Beverly Ave and	Yes	Yes
Highland Park Police Department	Highland Park	Yes	4	3	2023-07-18T09:34:00Z	Exception #5 - Traffic Crash Documentation	Laurel Ave/Second St, Highland Park	Yes	No
Highland Police Department	Highland	Yes	1	2	2023-07-30T12:00:00Z	Photographs of the county fair	2025 Park Hill Drive Highland Illinois	No	No
Highland Police Department	Highland	Yes	1	2	2023-08-26T18:00:00Z	Photographs of the Highland Kirchenfest	1412 9th Street Highland Illinois 622	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-07-18T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-07-25T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-08-01T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-08-08T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-08-15T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hillside Police Department	Hillside	Yes	2	6	2023-08-22T17:00:00Z	Concert/fest in the park	425 N Hillside Ave	No	No
Hoffman Estates Police Department	Hoffman Estates	No	0	0					
Huntley Police	Huntley	Yes	2	38	2023-01-11T12:00:00Z	Training	37w699 IL-38, St. Charles, IL 60175	N	N
Huntley Police	Huntley	Yes	2	38	2023-01-12T12:00:00Z	KCART	E Algonquin Rd & Lake Cook Rd. Algc	N	N
Huntley Police	Huntley	Yes	2	38	2023-01-25T12:00:00Z	Training	37w699 IL-38, St. Charles, IL 60175	N	N
Huntley Police	Huntley	Yes	2	38	2023-03-22T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-03-24T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-03-28T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-04-25T12:00:00Z	Training	11118 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-05-08T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-05-10T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-05-31T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-06-07T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-06-07T12:00:00Z	Training	12015 Mill St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-06-08T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-06-14T12:00:00Z	Training	777 E Fabyan Pkwy, Batavia, IL 6051	N	N
Huntley Police	Huntley	Yes	2	38	2023-06-27T12:00:00Z	Concert	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-04T12:00:00Z	Fireworks	12015 Mill St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-05T12:00:00Z	Training	12015 Mill St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-10T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-11T12:00:00Z	Concert	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-13T12:00:00Z	Storm Damage	10700 N Church St, Huntley, IL 6014	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-18T12:00:00Z	Concert	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-07-26T12:00:00Z	Training	37W700 Dean St, St. Charles, IL 601	N	N
Huntley Police	Huntley	Yes	2	38	2023-08-09T12:00:00Z	Training	37W700 Dean St, St. Charles, IL 601	N	N
Huntley Police	Huntley	Yes	2	38	2023-08-09T12:00:00Z	Training	37w699 IL-38, St. Charles, IL 60175	N	N

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Huntley Police	Huntley	Yes	2	38	2023-08-12T12:00:00Z	Missing Person	Dean St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-08-15T12:00:00Z	Training	10826 IL-71, Yorkville, IL 60560	N	N
Huntley Police	Huntley	Yes	2	38	2023-09-01T12:00:00Z	Concert	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-09-09T12:00:00Z	5K	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-09-13T12:00:00Z	Training	37w699 IL-38, St. Charles, IL 60175	N	N
Huntley Police	Huntley	Yes	2	38	2023-09-19T12:00:00Z	Homecoming Parade	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-09-29T12:00:00Z	Training	12015 Mill St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-10-11T12:00:00Z	Missing Person	2743 Bay View Cir, Algonquin, IL 601	N	N
Huntley Police	Huntley	Yes	2	38	2023-11-05T12:00:00Z	Missing Person	851 IL-176, Crystal Lake, IL 60014	N	N
Huntley Police	Huntley	Yes	2	38	2023-11-22T12:00:00Z	Rooftop Inspection	11107 S Church St, Huntley, IL 6014	N	N
Huntley Police	Huntley	Yes	2	38	2023-12-02T12:00:00Z	Training	11628 E Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-12-16T12:00:00Z	Missing Person	11745 Blue Bayou Dr, Huntley, IL 60	N	N
Huntley Police	Huntley	Yes	2	38	2023-12-27T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Huntley Police	Huntley	Yes	2	38	2023-12-27T12:00:00Z	Training	10911 Main St, Huntley, IL 60142	N	N
Illinois Commerce Commission	Springfield	No	0	0					
Illinois Liquor Control Commission	Springfield	No	0	0					
Illinois State Police		Yes	73	695	2023-02-06T11:28:00Z	Crash Recon	Salem, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-16T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-06-16T16:32:00Z	Crash Recon	Watseka, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-16T17:19:00Z	Crash Recon	I-355, Bolingbrook, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-16T17:43:00Z	Crash Recon	I-355, Bolingbrook, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-16T22:12:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-18T05:58:00Z	Crash Recon	Broadwell, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-18T17:58:00Z	Training	Lansing, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-18T18:02:00Z	Training	Lansing, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-20T15:50:00Z	Crash Recon	State Rte 4, St Jacob, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T08:04:00Z	Crash Recon	Ava, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T09:56:00Z	Imminent Harm to Life	Energy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T10:05:00Z	Imminent Harm to Life	Energy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T11:49:00Z	Crash Recon	Riverdale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T11:55:00Z	Crash Recon	Riverdale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-21T12:05:00Z	Crash Recon	Riverdale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-22T11:40:00Z	Imminent Harm to Life	I-57, Benton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-22T12:00:00Z	Crime Scene	D-11	No	No
Illinois State Police		Yes	73	695	2023-06-22T12:03:00Z	Imminent Harm to Life	I-57, Benton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T05:42:00Z	Crash Recon	Bolingbrook, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T12:42:00Z	Crash Recon	Coal Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T12:50:00Z	Crash Recon	Coal Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T17:30:00Z	Crash Recon	Sheffield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T17:36:00Z	Crash Recon	Sheffield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T17:52:00Z	Crash Recon	Sheffield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T17:58:00Z	Crash Recon	Sheffield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T22:10:00Z	Crash Recon	Marshall, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-23T22:28:00Z	Crash Recon	Marshall, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-25T02:43:00Z	Crash Recon	IL-3, Wood River, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T18:02:00Z	Crash Recon	Dupo, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T18:28:00Z	Crash Recon	Dupo, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T23:08:00Z	Crash Recon	IL-49, Rankin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T23:20:00Z	Crash Recon	Rankin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T23:30:00Z	Crash Recon	IL-49, Rankin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T23:47:00Z	Crash Recon	IL-49, Rankin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-27T23:57:00Z	Crash Recon	IL-49, Rankin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-28T00:52:00Z	Crash Recon	I-5, Wilmington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-28T00:57:00Z	Crash Recon	I-55, Wilmington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-29T13:14:00Z	Crash Recon	Schaumburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-29T13:21:00Z	Crash Recon	Schaumburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-29T15:49:00Z	Crash Recon	IL-121, Latham, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-30T04:37:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-30T04:42:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-30T04:59:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-06-30T14:13:00Z	Imminent Harm to Life	New Boston, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-03T14:58:00Z	Crash Recon	IL-130, Greenup, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-03T14:59:00Z	Crash Recon	IL-130, Greenup, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-03T18:37:00Z	Crash Recon	Springfield, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-07-03T18:43:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-04T12:00:00Z	Crime Scene	D-10	No	No
Illinois State Police		Yes	73	695	2023-07-05T12:00:00Z	Crime Scene	D-11	No	No
Illinois State Police		Yes	73	695	2023-07-06T20:10:00Z	Crash Recon	Waterloo, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-06T20:11:00Z	Crash Recon	IL-3, Waterloo, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-06T23:55:00Z	Crash Recon	Rochelle, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-07T00:06:00Z	Crash Recon	Rochelle, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-07T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-07-07T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-07-07T12:00:00Z	Crime Scene	D-1	No	No
Illinois State Police		Yes	73	695	2023-07-08T05:29:00Z	Crash Recon	Collinsville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-08T05:30:00Z	Crash Recon	Collinsville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-08T05:42:00Z	Crash Recon	Collinsville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-08T05:43:00Z	Crash Recon	Collinsville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T11:40:00Z	Crash Recon	Breese, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T11:41:00Z	Crash Recon	Breese, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T11:43:00Z	Crash Recon	Breese, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T13:43:00Z	Crash Recon	US-24, Secor, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T13:44:00Z	Crash Recon	US-24, Secor, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-09T14:05:00Z	Crash Recon	US-24, Secor, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-10T10:18:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T01:22:00Z	Crash Recon	Palestine, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T05:25:00Z	Crash Recon	US Hwy 70, Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T05:26:00Z	Crash Recon	US Hwy 70, Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T05:36:00Z	Crash Recon	US Hwy 70, Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T06:06:00Z	Crash Recon	Highland, IL 62249, USA	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T06:06:00Z	Crash Recon	US Hwy 70, Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-12T06:07:00Z	Crash Recon	US Hwy 70, Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-13T12:00:00Z	Crime Scene	D-18	No	No
Illinois State Police		Yes	73	695	2023-07-14T10:00:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:00:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:03:00Z	Crash Recon	US-50 Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:08:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:08:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:20:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:21:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:21:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-14T10:21:00Z	Crash Recon	US-50, Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-15T12:44:00Z	Crash Recon	Georgetown, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T22:37:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T22:48:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T22:52:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T23:15:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T23:21:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-16T23:26:00Z	Crash Recon	Brookport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-19T10:30:00Z	Training	Chester, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T07:38:00Z	Crash Recon	Viola, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:22:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:26:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:37:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:44:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:51:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T15:54:00Z	Crash Recon	Lockport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-22T17:40:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-23T16:21:00Z	Crash Recon	Grandview, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-23T16:25:00Z	Crash Recon	Grandview, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-23T19:37:00Z	Crash Recon	Bismarck, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-25T00:28:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-25T12:04:00Z	Crash Recon	Villa Grove, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T11:29:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T14:10:00Z	Crash Recon	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T14:21:00Z	Crash Recon	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T20:12:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T20:31:00Z	Crash Recon	Greenville, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-07-27T20:32:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T20:33:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-27T20:39:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-28T12:00:00Z	Crime Scene	D-6	No	No
Illinois State Police		Yes	73	695	2023-07-28T16:25:00Z	Crash Recon	Lebanon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-28T16:49:00Z	Crash Recon	Lebanon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-30T05:42:00Z	Crash Recon	Columbia, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-30T16:40:00Z	Crash Recon	Morton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-30T22:23:00Z	Crash Recon	Princeville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-07-30T23:46:00Z	Crash Recon	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-01T04:04:00Z	Crash Recon	Bethalto, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-01T04:17:00Z	Crash Recon	Bethalto, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-02T10:31:00Z	Crash Recon	Decatur, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-02T10:51:00Z	Crash Recon	Decatur, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-02T17:33:00Z	Crash Recon	Mattoon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-04T11:55:00Z	Crash Recon	Markham, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-04T16:15:00Z	Crash Recon	Country Club Hills, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-06T03:09:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-06T03:11:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-06T03:21:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-08T19:20:00Z	Crash Recon	Oakdale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-10T16:01:00Z	Crash Recon	Chouteau Township, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-10T19:02:00Z	Crash Recon	Lake City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-10T19:11:00Z	Crash Recon	Lake City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-12T02:24:00Z	Crash Recon	Danville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-12T03:15:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-13T06:06:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-13T06:12:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-15T14:14:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-17T12:08:00Z	Crash Recon	Rockford, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-18T12:55:00Z	Crash Recon	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-18T13:03:00Z	Crash Recon	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-20T01:15:00Z	Crash Recon	Sibley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-20T01:16:00Z	Crash Recon	Sibley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-20T01:23:00Z	Crash Recon	Sibley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-20T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-08-22T19:13:00Z	Crash Recon	Broughton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-22T19:14:00Z	Crash Recon	Broughton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-22T19:16:00Z	Crash Recon	Broughton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-22T19:29:00Z	Crash Recon	Broughton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-24T05:17:00Z	Crash Recon	Granite City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-24T05:35:00Z	Crash Recon	Granite City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-24T05:47:00Z	Crash Recon	Granite City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-24T05:49:00Z	Crash Recon	Granite City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-24T16:06:00Z	Crash Recon	Watson, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-25T11:13:00Z	Crash Recon	Sandwich, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-26T05:12:00Z	Crash Recon	Willow Springs, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-26T18:37:00Z	Crash Recon	Montrose, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-26T18:38:00Z	Crash Recon	Montrose, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-26T18:57:00Z	Crash Recon	Montrose, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-26T18:57:00Z	Crash Recon	Montrose, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-27T06:38:00Z	Crash Recon	Momence, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-27T14:07:00Z	Crash Recon	Sheridan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-29T00:27:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-29T00:28:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-29T12:00:00Z	Crime Scene	D-16	No	No
Illinois State Police		Yes	73	695	2023-08-29T12:53:00Z	Training	Du Quoin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T11:03:00Z	Crash Recon	Oakwood, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T11:06:00Z	Crash Recon	Oakwood, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T11:14:00Z	Crash Recon	Oakwood, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T11:22:00Z	Crash Recon	Oakwood, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T15:19:00Z	Missing Person	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T15:30:00Z	Missing Person	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-30T15:52:00Z	Missing Person	Ottawa, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-08-30T16:16:00Z	Missing Person	Ottawa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T08:57:00Z	Crash Recon	Greenfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T09:25:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T09:38:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T10:02:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T10:05:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T10:09:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T10:25:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T10:26:00Z	Training	Paulton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-08-31T17:05:00Z	Crash Recon	Argenta, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-01T15:56:00Z	Crash Recon	IL-121,Sullivan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-01T15:58:00Z	Crash Recon	IL-121,Sullivan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T06:02:00Z	Crash Recon	Lawrenceville, IL,	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T06:04:00Z	Crash Recon	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T06:17:00Z	Crash Recon	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T06:57:00Z	Crash Recon	I-70, Casey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T06:57:00Z	Crash Recon	I-70, Casey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T07:17:00Z	Crash Recon	I-70, Casey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-02T07:17:00Z	Crash Recon	I-70, Casey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-04T01:13:00Z	Crash Recon	Ramsey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-04T01:13:00Z	Crash Recon	Ramsey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-05T11:28:00Z	Crash Recon	Carbondale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-06T09:22:00Z	Crash Recon	Du Quoin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T09:41:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:02:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:03:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:03:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:13:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:17:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:18:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T10:19:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:03:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:08:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:17:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:29:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:30:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:36:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T11:41:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T12:23:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T12:34:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T12:39:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T18:58:00Z	Training	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T20:25:00Z	Training	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T20:40:00Z	Training	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-07T20:52:00Z	Training	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-08T18:14:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-08T18:39:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-09T02:54:00Z	Crash Recon	East Peoria, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T07:01:00Z	Training	Rockford, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T07:09:00Z	Training	Rockford, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T09:26:00Z	Training	Sterling, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T09:37:00Z	Training	Sterling, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T09:56:00Z	Training	Sterling, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-12T10:01:00Z	Training	Sterling, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-13T12:00:00Z	Training	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-09-14T00:35:00Z	Crash Recon	New Hanover, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T02:31:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T03:01:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T03:14:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T03:24:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:04:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:04:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:04:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:05:00Z	Training	Hennepin, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-09-14T13:05:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:29:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:31:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:32:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:32:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T13:34:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-14T14:02:00Z	Crash Recon	Waterloo, IL	Yes	No
Illinois State Police		Yes	73	695	2023-09-14T18:32:00Z	Training	Le Roy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T06:47:00Z	Crash Recon	St Jacob, IL	Yes	No
Illinois State Police		Yes	73	695	2023-09-15T07:01:00Z	Crash Recon	St Jacob, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:00:00Z	Search/Rescue	D-16	No	No
Illinois State Police		Yes	73	695	2023-09-15T12:08:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:17:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:18:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:18:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:28:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-15T12:44:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-16T17:37:00Z	Crash Recon	Cahokia, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-16T23:46:00Z	Crash Recon	Dundas, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-17T16:07:00Z	Training	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-17T16:12:00Z	Training	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-18T14:57:00Z	Crash Recon	Plainfield, IL	Yes	No
Illinois State Police		Yes	73	695	2023-09-19T17:24:00Z	Crash Recon	IL-37, Dix, IL	No	No
Illinois State Police		Yes	73	695	2023-09-20T00:44:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T00:50:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T00:59:00Z	Crash Recon	Champaign, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T09:18:00Z	Training	Marion, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T09:20:00Z	Training	Marion, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T09:32:00Z	Training	Marion, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T12:32:00Z	Training	Marion, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T13:52:00Z	Crash Recon	US-20, Lena, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-20T19:01:00Z	Crash Recon	Oquawka, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-21T13:37:00Z	Crash Recon	Benton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-22T08:18:00Z	Crash Recon	Benton, IL,	No	N/A
Illinois State Police		Yes	73	695	2023-09-22T11:26:00Z	Crash Recon	Philo, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-24T00:29:00Z	Crash Recon	St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-24T00:50:00Z	Crash Recon	IL-17, St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-24T01:01:00Z	Crash Recon	IL-17, St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-24T03:55:00Z	Crash Recon	IL-16, Nokomis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-24T06:30:00Z	Crash Recon	IL-16, Nokomis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-25T02:10:00Z	Crash Recon	Maple Park, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-25T02:16:00Z	Crash Recon	Maple Park, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-25T12:00:00Z	Crime Scene	D-12	No	No
Illinois State Police		Yes	73	695	2023-09-25T12:00:00Z	Training	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-09-26T16:51:00Z	Crash Recon	Oak Brook, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-26T16:57:00Z	Crash Recon	Oak Brook, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-26T19:36:00Z	Crash Recon	Danville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-26T21:21:00Z	Crash Recon	Danville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T05:37:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T05:46:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T06:14:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T06:42:00Z	Crash Recon	US-51, El Paso, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T07:16:00Z	Crash Recon	US-51, El Paso, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-27T12:00:00Z	Training	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-09-27T12:00:00Z	Training	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-09-28T08:53:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T08:54:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T09:20:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T09:36:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T09:41:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T09:54:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T10:08:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T10:15:00Z	Training	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-28T23:58:00Z	Crash Recon	Wayne City, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-09-29T02:00:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T06:52:00Z	Crash Recon	Teutopolis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T08:42:00Z	Crash Recon	Teutopolis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T11:13:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T11:25:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T11:46:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T11:49:00Z	Crash Recon	Pecatonica, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T17:37:00Z	Crash Recon	Teutopolis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:07:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:19:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:28:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:32:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:36:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T20:58:00Z	Crash Recon	Mendota, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T23:22:00Z	Crash Recon	IL-40, Walnut, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T23:30:00Z	Crash Recon	IL-40, Walnut, IL	No	N/A
Illinois State Police		Yes	73	695	2023-09-30T23:33:00Z	Crash Recon	IL-40, Walnut, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-01T01:41:00Z	Crash Recon	Newark, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-01T01:45:00Z	Crash Recon	Newark, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-01T01:48:00Z	Crash Recon	Newark, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-01T13:39:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-01T13:46:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-02T01:25:00Z	Crash Recon	Caseyville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-02T13:02:00Z	Crash Recon	IL-38, Rochelle, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-02T15:38:00Z	Crash Recon	Cissna Park, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T01:34:00Z	Imminent Harm to Life	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T01:53:00Z	Imminent Harm to Life	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T02:15:00Z	Imminent Harm to Life	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T02:38:00Z	Imminent Harm to Life	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T03:02:00Z	Imminent Harm to Life	Lawrenceville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-10-03T18:44:00Z	Crash Recon	Glen Ellyn, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-03T19:03:00Z	Crash Recon	Glen Ellyn, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-04T11:33:00Z	Crash Recon	IL-17, St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-04T15:00:00Z	Crash Recon	Rock City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-04T17:09:00Z	Crash Recon	Omaha, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-04T18:40:00Z	Crash Recon	Omaha, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-05T02:10:00Z	Crash Recon	Lincoln, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-05T02:36:00Z	Crash Recon	Lincoln, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-06T08:37:00Z	Crash Recon	IL-50, Monee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-06T13:52:00Z	Crash Recon	Dorsey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-07T05:43:00Z	Crash Recon	I-74, Congerville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-07T06:00:00Z	Crash Recon	I-74, Congerville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-07T16:17:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-08T06:33:00Z	Crash Recon	Marissa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-08T06:49:00Z	Crash Recon	Marissa, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-08T07:15:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-08T07:19:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-08T07:23:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-09T17:44:00Z	Crash Recon	Tuscola, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-10T06:54:00Z	Crash Recon	Jewett, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-11T08:28:00Z	Crash Recon	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:26:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:43:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:47:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:49:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:51:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T12:52:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:09:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:14:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:18:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:34:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:47:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:48:00Z	Training	Mt Vernon, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-10-12T13:50:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:53:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T13:56:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-12T14:00:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-13T12:48:00Z	Training	Flora, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-13T13:06:00Z	Training	Flora, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-13T13:10:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-13T13:23:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-14T16:41:00Z	Crash Recon	Yorkville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-14T16:46:00Z	Crash Recon	Yorkville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-15T11:52:00Z	Crash Recon	Worth, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-15T15:48:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-15T23:37:00Z	Crash Recon	Worth, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-16T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-10-18T00:24:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T00:49:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T00:55:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T01:07:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T01:13:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T01:21:00Z	Crash Recon	Litchfield, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T06:57:00Z	Crash Recon	Parkersburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T07:16:00Z	Crash Recon	Parkersburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-18T12:00:00Z	Other-Add Comments	D-1	No	No
Illinois State Police		Yes	73	695	2023-10-18T14:55:00Z	Training	IL-14, Carmi, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-18T15:02:00Z	Training	IL-14, Carmi, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-18T15:08:00Z	Training	IL-14, Carmi, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-22T10:06:00Z	Crash Recon	IL-127, Nashville, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-23T01:44:00Z	Crash Recon	St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-23T01:56:00Z	Crash Recon	St Anne, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-23T10:59:00Z	Crash Recon	IL-47, Hampshire, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-23T11:06:00Z	Crash Recon	IL-47, Hampshire, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-23T11:13:00Z	Crash Recon	Hampshire, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-24T12:00:00Z	Crime Scene	D-9	No	No
Illinois State Police		Yes	73	695	2023-10-25T09:03:00Z	Crash Recon	Troy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T09:05:00Z	Crash Recon	Troy, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:08:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:10:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:12:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:14:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:20:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-25T16:29:00Z	Training	Flora, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-26T16:16:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-26T16:37:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-26T16:42:00Z	Training	Flora, IL	Yes	No
Illinois State Police		Yes	73	695	2023-10-26T22:44:00Z	Crash Recon	Fithian, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-29T09:05:00Z	Crash Recon	Alton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-29T22:35:00Z	Crash Recon	Clay City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-29T22:38:00Z	Crash Recon	Clay City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-29T22:42:00Z	Crash Recon	Clay City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-29T22:54:00Z	Crash Recon	Clay City, IL	No	N/A
Illinois State Police		Yes	73	695	2023-10-31T12:00:00Z	Training	D-11	No	No
Illinois State Police		Yes	73	695	2023-10-31T12:00:00Z	Training	D-11	No	No
Illinois State Police		Yes	73	695	2023-10-31T12:00:00Z	Training	D-11	No	No
Illinois State Police		Yes	73	695	2023-10-31T12:00:00Z	Training	D-11	No	No
Illinois State Police		Yes	73	695	2023-11-01T12:45:00Z	Training	DeKalb, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-01T12:47:00Z	Training	DeKalb, IL 60115	No	N/A
Illinois State Police		Yes	73	695	2023-11-01T12:53:00Z	Training	DeKalb, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-01T14:13:00Z	Training	DeKalb, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-01T14:14:00Z	Training	DeKalb, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T07:51:00Z	Crash Recon	Washington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T07:53:00Z	Crash Recon	Washington, IL	Yes	No
Illinois State Police		Yes	73	695	2023-11-03T08:00:00Z	Crash Recon	Washington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T08:02:00Z	Crash Recon	Washington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T08:08:00Z	Crash Recon	Washington, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-11-03T12:48:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T12:48:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-03T12:56:00Z	Training	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-04T16:39:00Z	Crash Recon	Stonefort, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-04T16:44:00Z	Crash Recon	Stonefort, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-04T16:51:00Z	Crash Recon	Stonefort, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-05T16:30:00Z	Crash Recon	Columbia, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-05T23:04:00Z	Crash Recon	IL-33, Willow Hill, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-06T19:53:00Z	Training	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-06T19:58:00Z	Training	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-08T22:04:00Z	Crash Recon	Pana, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-09T18:45:00Z	Crash Recon	Du Quoin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-09T19:05:00Z	Crash Recon	Du Quoin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-09T21:50:00Z	Crash Recon	Roodhouse, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-09T22:07:00Z	Crash Recon	Roodhouse, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-10T02:22:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-10T02:36:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-10T10:43:00Z	Crash Recon	Normal, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-12T14:22:00Z	Training	Fairfield, IL	Yes	No
Illinois State Police		Yes	73	695	2023-11-12T21:26:00Z	Crash Recon	Peru, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-12T21:30:00Z	Crash Recon	Peru, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-13T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-11-13T13:47:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-13T14:05:00Z	Crash Recon	Bloomington, IL	Yes	No
Illinois State Police		Yes	73	695	2023-11-13T14:20:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-13T20:44:00Z	Crash Recon	Freeport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-13T20:50:00Z	Crash Recon	Freeport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-13T21:00:00Z	Crash Recon	Freeport, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-16T10:36:00Z	Crash Recon	Marion, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-16T11:36:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-16T20:07:00Z	Crash Recon	Belleville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-19T09:53:00Z	Crash Recon	I-57, Neoga, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-19T10:02:00Z	Crash Recon	Irving, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-19T10:24:00Z	Crash Recon	Harvey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-19T10:34:00Z	Crash Recon	Harvey, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-19T21:20:00Z	Crash Recon	I-57, Neoga, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-24T08:55:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-24T09:24:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-24T23:38:00Z	Crash Recon	IL-158, Millstadt, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-24T23:55:00Z	Crash Recon	IL-158, Millstadt, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-25T01:46:00Z	Crash Recon	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-28T21:11:00Z	Crash Recon	IL-14, McLeansboro, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-29T11:49:00Z	Crash Recon	Columbia, IL,	Yes	No
Illinois State Police		Yes	73	695	2023-11-29T12:00:00Z	Training	D-11	No	No
Illinois State Police		Yes	73	695	2023-11-29T12:20:00Z	Crash Recon	I-57, Benton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-30T10:02:00Z	Training	Rochester, IL	No	N/A
Illinois State Police		Yes	73	695	2023-11-30T10:31:00Z	Training	Rochester, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T06:39:00Z	Crash Recon	Altamont, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T07:01:00Z	Crash Recon	Altamont, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T11:55:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T12:09:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T22:20:00Z	Crash Recon	Sullivan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-01T22:35:00Z	Crash Recon	Sullivan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-02T20:05:00Z	Imminent Harm to Life	Manteno Township, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-02T20:06:00Z	Imminent Harm to Life	Manteno Township, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-02T20:09:00Z	Imminent Harm to Life	Manteno Township, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-04T09:30:00Z	Crash Recon	Carbondale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-04T09:44:00Z	Crash Recon	Carbondale, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T14:15:00Z	Training	El Dara, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T14:36:00Z	Training	El Dara, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T14:58:00Z	Training	El Dara, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T15:12:00Z	Training	El Dara, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T15:56:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-07T15:57:00Z	Crash Recon	Harrisburg, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2023-12-08T02:17:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-08T02:34:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-08T10:49:00Z	Crash Recon	Donovan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-08T10:52:00Z	Crash Recon	Donovan, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-08T11:05:00Z	Crash Recon	Pocahontas, IL	Yes	No
Illinois State Police		Yes	73	695	2023-12-10T03:02:00Z	Crash Recon	Waltonville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-10T03:16:00Z	Crash Recon	Waltonville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-11T23:38:00Z	Crash Recon	Thompsonville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T00:04:00Z	Crash Recon	Thompsonville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T11:02:00Z	Training	Barry, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T11:17:00Z	Training	Barry, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T11:29:00Z	Training	Barry, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T11:56:00Z	Training	Barry, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-12T12:38:00Z	Training	Barry, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-13T10:41:00Z	Crash Recon	IL-125, Pleasant Plains, IL	Yes	No
Illinois State Police		Yes	73	695	2023-12-13T12:00:00Z	Crime Scene	D-8	No	No
Illinois State Police		Yes	73	695	2023-12-13T13:53:00Z	Crash Recon	East, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-13T14:10:00Z	Crash Recon	East, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-14T10:48:00Z	Training	Elgin, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T05:37:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T05:58:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T06:03:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T06:04:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T06:06:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T06:22:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T06:24:00Z	Crash Recon	I-57, Paxton, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T08:42:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T11:08:00Z	Training	Stillman Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T11:08:00Z	Training	Stillman Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T11:12:00Z	Training	Stillman Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-15T11:17:00Z	Training	Stillman Valley, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-18T12:44:00Z	Crash Recon	IL-1, Crossville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-18T21:38:00Z	Crash Recon	Jacksonville, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-18T21:40:00Z	Crash Recon	Jacksonville, IL	Yes	No
Illinois State Police		Yes	73	695	2023-12-18T22:03:00Z	Crash Recon	Jacksonville, IL	Yes	No
Illinois State Police		Yes	73	695	2023-12-24T17:51:00Z	Crash Recon	Mascoutah, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-26T12:00:00Z	Training	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-12-27T01:09:00Z	Crash Recon	Fairview Heights, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-27T01:27:00Z	Crash Recon	Fairview Heights, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-27T01:27:00Z	Crash Recon	Fairview Heights, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-27T12:00:00Z	Crime Scene	D-Chi	No	No
Illinois State Police		Yes	73	695	2023-12-29T02:00:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-29T02:19:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-29T02:47:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-29T12:00:00Z	Crime Scene	D-14	No	No
Illinois State Police		Yes	73	695	2023-12-30T05:53:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-30T06:04:00Z	Crash Recon	Harrisburg, IL	No	N/A
Illinois State Police		Yes	73	695	2023-12-30T16:09:00Z	Crash Recon	Fairfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-02T21:55:00Z	Crash Recon	Clayton, MO	No	N/A
Illinois State Police		Yes	73	695	2024-01-03T07:19:00Z	Crash Recon	Minooka, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-04T14:01:00Z	Crash Recon	Collinsville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-05T14:47:00Z	Imminent Harm to Life	Madison, IL	Yes	No
Illinois State Police		Yes	73	695	2024-01-05T15:13:00Z	Imminent Harm to Life	Madison, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-06T16:09:00Z	Crash Recon	Tower Hill, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-08T10:26:00Z	Crash Recon	Braceville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-11T23:17:00Z	Crash Recon	Streator, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-13T07:12:00Z	Crash Recon	Carbondale, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T11:07:00Z	Crash Recon	Marshall, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T11:32:00Z	Crash Recon	Marshall, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T11:56:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T12:00:00Z	Crash Recon	Marshall, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T12:23:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T12:36:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-16T12:42:00Z	Crash Recon	Springfield, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2024-01-17T22:37:00Z	Crash Recon	Plainfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-17T22:52:00Z	Crash Recon	Plainfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-17T22:58:00Z	Crash Recon	Jerseyville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-17T23:17:00Z	Crash Recon	Jerseyville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-27T12:00:00Z	Crime Scene	Troop - 1	No	No
Illinois State Police		Yes	73	695	2024-01-28T12:00:00Z	Crime Scene	Troop - 1	No	No
Illinois State Police		Yes	73	695	2024-01-30T17:08:00Z	Crash Recon	McClure, IL	No	N/A
Illinois State Police		Yes	73	695	2024-01-31T12:00:00Z	Crime Scene	Troop - 3	No	No
Illinois State Police		Yes	73	695	2024-02-01T12:53:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-01T16:41:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-01T17:29:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-04T00:47:00Z	Crash Recon	Tamaroa, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-05T00:44:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-05T00:44:00Z	Crash Recon	Springfield, IL	Yes	No
Illinois State Police		Yes	73	695	2024-02-05T12:58:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-05T13:13:00Z	Crash Recon	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T11:38:00Z	Training	La Salle, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T11:39:00Z	Crash Recon	Salem, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T11:44:00Z	Training	La Salle, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T13:18:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T13:48:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T13:58:00Z	Training	Pawnee, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T15:55:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T16:00:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T23:21:00Z	Crash Recon	Niles, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-06T23:34:00Z	Crash Recon	Niles, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-08T01:27:00Z	Crash Recon	McClure, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-08T01:58:00Z	Crash Recon	McClure, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-08T21:51:00Z	Crash Recon	Cahokia, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-08T21:51:00Z	Crash Recon	Cahokia, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-08T22:15:00Z	Crash Recon	Cahokia, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T01:18:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T14:05:00Z	Training	Effingham, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T14:33:00Z	Training	Effingham, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T16:42:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T17:14:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-09T22:32:00Z	Crash Recon	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-12T10:22:00Z	Crash Recon	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-12T11:00:00Z	Training	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-14T12:00:00Z	Crime Scene	Troop - 4	No	No
Illinois State Police		Yes	73	695	2024-02-14T13:52:00Z	Training	Downers Grove, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-14T22:33:00Z	Crash Recon	Neoga, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T00:53:00Z	Crash Recon	Olney, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T09:49:00Z	Crash Recon	Highland, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T11:42:00Z	Training	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T11:43:00Z	Training	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T11:59:00Z	Training	Chicago, IL	Yes	No
Illinois State Police		Yes	73	695	2024-02-15T12:04:00Z	Training	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-15T12:04:00Z	Training	Chicago, IL	Yes	No
Illinois State Police		Yes	73	695	2024-02-19T07:34:00Z	Crash Recon	Dupo, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-19T23:27:00Z	Crash Recon	Cairo, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:05:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:07:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:09:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:13:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:18:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T13:21:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T14:05:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-20T14:13:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-21T08:50:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-21T08:51:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-21T09:24:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-21T09:51:00Z	Training	Percy, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-23T02:28:00Z	Crash Recon	Chicago, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2024-02-23T09:56:00Z	Crash Recon	Godfrey, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-24T01:07:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-24T02:29:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-24T12:00:00Z	Crime Scene	Troop - 5	No	No
Illinois State Police		Yes	73	695	2024-02-25T04:22:00Z	Crash Recon	Posen, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-25T04:27:00Z	Crash Recon	Posen, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-25T05:40:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-25T06:23:00Z	Crash Recon	East St Louis, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-25T20:30:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-26T14:25:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-27T02:54:00Z	Crash Recon	Grant Park, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-27T03:04:00Z	Crash Recon	Grant Park, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-27T09:59:00Z	Crash Recon	Chillicothe, IL	No	N/A
Illinois State Police		Yes	73	695	2024-02-27T10:14:00Z	Crash Recon	Chillicothe, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-01T12:00:00Z	Crime Scene	Troop - 1	No	No
Illinois State Police		Yes	73	695	2024-03-02T15:12:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T15:52:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T16:45:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T16:53:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T16:55:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T16:57:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T17:00:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-02T17:09:00Z	Crash Recon	Mossville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-03T16:47:00Z	Training	Xenia, IL	Yes	No
Illinois State Police		Yes	73	695	2024-03-03T21:50:00Z	Crime Scene	Momence, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-03T23:40:00Z	Crash Recon	Irrington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-03T23:55:00Z	Crash Recon	Irrington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-04T09:41:00Z	Training	Springfield, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-05T12:00:00Z	Crime Scene	Troop - 6	No	No
Illinois State Police		Yes	73	695	2024-03-05T18:01:00Z	Crash Recon	Mt Vernon, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-09T04:32:00Z	Crash Recon	I-94, Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-09T13:12:00Z	Training	Flora, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-09T21:34:00Z	Crash Recon	Dolton, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-09T21:37:00Z	Crash Recon	Dolton, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-10T00:33:00Z	Crash Recon	Crest Hill, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-11T12:00:00Z	Crime Scene	Troop - 2	No	No
Illinois State Police		Yes	73	695	2024-03-11T13:56:00Z	Crash Recon	US-24, Rushville, IL	Yes	No
Illinois State Police		Yes	73	695	2024-03-11T21:10:00Z	Crash Recon	Lovington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-11T21:24:00Z	Crash Recon	Lovington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-11T21:34:00Z	Crash Recon	Lovington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-12T17:08:00Z	Crash Recon	Tremont, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T09:43:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T09:45:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T09:52:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:10:00Z	Crash Recon	Carlock, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:21:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:22:00Z	Crash Recon	Carlock, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:26:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:32:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:43:00Z	Crash Recon	I-74, Carlock, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T10:52:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-13T11:07:00Z	Training	Hennepin, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-14T21:34:00Z	Crash Recon	Peotone, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-14T21:35:00Z	Crash Recon	Peotone, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T18:49:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T19:14:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T19:54:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T22:17:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T22:50:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-16T23:28:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-17T02:10:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-17T06:45:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-17T06:53:00Z	Crash Recon	Chicago, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-17T21:50:00Z	Crash Recon	Du Quoin, IL	No	N/A

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Illinois State Police		Yes	73	695	2024-03-19T15:44:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-19T16:40:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-19T16:42:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-19T16:44:00Z	Crash Recon	Bloomington, IL	No	N/A
Illinois State Police		Yes	73	695	2024-03-25T11:55:00Z	Training	La Salle, IL	No	N/A
Illinois State Police		Yes	73	695	2203-07-27T20:12:00Z	Crash Recon	Greenville, IL	No	N/A
Illinois State Police		Yes	73	695	2204-02-19T23:59:00Z	Crash Recon	Cairo, IL	No	N/A
Ina PD	Ina	No	0	0					
Irvington Police Department	Irvington	No	0	0					
Island Lake Police Department	Island Lake	No	0	0					
Jackson County SO		Yes		14	2023-06-17T06:10:00Z	Photograph Crime Scene	Paul Ice Road at Boat Ramp	N	N
Jackson County SO		Yes		14	2023-07-27T20:03:00Z	Map scene fatal traffic crash (PIX 4D)	US Highway 51 at Royalton Rd	N	N
Jackson County SO		Yes		14	2023-08-23T17:30:00Z	Map scene fatal traffic crash (PIX 4D)	IL Rt 13 at Airport Rd	N	N
Jackson County SO		Yes		14	2023-10-18T04:50:00Z	Map scene fatal traffic crash (PIX 4D)	Royalton Rd at Barwick Ln	N	N
Jackson County SO		Yes		14	2023-10-18T10:41:00Z	Map scene fatal traffic crash (PIX 4D)	Royalton Rd at Barwick Ln	N	N
Jackson County SO		Yes		14	2024-01-02T09:15:00Z	Map scene fatal traffic crash (PIX 4D)	Town Creek Rd at Worth Cem Rd	N	N
Jackson County SO		Yes		14	2024-01-21T15:10:00Z	Permission to search for stolen property	Carbon Lake Rd at Spinx Rd	N	N
Jackson County SO		Yes		14	2024-01-22T14:41:00Z	Map scene fatal traffic crash (PIX 4D)	IL Rt 127 at Hoffman Rd	N	N
Jackson County SO		Yes		14	2024-02-01T18:47:00Z	Area search for fleeing armed suspect	547 Kimmel Bridge Road	N	N
Jackson County SO		Yes		14	2024-02-01T20:46:00Z	Area search for fleeing armed suspect	McLaughlin Rd 1/4 mi E of Saupe Rd	N	N
Jackson County SO		Yes		14	2024-02-01T21:47:00Z	Area search for fleeing armed suspect	3099 W. Grange Hall Rd	N	N
Jackson County SO		Yes		14	2024-02-21T14:10:00Z	Map scene fatal traffic crash (PIX 4D)	Old Highway 13 at Wood Rd	N	N
Jackson County SO		Yes		14	2024-02-21T15:04:00Z	Training and Familiarization	1423 N 7th st Ext	N	N
Jackson County SO		Yes		14	2024-03-27T19:27:00Z	Crime Scene Documentation	2100 W. Chautauqua Rd. Carbondale	N	N
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-06-19T13:28:00Z	Imminent: risk to life, escape of suspect, destruction of evidence	Lake Jacksonville	Yes	Yes
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-07-14T17:57:00Z	Routed or Special Event	Morgan County Fairgrounds	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-07-15T17:57:00Z	Routed or Special Event	Morgan County Fairgrounds	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-07-24T03:18:00Z	Crime Scene/Traffic Crash photography	1910 W. Morton Jacksonville, IL 62650	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-07-26T11:05:00Z	Missing Person/Search and Rescue	1600 W. Walnut Jacksonville, IL 62650	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-01T15:06:00Z	Public Demonstration	Massey Lane/Old Airport Rd.	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-07T10:21:00Z	Search Warrant	Church/College Jacksonville, IL 62650	Yes	Yes
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-07T10:21:00Z	Imminent: risk of life, escape of suspect, destruction of evidence	Church/College Jacksonville, IL 62650	Yes	Yes
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-07T10:21:00Z	Search Warrant	Church/College Jacksonville, IL 62650	Yes	Yes
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-07T10:21:00Z	Imminent: risk of life, escape of suspect, destruction of evidence	2020 US Highway 67 Jacksonville, IL 62650	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-08-18T16:11:00Z	Search Warrant	Massey Lane/ Old Airport Rd.	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-09-06T15:00:00Z	Imminent: risk of life, escape of suspect, destruction of evidence	W. Lafayette/Caldwell Jacksonville, IL 62650	Yes	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-10-26T09:03:00Z	Imminent: risk of life, escape of suspect, destruction of evidence	East St/Michigan Jacksonville, IL 62650	No	No
Jacksonville Police Department	Jacksonville	Yes	2	13	2023-10-26T12:02:00Z	Crime Scene/ Traffic Crash photography			
Jefferson County Sheriff's Office	Mt. Vernon	No	0	0					
Jo Daviess County Sheriff's Office	Galena	Yes	1	0					
Johnson County Sheriff's Office	Vienna	No	0	0					
Joliet Police dept.	joliet	Yes	9	80	2023-06-16T09:10:00Z	Training	7196 Caton farm Rd.	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-06-23T10:00:00Z	Training	7196 Caton Farm rd	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-06-23T14:00:00Z	Marketing photos	Downtown Joliet City Center area	Yes	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-01T22:30:00Z	Training	7196 Caton Farm	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-04T21:00:00Z	Marketing-Fireworks display	3000 W. Jefferson	Yes	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-05T23:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-10T23:00:00Z	Training	Collins & Bruce	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-11T09:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-15T12:00:00Z	Marketing	Various Joliet locations	Yes	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-15T22:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-19T16:29:00Z	Prevent Destruction of evidence	2nd & Baker	Yes	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-22T10:00:00Z	Roof Clearing	Downtown Joliet Civic center	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-24T13:27:00Z	Forestall the escape of a suspect	Area of Pilcher park 225 Gougar rd.	Yes	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-25T09:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	joliet	Yes	9	80	2023-07-25T22:10:00Z	Forestall the escape of a suspect	4th & Richards	Yes	No

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Joliet Police dept.	Joliet	Yes	9	80	2023-07-29T15:30:00Z	Roof Clearing	103 N. Chicago	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-01T03:38:00Z	Prevent harm to life	1000 Block of East Washington	Yes	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-01T23:11:00Z	Crash Investigation	Frontage & Pandola	Yes	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-03T09:10:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-07T23:30:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-08T10:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-16T21:00:00Z	Training	150 W. Washington	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-16T23:00:00Z	Training	150 W. Washington	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-22T12:00:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-23T21:30:00Z	Training	150 W. Washington	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-26T13:30:00Z	Training	7196 W. Caton Farm	No	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-29T00:00:00Z	Forestall the escape of a suspect	1212 Luther	Yes	No
Joliet Police dept.	Joliet	Yes	9	80	2023-08-29T11:00:00Z	Forestall the escape of a suspect	510 S. Eastern	Yes	No
Joliet Police dept.	Joliet	Yes	9	80	2024-06-22T11:00:00Z	Training	7196 Caton Farm rd.	No	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-01-19T12:37:00Z	Survey ice jams in the Kankakee River at the Request of the Emergency Management Agency	41.10354997470691, -87.8558223	Yes	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-01-20T13:30:00Z	Continued to survey ice jams for Emergency Mangement Agency	41.10354997470691, -87.8558223	Yes	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-07-16T08:56:00Z	Search for a missing person that crashed his vehicle near a cornfield/river	41.3'45'''' N 87.49'51''''W	No	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-07-17T18:30:00Z	Search for suicidal subject based on estimated locations per phone pings	41.18523376481868, -87.8473073	No	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-07-31T12:01:00Z	Survey Tornado Damage at the request of the IL Emergency Management Agency	Rural Momence (Farm Fields)	No	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-11-18T09:36:00Z	Search for loose livestock in a field at request of Animal Control; Bull was located as a res	41.2708797993527, -87.8380992	No	No
Kankakee County Sheriff's Office	Kankakee, IL	Yes	9	7	2023-12-02T19:30:00Z	Assisted several agencies in location of suspects from a armed vehicular hijacking	41.22823959288752, -87.8380315	No	No
Kaskaskia College Police Department	Centralia	No	0	0					
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-06-23T12:00:00Z	community demonstration	Sheriff's Office - 1102 Cornell Lane,	No	No
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-07-21T12:00:00Z	community demonstration	Sheriff's Office - 1102 Cornell Lane,	No	No
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-08-02T09:00:00Z	Training	Sheriff's Office - 1102 Cornell Lane,	Yes	Yes
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-08-07T09:00:00Z	Training	Sheriff's Office - 1102 Cornell Lane,	Yes	Yes
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-08-15T00:15:00Z	Crime Scene Photography	8175 IL Route 47, Yorkville, IL 60560	Yes	Yes
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-08-17T11:26:00Z	Fire	2622 Beecher Road - Yorkville, IL 601	Yes	Yes
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-09-14T10:30:00Z	Possible suicidal subject in Forest Preserve - Unfounded	8225 IL Route 71 - Yorkville, IL 6056	No	No
Kendall County Sheriff's Office	Yorkville	Yes	4	8	2023-10-16T19:00:00Z	Training	Hoover Forest Preserve - 11285 W F	No	No
Kingston police Department	Kingston	No	0	0					
Kirkland Police Department	Kirkland	No	0	0					
La Grange Police Department	La Grange, IL	No	0	0					
Lake Bluff Police Department	Lake Bluff	No	0	1	2023-07-04T09:15:00Z	Overwatch during a heavily populated 4th of July Parade	Downtown Lake Bluff. 28 East Cente	No	No
Lake County Sheriff's Office	Ingleside	Yes	6	40	2023-06-14T17:00:00Z	Exigent Circumstances (Imminent Threat/Escape)	34523 N Wilson Rd	No	No
Lake County Sheriff's Office	Spring Grove	Yes	6	40	2023-07-05T05:15:00Z	Missing Person	38286 N DAWN CIR	Yes	No
Lake County Sheriff's Office	Spring Grove	Yes	6	40	2023-07-05T05:30:00Z	Missing Person	38286 N DAWN CIR	Yes	No
Lake County Sheriff's Office	Spring Grove	Yes	6	40	2023-07-05T05:45:00Z	Missing Person	38286 N DAWN CIR	Yes	No
Lake County Sheriff's Office	Lake Forest	Yes	6	40	2023-07-06T11:47:00Z	Exigent Circumstances (Imminent Threat/Escape)	28355 Bradley Rd.	Yes	No
Lake County Sheriff's Office	Lake Villa	Yes	6	40	2023-07-09T23:15:00Z	Missing Person	59 // Monaville Road	Yes	No
Lake County Sheriff's Office	Lake Villa	Yes	6	40	2023-07-09T23:45:00Z	Missing Person	59 // Monaville Road	Yes	No
Lake County Sheriff's Office	Lake Villa	Yes	6	40	2023-07-10T00:15:00Z	Missing Person	59 // Monaville Road	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2023-07-14T09:30:00Z	Exigent Circumstances (Imminent Threat/Escape)	3300 Birkdale Ct.	Yes	Yes
Lake County Sheriff's Office	ZION	Yes	6	40	2023-07-14T10:00:00Z	Search Warrant	3309 COLGATE AVE	Yes	No
Lake County Sheriff's Office	Antioch	Yes	6	40	2023-07-22T17:15:00Z	Missing Person	43174 Andyville	No	No
Lake County Sheriff's Office	Ingleside	Yes	6	40	2023-08-21T20:30:00Z	Missing Person	25067 W Rollins Rd	No	No
Lake County Sheriff's Office	Beach Park	Yes	6	40	2023-09-10T18:15:00Z	Crash Documentation	Sheridan Rd // Yorkhouse Rd	No	No
Lake County Sheriff's Office	Antioch	Yes	6	40	2023-09-12T16:00:00Z	Crash Documentation	42522 N Lake Ave	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2023-09-15T10:30:00Z	Training Flight	15900 W Russell Rd	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2023-09-15T11:00:00Z	Training Flight	15900 W. Russell Road	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2023-09-26T18:00:00Z	Training Flight	646 Winchester Rd	No	No
Lake County Sheriff's Office	Lake Villa	Yes	6	40	2023-10-08T10:45:00Z	Training Flight	1600 Eagle Way	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2023-10-27T16:45:00Z	Training Flight	15900 W. russell Rd.	No	No
Lake County Sheriff's Office	lake villa	Yes	6	40	2023-10-30T15:00:00Z	Missing Person	20703 W LAKEVIEW AVE	No	No
Lake County Sheriff's Office	Florence	Yes	6	40	2023-11-06T13:15:00Z	Training Flight	898 Co Rd 240	Yes	No
Lake County Sheriff's Office	Florence	Yes	6	40	2023-11-07T13:15:00Z	Training Flight	898 Co Rd 240	No	No
Lake County Sheriff's Office	Florence	Yes	6	40	2023-11-08T10:15:00Z	Training Flight	898 Co Rd 240	Yes	No
Lake County Sheriff's Office	Deer Park	Yes	6	40	2023-11-13T15:15:00Z	Missing Person	21840 W Lake Cook Rd	Yes	No
Lake County Sheriff's Office	ROUND LAKE	Yes	6	40	2023-11-20T08:00:00Z	Crash Documentation	33646 N FAIRFIELD RD	No	No
Lake County Sheriff's Office	Vernon Hills	Yes	6	40	2023-12-17T12:45:00Z	Training Flight	209 Crabtree Ln	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2023-12-18T12:15:00Z	Training Flight	15900 W Russell Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2023-12-19T14:10:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2023-12-21T14:00:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Vernon Hills	Yes	6	40	2023-12-24T13:00:00Z	Training Flight	209 Crabtree Ln	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Lake County Sheriff's Office	Vernon Hills	Yes	6	40	2023-12-27T15:30:00Z	Training Flight	300 Nike Pkwy	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2024-01-29T12:45:00Z	Training Flight	15900 W Russell Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2024-02-01T14:00:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Zion	Yes	6	40	2024-02-09T09:00:00Z	Training Flight	15900 W Russell Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2024-02-23T01:00:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Mundelein	Yes	6	40	2024-02-25T19:30:00Z	Training Flight	28754 N Fremont Center Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2024-02-26T14:00:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Libertyville	Yes	6	40	2024-02-29T16:15:00Z	Training Flight	646 W Winchester Rd	No	No
Lake County Sheriff's Office	Vernon Hills	Yes	6	40	2024-03-29T14:00:00Z	Training Flight	0 American Way	Yes	No
Lake County Sheriff's Office	Waukegan	Yes	6	40	2024-04-21T01:25:00Z	Search Warrant	2130 Hawthorne Lane	Yes	Yes
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-01-26T07:37:00Z	Missing Person/Search & Rescue	1505 Lake Road, Lake Forest, IL	No	No
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-07-04T17:00:00Z	Special Event	101 W Deerpath, Lake Forest, IL	No	No
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-08-07T20:45:00Z	Missing Person/Search & Rescue	Openlands Lakeshore between Lake	Yes	No
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-08-11T11:45:00Z	Training	255 W Deerpath, Lake Forest, IL	No	No
							Green Bay Rd / Thorn Valley, Lake Bluff, IL		
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-08-15T02:02:00Z	Forestall imminent escape of a suspect		No	No
						Special Public Event/Routed Public Event			
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-08-19T06:30:00Z		220 E Deerpath, Lake Forest	No	No
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-08-27T04:00:00Z	Forestall imminent escape of a suspect	Highmoor Road @ Half Day Road, Hi	No	No
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-09-19T14:00:00Z	Prevent imminent destruction of evidence	Green Bay Rd @ Westminster RdLake Forest, IL	No	No
							1401 Middlefork Drive, Lake Forest, IL		
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-10-23T13:15:00Z	Training		No	No
							1515 Lake Cook Rd., Northbrook, IL		
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-10-30T13:00:00Z	Missing Person/Search & Rescue		No	No
							1555 W. Kennedy Road, Lake Forest, IL		
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-11-19T12:30:00Z	Training		No	No
							Route 60 @ Route 41, Lake Forest, IL		
Lake Forest Police Department	Lake Forest	Yes	3	12	2023-12-21T22:45:00Z	Missing Person/Search & Rescue		No	No
LAKE VILLA POLICE DEPARTMENT	LAKE VILLA	Yes	2	1	2024-03-16T11:15:00Z	ROOF TOP RECONNAISSANCE FOR PARADE SAFETY	65 CEDAR AVE LAKE VILLA IL	Yes	No
Lake Zurich Police Department	Lake Zurich	No	0	0					
Lansing Police Department	Lansing	No	0	1	2023-10-03T13:30:00Z	Armed offender search from an armed robbery	fField/wooded area west of Arcadia	No	No
LaSalle County Sheriffs Office	Ottawa	Yes	3	5	2023-08-11T14:00:00Z	Missing person	1401 E12th Rd Mendota hospital	No	No
LaSalle County Sheriffs Office	Ottawa	Yes	3	5	2023-08-30T15:00:00Z	Missing kid left school	1433 N33rd Rd	No	No
LaSalle County Sheriffs Office	Ottawa	Yes	3	5	2024-01-10T12:00:00Z	Evidence collection	600 Sycamore St. Millington	No	No
LaSalle County Sheriffs Office	Ottawa	Yes	3	5	2024-01-24T12:00:00Z	Missing person from an accident	N18th E12th Rd	Yes	No
LaSalle County Sheriffs Office	Ottawa	Yes	3	5	2024-02-07T12:00:00Z	Manhunt. Male shot a female and ran away.	3603 E1759th Rd	No	No
Lebanon Police Department	Lebanon	No	0	0					
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-06-27T17:23:00Z	Attempt to locate the driver of a vehicle that fled on foot from a motor vehicle crash	I-39 at mile marker 87	No	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-07-05T23:49:00Z	Looking for suicidal subject next to railroad tracks. Subject was located.	805 Broadway, Dixon, Illinois	No	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-07-16T17:22:00Z	Document the scene of an accident with injuries	Sink Hollow Road at Stony Point Roa	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-07-24T23:47:00Z	Looking for trespassers on golf course	45 N. Carriage Hill Court, Sterling, Ill	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-07-25T01:27:00Z	Assisted Dixon Police Department with looking for a wanted subject in a grassy and wood	1501 Lowell Park Road, Dixon, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-07-29T01:56:00Z	Attempted to locate a male that had fled the area after committing an aggravated battery	291 Illinois Route 2, Dixon, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-08-06T16:09:00Z	Looked for missing rafters on a creek	450 S. Mason Avenue, Amboy, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-08-15T08:02:00Z	Looked for missing suicidal subject that was on foot in the area.	2219 Shaw Road, West Brooklyn, Illi	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-08-18T18:14:00Z	Followed path of vehicle through a corn field in an attempt to locate it.	464 Kilgore Road, Dixon, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-12-10T20:23:00Z	Looked for missing juvenile with mental health issues	1570 Winnetka Street, Dixon, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-12-12T14:35:00Z	Looked for offenders that fled from deputies in a stolen vehicle and then fled on foot	Rock Falls, Illinois	Yes	No
Lee County Sheriff's Office	Dixon	Yes	2	13	2023-12-17T09:39:00Z	Surveillance on an armed barricaded subject in a second story, motel room.	443 Illinois Route 2	Yes	No
Leland Police Department	Leland	No	0	0					
Lemont Police Department	Lemont	No	0	0					
Lewis University Police Department	Romeoville	No	0	0					
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-14T13:00:00Z	Maiden Flight / Training	200 E Cook Ave, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-14T13:20:00Z	Maiden Flight / Training	200 E Cook Ave, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-17T09:30:00Z	Parade Surveillance	345 N Milwaukee Ave, Libertyville, I	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-17T11:00:00Z	Parade Surveillance	426 S Milwaukee Ave, Libertyville, IL	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-18T12:30:00Z	Festival Surveillance	123 W Church St, Libertyville, IL 600	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-18T13:06:00Z	Festival Surveillance	123 W Church St, Libertyville, IL 600	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-18T16:30:00Z	Festival Surveillance	123 W Church St, Libertyville, IL 600	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-06-21T12:30:00Z	Crime Scene / Article Search	1551 N Milwaukee Ave, Libertyville, IL	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-07-01T10:08:00Z	Search and Rescue	15647 IL Rt 60, Vernon Hills IL 6006	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-07-06T11:00:00Z	Suspect Search	28355 Bradley Rd, Lake Forest, IL 60	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-07-20T13:42:00Z	Infrastructure Inspection	200 Lake St, Libertyville, IL 60048	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-07-21T21:19:00Z	Search and Rescue	215 N Milwaukee Ave, Vernon Hills, IL	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-08-27T07:08:00Z	Search and Rescue	860 Cherry Valley Dr, Vernon Hills, IL	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-08-28T07:00:00Z	Infrastructure Inspection	900 Red Top Dr, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-08-28T07:00:00Z	Infrastructure Inspection	900 Red Top Dr, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-08-29T07:00:00Z	Infrastructure Inspection	900 Red Top Dr, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-09-15T13:30:00Z	Infrastructure Inspection	200 Lake St, Libertyville, IL 60048	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-09-21T12:08:00Z	Infrastructure Inspection	200 Lake St & 114 Newberry Ave, Lib	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-10-27T14:10:00Z	Suspect Search	840 N Lakeside Dr, Vernon Hills, IL 6	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2023-11-24T17:50:00Z	Public Event Surveillance	413 N Milwaukee Ave, Libertyville, IL	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2024-02-04T11:25:00Z	Search and Rescue	801 Allanson Rd, Mundelein, IL 600	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2024-02-19T13:13:00Z	Search and Rescue	900 Red Top Dr, Libertyville, IL 6004	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2024-02-22T22:25:00Z	Search and Rescue	25124 W Lake Shore Dr, Ingleside, IL	No	No
Libertyville Police Department	Libertyville	Yes	2	24	2024-02-27T14:08:00Z	Suspect Search	Highland Rd & Kenosha Rd, Zion, IL	No	No
Lincolnwood Police Department	Lincolnwood	Yes	0	0					
						Flyover prior to festival parade and during parade (A representative from the Round Lake Beach Police Department conducted the drone flyover on our behalf, as Lindenhurst does not yet own a drone).			
Lindenhurst Police Department	Lindenhurst	No	0	1	2023-08-26T09:45:00Z		Sand Lake Road from Country Place	No	No
Lindenhurst Police Department	Lindenhurst	No	0	0					
Lisle Police Department	Lisle, IL	No	0	0					
Litchfield Police Department	Litchfield	No	0	0					
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-07-16T20:19:00Z	SUBJECT WITH A GUN	7895 E 3000 N RD	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-07-29T04:07:00Z	SUBJECT RAN FROM VEHICLE PURSUIT	REDWOOD MANOR PONTIAC	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-07-30T05:12:00Z	subject fled from traffic stop	8124 N 2500 E RD	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-08-04T12:00:00Z	FATAL TRAFFIC CRASH	2700 N 3500 E RD	Yes	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-09-02T05:26:00Z	Runaway	Salem Children's home	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-09-14T19:39:00Z	search and rescue	Tri Point HS Cullom	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-09-19T18:20:00Z	Suicidal Subject	GCA grain bins- Cornell	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-09-24T05:30:00Z	missing person	Streator HS	No	No
Livingston County Sheriff's Office	Pontiac	Yes	1	9	2023-09-27T21:38:00Z	suicidal subject	Memorial Cemetery Pontiac	No	No
Lockport Police Department	Lockport	No	0	0					
Logan County Sheriff's Office	LINCOLN	Yes	2	3	2023-08-08T12:00:00Z	Looking for stolen property near railroad tracks.	40.098573,-89.417404	No	No
Logan County Sheriff's Office	LINCOLN	Yes	2	3	2023-08-08T12:15:00Z	Looking for stolen property near railroad tracks.	40.098573,-89.417404	No	No
Logan County Sheriff's Office	LINCOLN	Yes	2	3	2023-08-08T12:37:00Z	Looking for stolen property near railroad tracks.	40.098573,-89.417404	No	No
Macomb Police Department	Macomb, IL	No	0	0					
Macomb Police Department	Macomb	No	0	0					
Macon County Sheriff's Office	Decatur	Yes	4	2	2024-01-23T18:33:00Z	Fleeing Suspects	13220 Cemetary Rd., Argenta, IL	No	No
Macon County Sheriff's Office	Decatur	Yes	4	2	2024-02-11T21:24:00Z	Person called in and stated they thought a small plane had crashed near windmills	Rt. 51/Hampshire Rd. Macon County	No	No
Manteno Police Department	MANTENO	Yes	1	7	2023-06-16T19:00:00Z	Golf Cart Parade overview	Parade route over streets	No	No
Manteno Police Department	MANTENO	Yes	1	7	2023-06-22T21:00:00Z	Training flight	700 S Oak Street (Old Public Works f	No	No
Manteno Police Department	MANTENO	Yes	1	7	2023-07-13T20:30:00Z	Attempt to locate missing subject	Amberstone road area (rural and wo	No	No
Manteno Police Department	MANTENO	Yes	1	7	2023-09-08T10:00:00Z	Govenor Security detail	300 S Spruce Street	Yes	No
Manteno Police Department	MANTENO	Yes	1	7	2023-09-23T20:00:00Z	Roof top security during festival	Oktoberfest on Main Street	Yes	No
Manteno Police Department	MANTENO	Yes	1	7	2023-11-01T17:30:00Z	Locate loose Bull	N Maple Street and 10000 N area (Le	No	No
Manteno Police Department	MANTENO	Yes	1	7	2023-12-02T18:44:00Z	Apprehension of carjacking suspects	6000 N N 2000 E Rd	Yes	No
Marengo Police Department	Marengo	No	0	0					
Marion Co SO	Salem	Yes	1	0					
Marion Police Department	Marion	No	0	0					
Marshall County Sheriff's Dept	Lacon	No	0	0					
Marshall Police Department	Marshall	No	0	0					
Maryville Police Department	Village of Maryville	No	0	0					
Massac County Sheriff's Office	Metropolis	Yes	1	0					
Matteson Police Department	Matteson	Yes	3	14	2023-05-29T08:32:00Z	Safety checks of a parade	Governors Highway at 216th Street	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-06-24T19:07:00Z	Looking for a mentally disturbed person that ranaway	6400 block of Old Plank Boulevard	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-06-30T17:00:00Z	Security safety checks of a concert	Matteson Village Hall	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-07-06T14:59:00Z	Looking for offenders that fled from a stolen vehicle	21000 block of Homeland Road	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-07-31T18:53:00Z	Looking for an offender from a domestic battery	3800 block of 216th place	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-08-26T11:30:00Z	Looking for offenders that fled from a stolen vehicle	21000 block of Central Avenue	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Matteson Police Department	Matteson	Yes	3	14	2023-09-18T15:00:00Z	Looking for an offender from a domestic battery	Richton Park	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-09-19T16:25:00Z	Looking for a missing adult	Ridgeland Avenue and Old Plank Bo	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-09-21T11:51:00Z	Looking for an offender in a shooting	16200 block of Marshfield in Markha	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-10-29T18:23:00Z	Looking for a homicide suspect in a wooded area	1900 block of Glenwood Road in Chi	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-11-11T09:00:00Z	Safety checks during a parade route	rickton park, Illinois	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-11-22T09:00:00Z	Looking for an offender in a field	13500 block of Greenview Drive in W	Yes	No
Matteson Police Department	Matteson	Yes	3	14	2023-12-12T14:00:00Z	Looking for a stolen vehicle that was tracking to a field area	Cicero Avenue at Vollmer Road	No	No
Matteson Police Department	Matteson	Yes	3	14	2023-12-14T16:30:00Z	Looking for a helicopter than landed in a field	4000 block of Sumter Road	No	No
Mattoon Police Department	Mattoon	Yes	1	5	2023-07-18T16:00:00Z	ATL Jessica Lovall in scrap yard woods	n/a	No	No
Mattoon Police Department	Mattoon	Yes	1	5	2023-08-11T21:30:00Z	Missing Persons (juveniles)	n/a	No	No
Mattoon Police Department	Mattoon	Yes	1	5	2023-10-17T18:50:00Z	firmware update-Training	2849 Lake Road, Mattoon, IL	Yes	Yes
Mattoon Police Department	Mattoon	Yes	1	5	2023-10-27T13:15:00Z	Rural Operations Training Scenario	Charleston, IL City Property	No	No
Mattoon Police Department	Mattoon	Yes	1	5	2023-10-30T15:45:00Z	Court Ordered Recordings for Public Nuisance City Ordinance Violation	2100-2400 block Broadway Ave, Ma	Yes	No
McHenry County Conservation District Polik	Woodstock	Yes	1	3	2023-07-14T13:00:00Z	Public Program Demonstration - Police Camp	Prairieview Education Center - 2112	No	No
McHenry County Conservation District Polik	Woodstock	Yes	1	3	2023-09-12T15:00:00Z	Ariel flyovers for Officer Wellness Video	2098 Deep Cut Road, Woodstock, IL	No	No
McHenry County Conservation District Polik	Woodstock	Yes	1	3	2024-02-17T12:30:00Z	Assist in locating a crime victim	Hickory Grove Highlands Conservati	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-06-21T12:00:00Z	Training	2200 N. Seminary Ave. Woodstock	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-06-21T12:00:00Z	Training	2200 N. Seminary Ave. Woodstock	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-06-23T01:00:00Z	Crash Investigation	US Rt. 14 at Rose Farm Road Woods	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-07-07T01:00:00Z	Missing person	Rt. 12 west of Fox Lake Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-07-07T12:00:00Z	missing person	5908 Johnsburg Road, Johnsburg Illi	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-07-07T12:00:00Z	Missing person	Rt. 12 west of Fox Lake Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-07-10T12:00:00Z	Missing person	342 Lee Drive Crystal Lake	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-07-29T12:00:00Z	Crash investigation	Illinois Rt 47 near Conley Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-08-05T12:00:00Z	Crash Investigation	Kishwaukee Valley Road at Menge R	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-08-07T12:00:00Z	Crash Scene Investigation	Lakewood Rd. near Murfield Drive, L	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-08-09T02:40:00Z	Crime Scene Documentation	Plum Tree Road, Crystal Lake	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-08-11T12:00:00Z	crime scene documentation	3000 block of Raffel Road Woodstoc	Yes	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-09-28T01:00:00Z	training	Merriman Field Woodstock	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-10-01T01:00:00Z	Crash investigation	Rt 173 near Flat Iron Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-10-29T12:00:00Z	Crash Investigation	Rt. 14 and Dunham Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-11-15T12:00:00Z	Crash Investigation	Edgewood Road west of Jenny Jae Le	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-11-17T02:25:00Z	Crash Investigation	Rt. 14 at Hughes Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-11-20T12:00:00Z	Missing person-child	4506 Sherwood Drive, Crystal Lake	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-12-13T12:00:00Z	Crash Investigation	Tryon Grove Road near Keystone Ro	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2023-12-13T15:38:00Z	Crash Investigation	4915 Rt. 47	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2024-02-14T01:00:00Z	Crash Investigation	Route 14 near Dimmel Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2024-02-15T12:00:00Z	Crash investigation	17001 McGuire Road	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2024-03-03T12:00:00Z	missing person	Silver Lake, Oakwood Hills	No	No
McHenry County Sheriff's Office	Woodstock	Yes	2	24	2024-03-03T12:00:00Z	outside assist- other related to the missing person	Silver Lake, Oakwood Hills	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-06-09T14:00:00Z	Traffic Crash Investigation	1900 East Rd. 1/2 mile north of 2000	Yes	Yes
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-06-10T13:00:00Z	Traffic Crash Investigation	2480 East Rd at 2650 North Rd.	Yes	Yes
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-06-17T11:32:00Z	Traffic Crash Investigation	1600 E at 550 North Rd.	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-06-25T15:22:00Z	Fleeing suspect hiding from domestic battery hiding in corn field	Livingston County near village of Me	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-07-01T17:00:00Z	1100 east S of 2250 n rd looking for trespassing suspects	1100 East Rd. and 2250 North Rd.	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-08-09T09:22:00Z	Training Heartland Community College	Heartland Community College	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-08-10T09:48:00Z	Training Heartland Community College	Training Heartland Community Colle	No	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-09-10T09:40:00Z	DUI and Vehicle recovery from Lake Evergreen (crash investigation)	1200 East Rd. at Lake Evergreen (we	Yes	No
McLean County Sheriff's Office	Bloomington	Yes	2	9	2023-09-26T13:00:00Z	training	Interstate Center, Bloomington IL	No	No
McLeansboro Police Department	McLeansboro, IL	No	0	0					
Menard County Sheriff's Office	Petersburg	No	0	0					
Metra Police Department	Chicago	Yes	5	101	2023-06-20T23:36:00Z	Traffic Crash	75th & Exchange Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-06-24T11:30:00Z	Demonstration	3250 145th Street, Midlothian IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-06-24T16:25:00Z	Traffic Crash	W. 99th Street & S. Vincennes Avenu	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-06-27T09:16:00Z	Traffic Crash	E. Front Street & Scott Street, Whea	No	No
Metra Police Department	Chicago	Yes	5	101	2023-06-30T06:30:00Z	Routed/Special Event	Ida B Wells & Chicago Busway, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-06-30T12:01:00Z	Traffic Crash	11900 S. Vincennes, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-07-01T06:05:00Z	Routed/Special Event	Ida B Wells & Chicago Busway, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-02T05:44:00Z	Routed/Special Event	Ida B Wells & Chicago Busway, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-04T00:17:00Z	Traffic Crash	2710 Main Street, Buffalo Grove IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-17T05:24:00Z	prevent escape of suspect	126 Forest Avenue, River Forest IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-19T02:50:00Z	Traffic Crash	E. 75th Street & S. Exchange Avenue	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-19T05:23:00Z	Traffic Crash	S. Seymour Avenue & Center Street,	No	No
Metra Police Department	Chicago	Yes	5	101	2023-07-22T07:58:00Z	Traffic Crash	W. Devon Avenue & N. Lehigh Avenu	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Metra Police Department	Chicago	Yes	5	101	2023-08-03T07:56:00Z	Routed/Special Event	700 S. Balbo Drive, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-04T09:19:00Z	Routed/Special Event	700 S. Balbo Drive, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-05T10:24:00Z	Routed/Special Event	700 S. Balbo Drive, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-06T06:37:00Z	Routed/Special Event	700 S. Balbo Drive, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-10T22:24:00Z	Traffic Crash	E. 71st & S. Cornell Avenue, Chicago	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-15T07:15:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-16T06:15:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-17T06:20:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-17T15:55:00Z	Traffic Crash	18 W. Quincy Street, Westmont IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-08-18T01:09:00Z	Traffic Crash	W. 90th Street & S. Hermitage Avenue	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-18T06:24:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-19T06:15:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-20T08:18:00Z	Routed/Special Event	203rd Street, Olympia Fields IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-28T10:15:00Z	Traffic Crash	W. 15th Street & S. Clark Street, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-28T11:11:00Z	Traffic Crash	W. 15th Street & S. Clark Street, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-08-30T00:48:00Z	Traffic Crash	W. 15th Street & S. Clark Street, Chic	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-04T09:00:00Z	Routed/Special Event	Summit Rd & Stock Port Lane, Schau	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-04T20:16:00Z	Traffic Crash	Rt. 173 & Main Street, Antioch IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-08T16:17:00Z	Routed/Special Event	40 Madison Street, Maywood IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-15T08:35:00Z	Traffic Crash	3750 W. 147th Street, Midlothian IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-16T07:04:00Z	Demonstration	220 Catalpa Avenue, Itasca IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-20T12:47:00Z	Traffic Crash	85 National Street, Elgin IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-09-22T15:10:00Z	Traffic Crash	501 W. Main Street, West Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-09-29T09:15:00Z	Demonstration	1000 W. Green Street, Bensenville IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-08T06:38:00Z	Routed/Special Event	132 E. Van Buren, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-10T16:45:00Z	Crime Scene/Traffic Crash	349 N. Ardmore Avenue, Villa Park IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-10-12T11:33:00Z	Traffic Crash	85 National Street, Elgin IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-15T13:40:00Z	Traffic Crash/Public Health Emergency	12838 S. Hoyne Avenue, Blue Island	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-10-16T11:58:00Z	Traffic Crash	1633 Lakeside Avenue, North Chicago	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-17T14:34:00Z	Traffic Crash	2741 W. Grand Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-20T14:55:00Z	Traffic Crash	5500 N. Austin Blvd, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-10-21T04:15:00Z	Traffic Crash	339 N. St. Louis Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-26T00:32:00Z	Graffiti Detail	325 E. 18th Street, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-26T13:55:00Z	Traffic Crash	5500 N. Austin Blvd., Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-26T22:40:00Z	Graffiti Detail	E. 14th Street & S. Indiana Avenue, C	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-27T07:07:00Z	Traffic Crash	S. Killbourn Avenue & SW Hwy, Oak	No	No
Metra Police Department	Chicago	Yes	5	101	2023-10-27T21:24:00Z	Traffic Crash	Sheridan Road & Broadway Avenue,	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-02T14:05:00Z	Infrastructure Inspection	1055 E. 79th Street, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-02T15:48:00Z	Infrastructure Inspection	W. 79th Street & S. Lowe Avenue, Ch	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-03T09:55:00Z	Traffic Crash	339 N. St. Louis Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-07T23:39:00Z	Traffic Crash	8700 S. Pulaski Road, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-08T23:08:00Z	Special Event/Monitor in Real time	401 N. Armour Street, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-10T01:51:00Z	Graffiti Detail	325 E. 18th Street, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-10T22:00:00Z	Graffiti Detail	1800 S. Indiana, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-11T22:19:00Z	Crime Scene	Kimball Street & N State Street, Elgin	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-12T23:24:00Z	Traffic Crash	100 W. 137th Street, Riverdale IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-13T15:59:00Z	Traffic Crash	W. Kinzie & N. Kilbourn, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-17T22:04:00Z	Graffiti Detail	1401 S. Indiana Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-18T22:34:00Z	Graffiti Detail	E. 14th Street & S. Indiana Avenue, C	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-20T15:25:00Z	Metra Media request/Holiday Train	420 N. Artesian Avenue, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-20T17:49:00Z	Metra Media request/Holiday Train	151 E Van Buren Street, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-21T10:47:00Z	Traffic Crash	101 Main Street, Lemont IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-21T17:14:00Z	Metra Media request/Holiday Train	420 N. Artesian Avenue, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-21T20:58:00Z	Metra Media request/Holiday Train	135 E. 11th Place, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-22T22:00:00Z	Traffic Crash	W. Grand Avenue & Harlem Avenue,	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-25T01:17:00Z	Metra Media Request/Holiday Train	E. 14th Street & S. Indiana Avenue, C	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-25T16:19:00Z	Traffic Crash	860 Deerfield Road, Deerfield IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-11-25T21:57:00Z	Metra Media request/Holiday Train	E. 14th Street & S. Indiana Avenue, C	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-11-30T10:57:00Z	Traffic Crash	6730 N. Olmstead Avenue, Chicago	No	No
Metra Police Department	Chicago	Yes	5	101	2023-12-02T12:47:00Z	Traffic Crash	6801 W. Shakespeare, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2023-12-02T16:16:00Z	Traffic Crash	8421 Arnold Avenue, River Grove IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-12-08T15:05:00Z	Metra Media request/Holiday Train	135 E. 11th Place, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-12-10T22:25:00Z	Metra Media request/Holiday Train	151 E. Van Buren Street, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-12-11T06:11:00Z	Metra Media request/Holiday Train	151 E. Van Buren Street, Chicago IL	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Metra Police Department	Chicago	Yes	5	101	2023-12-12T07:00:00Z	Metra Media request/Holiday Train	151 E. Van Buren Street, Chicago IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2023-12-13T09:33:00Z	Traffic Crash	Caldwell Avenue & Devon Avenue, C	No	No
Metra Police Department	Chicago	Yes	5	101	2023-12-18T05:02:00Z	Traffic Crash	S. Pulaski Road & W. 87th Street, Ch	No	No
Metra Police Department	Chicago	Yes	5	101	2023-12-20T09:21:00Z	Traffic Crash	E. 87th Street & S. Exchange Avenue	No	No
Metra Police Department	Chicago	Yes	5	101	2023-12-26T23:07:00Z	Trespassing/Prevent harm, escape	Francis Road & Front Street, Mokena	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-04T09:07:00Z	Traffic Crash	Echols Drive & W. Belvidere Road, G	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-04T22:34:00Z	Traffic Crash	E. Prospect Avenue & S. Albert Stree	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-10T04:25:00Z	Traffic Crash	13 E. Northwest Hwy, Mount Prospe	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-14T18:31:00Z	Traffic Crash	128 W. 1st Street, Elmhurst IL	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-16T13:09:00Z	Traffic Crash	W. 111th Street & S. Marshfield Ave	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-20T01:17:00Z	Traffic Crash	62 Sayton Road, Fox Lake IL	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-21T15:50:00Z	Infrastructure Inspection	15400 S. Park Avenue, Harvey IL	Yes	No
Metra Police Department	Chicago	Yes	5	101	2024-01-24T19:59:00Z	Traffic Crash	W. 99th Street & S. Vincennes Avenu	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-27T23:21:00Z	Traffic Crash	E. Main Street & S. Hough Street, Bar	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-28T22:46:00Z	Traffic Crash	E. Main Street & S. Hough Street, Bar	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-29T10:04:00Z	Traffic Crash	Maple Hill Road & Old Green Bay Ro	No	No
Metra Police Department	Chicago	Yes	5	101	2024-01-29T23:00:00Z	Traffic Crash	E. 71st Street & S. Chappel Avenue, (No	No
Metra Police Department	Chicago	Yes	5	101	2024-02-20T23:50:00Z	Traffic Crash	1401 S. Shermer Avenue, Northbroo	No	No
Metra Police Department	Chicago	Yes	5	101	2024-02-22T09:00:00Z	Demonstration	9000 College Pkwy, Palos Hills IL	No	No
Metra Police Department	Chicago	Yes	5	101	2024-02-23T09:00:00Z	Demonstration	1000 W. Green Street, Bensenville IL	No	No
Metra Police Department	Chicago	Yes	5	101	2024-02-24T11:49:00Z	Traffic Crash	W. Terra Cotta Avenue & Elmhurst R	No	No
Metra Police Department	Chicago	Yes	5	101	2024-03-07T21:59:00Z	Traffic Crash	2000 E. 71st Street, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	101	2024-03-10T04:49:00Z	Traffic Crash	1312 W. Northwest Hwy, Arlington H	No	No
Metra Police Department	Chicago	Yes	5	101	2024-03-16T09:00:00Z	Routed/Special Event	700 S. Balbo Avenue, Chicago IL	No	No
Metra Police Department	Chicago	Yes	5	1	2024-03-30T23:55:00Z	Graffiti detail	325 E. 18th Street, Chicago IL 60616	No	No
Midlothian Police Department	Midlothian	No	0	0					
Milan Police Department	Milan	No	0	0					
Milledgeville Police Department	Milledgeville IL	No	0	0					
minooka	minooka	Yes	2	75	2023-06-19T15:19:17Z		26655 W Eames St, Channahon, IL 60410, USA		
minooka	minooka	Yes	2	75	2023-06-19T15:40:34Z		26655 W Eames St, Channahon, IL 60410, USA		
minooka	minooka	Yes	2	75	2023-06-22T10:39:12Z		106 Ridge Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-06-22T10:56:27Z		106 Ridge Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-06-30T17:56:40Z		104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-10T18:00:22Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-10T18:07:16Z		104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-14T06:48:09Z		104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-14T07:02:32Z	Training	104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-14T07:17:28Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-16T14:35:09Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-20T09:22:56Z		250 Rivers Edge Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-20T10:06:25Z		2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-20T10:28:39Z		1405 Sunflower Ct, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-20T12:28:17Z		8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-20T12:28:38Z		8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-26T14:51:56Z	Training	250 Rivers Edge Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-26T15:37:39Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-30T10:42:39Z		25900 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-07-30T17:43:48Z		601 Mid Point Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T17:16:44Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T17:23:41Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T17:33:12Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T18:04:36Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T18:15:26Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T18:55:00Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T19:15:07Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T19:21:23Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T20:10:32Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-01T20:12:41Z	Training	8875 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-02T16:01:00Z		7901 E Minooka Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-02T17:56:35Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-02T18:06:26Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-15T09:58:35Z	Training	7250 E Highpoint Rd, Yorkville, IL 60560, USA		
minooka	minooka	Yes	2	75	2023-08-28T15:21:49Z	Training-battery basic service	121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-08-29T08:19:34Z	Assist Troy FD in locating possible ejected subject from vehicle crash.	GP4W+FF Shorewood, IL, USA		

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
minooka	minooka	Yes	2	75	2023-08-29T08:40:03Z	Assist Troy FD in locating possible ejected subject from vehicle crash.	GP4W+FF Shorewood, IL, USA		
minooka	minooka	Yes	2	75	2023-09-12T10:25:03Z	Training flight. Video taken and deleted.	104 N Menominee Dr UNIT A, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-09-12T11:41:02Z	Training flight. No photos or videos taken.	104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-09-12T11:47:39Z	Training flight. No photos or videos taken.	121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-09-24T12:53:09Z	Training flight. No photos or videos taken.	2760 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-10-05T18:27:55Z	Training flight. Photos taken but deleted.	8Q2X+3J Wilmington, IL, USA		
minooka	minooka	Yes	2	75	2023-10-12T17:42:38Z	Training flight. No photos/videos taken.	121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-10-12T18:02:34Z	Training flight. No photos/videos taken.	121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-10-16T08:50:15Z	No flight, checked for update.			
minooka	minooka	Yes	2	75	2023-10-17T17:50:49Z	Training flight. No photos/videos taken.	104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-10-17T18:03:36Z	Training flight. No photos/videos taken.	104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-10-23T09:58:49Z	Assisted public works with photographs of water tower. Photos transferred to public work	608 Twin Rail Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2023-12-15T09:15:42Z	Indoor test flight w/ prop guards. No photos taken.			
minooka	minooka	Yes	2	75	2023-12-15T09:19:56Z	Indoor test flight w/ prop guards. No photos taken.			
minooka	minooka	Yes	2	75	2023-12-15T15:02:54Z	Assisted Village building inspector with getting photographs of partially built home. Photos were transferred to building inspector.			
minooka	minooka	Yes	2	75	2023-12-15T15:04:11Z	Assisted Village building inspector with getting photographs of partially built home. Photos were transferred to building inspector.			
minooka	minooka	Yes	2	75	2023-12-15T15:05:42Z	Assisted Village building inspector with getting photographs of partially built home. Photos were transferred to building inspector.			
minooka	minooka	Yes	2	75	2023-12-18T14:54:01Z	Indoor flight, battery maintenance			
minooka	minooka	Yes	2	75	2024-01-05T10:02:40Z	Indoor flight test. Photos deleted			
minooka	minooka	Yes	2	75	2024-01-05T10:06:09Z	Indoor flight. Photos deleted			
minooka	minooka	Yes	2	75	2024-01-05T14:36:16Z	Training flight. Pictures/videos deleted	301 S Wabena Ave Door #28, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-01-22T15:06:35Z				
minooka	minooka	Yes	2	75	2024-02-01T15:51:44Z	Training flight. Pictures/videos deleted	353 Aster Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-05T13:51:09Z	Training flight. Pictures/videos deleted	2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-05T14:02:51Z	Training flight. Pictures/videos deleted	2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-05T14:14:42Z	Training flight. Pictures/videos deleted	2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-24T17:36:40Z		211 Shabbona Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-26T11:35:31Z		2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-02-26T12:00:42Z	Training flight, no photos or videos taken.	2579 Holt Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-01T08:31:31Z	Training flight. No pictures or videos taken.	301 S Wabena Ave, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-01T12:47:57Z	ISP assist to locate individuals throwing rocks off bridge and onto interstate.	407 W St Mary's St, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-06T08:46:39Z	Training flight, no photos or videos taken.	121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T17:22:04Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T17:29:22Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T17:35:41Z	Training flight. No pictures or videos taken	104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T17:40:41Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T18:31:29Z		104 N Menominee Dr, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T18:45:40Z		121 McEvilly Rd, Minooka, IL 60447, USA		
minooka	minooka	Yes	2	75	2024-03-20T18:48:01Z		121 McEvilly Rd, Minooka, IL 60447, USA		
Mokena Police Department	Mokena	Yes	3	59	2023-01-05T13:29:00Z	Training	10300 W 191st St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-01-10T12:35:00Z	Training	19819 S Schoolhouse Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-01-21T03:35:00Z	Traffic Crash Documentation	19000 Blk Old Lagrange Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-01-21T08:10:00Z	Traffic Crash Documentation	19000 Blk Old Lagrange Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-02-21T00:33:00Z	Assist Illinois State Police/ PSMV Armed Suspects On Foot	I 55 @ Weber Rd, Romeoville	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-02-28T20:01:00Z	Missing Person	21409 Foxtail, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-03T00:40:00Z	Motorist Assist	18600 Old Lagrange Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-14T17:29:00Z	Training	10925 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-14T20:39:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-15T09:40:00Z	Training	10300 W 191st St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-27T16:06:00Z	Assist Frankfort Police/ PSMV Suspect On Foot	Waterview Trail @ Laporte Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-27T21:27:00Z	Assist Frankfort Police/ PSMV Suspect On Foot	9750 W 191st St, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-03-29T18:22:00Z	Training	10925 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-04-19T03:09:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-05-22T04:28:00Z	Training	10925 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-05-24T09:44:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-05-24T12:33:00Z	Training	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-05T10:07:00Z	Training	10300 W 191st St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-07T10:53:00Z	Training	19100 S Lagrange Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-09T08:05:00Z	Training	Wolf Rd @ Laport Rd	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-09T08:47:00Z	Training	Front St @ Metra Tracks	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-18T07:41:00Z	Assist Will County SPD/ Suicidal Subj	Regan Rd @ Parker Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-19T17:29:00Z	Assist New Lenox PD/ Suicidal Subj	1004 Pawlak Pkwy, New Lenox	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-28T10:30:00Z	Training Demo/ TRIAD Meeting Frankfort Village Hall	432 W Nebraska, Frankfort	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-06-30T19:48:00Z	Assist Will County SPD/ Missing Elderly Subj	130 Beverly Blvd, New Lenox	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Mokena Police Department	Mokena	Yes	3	59	2023-06-30T20:45:00Z	Training	10925 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-07-04T09:37:00Z	Routed Event	Front St @ Wolf Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-07-27T17:45:00Z	Training	21431 Coneflower Dr, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-01T17:51:00Z	Demo/ National Night Out	10824 Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-02T12:16:00Z	Training/ 6 New Batteries Programmed Checked	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-04T10:33:00Z	Training	Willow @ Walnut, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-06T16:31:00Z	Assist New lenox PD/ Missing Juvenile	611 Gibbons, New Lenox	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-07T04:12:00Z	Assist Will County SPD/ Two Armed Subjs On Foot	8022 Offner Rd, Peotone	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-07T13:00:00Z	Assist Illinois State Police/ Crash Scene Poss Victim	E/B I80 @ Rock Island- Metra Tracks	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-08-23T09:33:00Z	Fatal Traffic Crash Documentation	21400 Blk Owens Rd, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-03T10:40:00Z	Assist Frankfort Police/ Photos of Parking for Frankfort Fall Fest Parking for Futur Even Pl	Nebraska @ Lagrange Rd, Frankfort	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-13T03:22:00Z	Assist Manhattan Police/ Single Vehicle Crash Driver Fled On Foot	275 W North St, Manhattan	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-14T17:46:00Z	Assist Manhattan Police/ Missing Person	310 W North St, Manhattan	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-28T20:36:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-28T20:37:00Z	Training	11305 W Lincoln Hwy, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-09-30T16:07:00Z	Training	9310 Birch, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-10-17T10:00:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-10-17T11:00:00Z	Training	21431 Coneflower Dr, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-10-20T02:38:00Z	Training	9430 Hickory Creek Dr., Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-10-20T20:16:00Z	Assist New Lenox Police/ Suicidal Subj	1501 Hermitage, New Lenox	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-10-22T17:20:00Z	Training	9000 W 187th St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-11-15T01:37:00Z	PSMV Suspect Fled On Foot	10000 Blk 191st St, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-11-18T15:27:00Z	Routed Event	11040 McGovney St, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-04T13:00:00Z	Training	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-05T09:33:00Z	Training/ Test Flight	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-07T15:15:00Z	Training	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-07T21:06:00Z	Training	10847 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-14T10:53:00Z	Training	10925 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-15T15:35:00Z	Training	10907 Front St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-15T16:13:00Z	Training	10824 W Laporte Rd, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-16T23:05:00Z	Assist Metra Police/ Subj Sitting On Metra Tracks	191st St @ Metra Tracks, Mokena	Yes	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-20T15:56:00Z	Training	10300 W 191st St, Mokena	No	No
Mokena Police Department	Mokena	Yes	3	59	2023-12-21T08:19:00Z	Fleeing Eluding/ Retail Theft Subjs On Foot	St.Francis @ Pfieffer, Frankfort	Yes	No
Mokena Police Department	Mokena	Yes	3	59		Training/ Internal GPS Calibration	10907 Front St, Mokena	No	No
Moline Police Department	Moline	Yes	2	27	2023-06-08T21:30:00Z	Assist fire department with large fire.	2607 4th Avenue	Yes	Yes
Moline Police Department	Moline	Yes	2	27	2023-06-16T13:30:00Z	Suicidal suspect.	5000 Veterans Memorial Parkway, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-07-08T06:00:00Z	Attempt to locate fleeing suspect.	3810 44th Street, Rock Island	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-03T11:00:00Z	Locate fleeing suspect.	2323 Morton Drive, East Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-12T14:48:00Z	Assist Fire Department.	1025 30th Street, Rock Island.	Yes	Yes
Moline Police Department	Moline	Yes	2	27	2023-08-16T04:51:00Z	Attempt to locate fleeing suspects.	904 51st Street, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-18T22:30:00Z	Attempt to locate suspects.	1631 13th Avenue, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-08-25T18:00:00Z	Outdoor festival.	1201 River Drive, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-26T18:00:00Z	Special event, large outdoor festival.	1201 River Drive, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-27T02:30:00Z	Attempt to locate suspect.	1200 blk 15th Street, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-08-30T01:54:00Z	Attempt to locate suspect.	3000 blk 26th Street, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-08-30T04:55:00Z	Attempt to locate suspect.	1500 blk 7th Avenue, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-09-02T21:56:00Z	Attempt to locate suspect.	4801 River Drive, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-09-04T02:45:00Z	Attempt to locate suspect.	2400 blk 18th Avenue, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-09-10T04:03:00Z	Assist Fire Department.	1527 19th Avenue, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-09-20T22:00:00Z	Assist fire department.	733 13th Street, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-09-25T21:30:00Z	Traffic crash reconstruction.	200 blk 4th Avenue, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-10-04T20:54:00Z	Traffic crash reconstruction.	800 blk Avenue of the Cities, East Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-10-05T00:09:00Z	Suicidal subject.	1825 29th Street, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-10-12T23:58:00Z	Locating fleeing suspect.	1800 blk 12th Street, Silvis IL	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-10-19T08:35:00Z	Traffic crash reconstruction.	1312 John Deere Road, Silvis	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-10-28T14:00:00Z	Parade.	1200-1900 blk River Drive, Moline	Yes	Yes
Moline Police Department	Moline	Yes	2	27	2023-11-04T01:40:00Z	Attempt to locate suspects.	I-74 Bridge	No	No
Moline Police Department	Moline	Yes	2	27	2023-11-04T04:34:00Z	Attempt to locate suspects.	3700 blk 75th Street, Moline	No	No
Moline Police Department	Moline	Yes	2	27	2023-11-23T04:40:00Z	Traffic Crash reconstruction	3700 blk Avenue of the Cities, Moline	Yes	No
Moline Police Department	Moline	Yes	2	27	2023-12-14T19:30:00Z	Traffic reconstruction.	2000 blk Route 67, Milan	Yes	No
Monmouth Police Department	Monmouth	No	0	0					
Montgomery County Sheriffs Office	Hillsboro	No	0	0					
Montgomery Police Department	Montgomery	Yes	2	5	2023-04-01T17:00:00Z	Attempt to locate missing juvenile.	2821 St. Annes Drive, Montgomery, IL	No	No
Montgomery Police Department	Montgomery	Yes	2	5	2023-05-16T15:24:00Z	Scene photography for fatal motorcycle accident.	Orchard Road and Countryside Avenue	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Montgomery Police Department	Montgomery	Yes	2	5	2023-08-04T01:25:00Z	Bomb threat.	910 West Jones Street, Plano, IL	No	No
Montgomery Police Department	Montgomery	Yes	2	5	2023-08-18T17:00:00Z	MontgomeryFest event monitoring.	River Street & Mill Street area, Montg	No	No
Montgomery Police Department	Montgomery	Yes	2	5	2023-08-19T17:00:00Z	MontgomeryFest event monitoring.	River Street & Mill Street area, Montg	No	No
Montgomery Police Department	Montgomery	Yes	2	5	2023-12-16T00:30:00Z	Suicidal Threats and response to resistance.	39W365 Jericho Road, Montgomery,	Yes	No
Morris Police Department	Morris	Yes	2						
Morton Grove Police Department	Morton Grove	Yes	3	2	2023-09-17T03:35:00Z	Fleeing Eluding/PCS	9100 Block of Mason	No	No
Morton Grove Police Department	Morton Grove	Yes	3	2	2023-09-20T22:47:00Z	Fleeing to Elude/ UUW	7077 Dempster	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2023-07-04T11:00:00Z	Monitoring of event security for village 4th of July parade	Prospect Ave and Central Rd Mount	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2023-07-21T16:00:00Z	Monitor event security for village Downtown Block Party special event	Emerson St and Busse Ave, Mount P	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2023-07-22T16:00:00Z	Monitor event security for village Downtown Block Party special event	Emerson St and Busse Ave, Mount P	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2023-08-10T11:23:00Z	Searching for a missing person	Busse Woods, Cook County IL	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2023-11-19T17:05:00Z	To monitor scene of a shots fired, barricaded subject call	1100 Block Lavergne Dr Mount Pros	No	No
Mount Prospect Police Department	Mount Prospect	Yes	2	5	2024-02-23T18:16:00Z	To observe the apartment of a suicidal subject who was not responding to police calls. Th	1730 W Palm Dr #58 Mount Prospec	No	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2023-09-28T14:30:00Z	Accident photography	S 34th St / Harlan, Mt. Vernon, IL 62	Yes	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2023-10-17T14:00:00Z	Training	600 S 27th St, Mt. Vernon, IL 62864	No	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2023-10-22T10:00:00Z	Training	State field area at I 57 95mm, Mt. Ve	No	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2023-11-27T13:00:00Z	Training	600 S 27th St, Mt. Vernon, IL 62864	No	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2023-11-30T10:36:00Z	Training	600 S 27th St, Mt. Vernon, IL 62864	No	No
Mount Vernon Police Department	Mount Vernon	Yes	2	6	2024-03-22T15:30:00Z	Forestall the imminent escape of a suspect.	5498 N Brown Ln, Waltonville, IL 62	No	No
Mt. Carmel Police Department	Mt. Carmel	Yes	1	0					
Mundelein Police Department	Mundelein	No	0	0					
Naperville Park District Police Department	Naperville	No	0	0					
Naperville PD	naperville	Yes	2	42	2023-03-04T14:36:00Z	Forestall the imminent escape of subject	676 Amersale Dr.	Yes	No
Naperville PD	naperville	Yes	2	42	2023-06-30T06:46:00Z	Missing/suicidal subject	801 S. Washington	No	No
Naperville PD	naperville	Yes	2	42	2023-06-30T15:00:00Z	Special Event	441 Aurora Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-07-01T15:20:00Z	Special Event	441 Aurora Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-07-02T16:41:00Z	Special Event	441 Aurora Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-07-02T17:22:00Z	Forestall the imminent escape of subject	Washington/87th	No	No
Naperville PD	naperville	Yes	2	42	2023-07-03T15:08:00Z	Special Event	441 Aurora Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-07-04T00:46:00Z	Forestall the imminent escape of subject	899 N. Mill St	No	No
Naperville PD	naperville	Yes	2	42	2023-07-04T19:06:00Z	Special Event	3380 Cedar Glade Dr.	No	No
Naperville PD	naperville	Yes	2	42	2023-07-05T22:18:00Z	Forestall the imminent escape of subject	442 Whispering Hills Ct	No	No
Naperville PD	naperville	Yes	2	42	2023-07-11T20:51:00Z	Forestall the imminent escape of subject	190 E. 5th Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-07-26T13:26:00Z	Forestall the imminent escape of subject	483 Treasure Dr. Oswego	No	No
Naperville PD	naperville	Yes	2	42	2023-08-06T06:54:00Z	Special Event	613 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-08-13T11:29:00Z	Special Event	483 N. Mill St.	No	No
Naperville PD	naperville	Yes	2	42	2023-08-16T10:27:00Z	Forestall the imminent escape of subject	1046 N. Mill St.	No	No
Naperville PD	naperville	Yes	2	42	2023-08-29T10:40:00Z	Forestall the imminent escape of subject	3440 Odyssey Ct.	Yes	No
Naperville PD	naperville	Yes	2	42	2023-09-01T18:57:00Z	Special Event	309 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-09-02T18:53:00Z	Special Event	309 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-09-03T13:48:00Z	Special Event	309 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-09-04T13:56:00Z	Special Event	309 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-10-11T22:05:00Z	Forestall the imminent escape of subject			
Naperville PD	naperville	Yes	2	42	2023-10-13T06:15:00Z	Forestall the imminent escape of subject	1067 W. 5th Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-10-13T07:10:00Z	Forestall the imminent escape of subject	1215 Modaff Rd	No	No
Naperville PD	naperville	Yes	2	42	2023-10-16T00:44:00Z	Missing/suicidal subject	2603 Sheehan Ct.	Yes	No
Naperville PD	naperville	Yes	2	42	2023-10-22T06:06:00Z	Special Event	305 W. Jackson	No	No
Naperville PD	naperville	Yes	2	42	2023-10-24T21:17:00Z	Missing/suicidal subject	1200 W. Ogden	No	No
Naperville PD	naperville	Yes	2	42	2023-11-02T00:43:00Z	Missing/suicidal subject	3252 Wolf's Crossing Rd	No	No
Naperville PD	naperville	Yes	2	42	2023-11-02T13:31:00Z	Missing/suicidal subject	303 E. Gartner Rd	No	No
Naperville PD	naperville	Yes	2	42	2023-11-13T01:08:00Z	Forestall the imminent escape of subject	1320 E. Chicago Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-11-22T21:03:00Z	Assist K9 track	1931 S. Washington St.	No	No
Naperville PD	naperville	Yes	2	42	2023-11-23T07:29:00Z	Special Event	305 W. Jackson Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-11-24T18:23:00Z	Special Event	305 W. Jackson Ave	No	No
Naperville PD	naperville	Yes	2	42	2023-11-26T20:10:00Z	Forestall the imminent escape of subject	95 Court Pl	Yes	No
Naperville PD	naperville	Yes	2	42	2023-12-16T20:13:00Z	Forestall the imminent escape of subject	2406 RiverWoods Dr.	No	No
Naperville PD	naperville	Yes	2	42	2023-12-18T15:21:00Z	Missing/suicidal subject	336 Knoch Knolls Rd	Yes	No
Naperville PD	naperville	Yes	2	42	2023-12-28T17:11:00Z	Forestall the imminent escape of subject	2611 St. Albans Cir	No	No
Naperville PD	naperville	Yes	2	42	2024-01-06T10:08:00Z	Forestall the imminent escape of subject	1608 Country Lakes Dr	Yes	No
Naperville PD	naperville	Yes	2	42	2024-01-31T14:07:00Z	Missing/suicidal subject	1212 S. Washington St.	No	No
Naperville PD	naperville	Yes	2	42	2024-03-03T02:06:00Z	Forestall the imminent escape of subject	506 S. Route 59	No	No
Naperville PD	naperville	Yes	2	42	2024-03-13T13:38:00Z	Traffic crash photography/video	1012 95th St	Yes	No
Naperville PD	naperville	Yes	2	42	2024-03-16T13:30:00Z	Forestall the imminent escape of subject	400 S. Eagle St.	Yes	No
Naperville PD	naperville	Yes	2	42	2024-03-30T15:29:00Z	Missing/suicidal subject	4612 Sunningdale Dr.	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
NAVAL STATION GREAT LAKES SECURITY	GREAT LAKES	No	0	0					
Newman Police Department	Newman	No	0	0					
Newton Police Department	Newton	No	0	0					
Niles Police Department	Niles	Yes	2	8	2023-07-04T06:00:00Z	Parade surveillance for public safety	Village of niles parade route	No	No
Niles Police Department	Niles	Yes	2	8	2023-08-19T06:00:00Z	Surveillance for public safety	Village of Niles polish fest grounds	No	No
Niles Police Department	Niles	Yes	2	8	2023-09-01T10:00:00Z	Surveillance for public safety	Village of Niles Italian fest grounds	No	No
Niles Police Department	Niles	Yes	2	8	2023-09-02T10:00:00Z	Surveillance for public safety	Village of Niles Italian fest grounds	No	No
Niles Police Department	Niles	Yes	2	8	2023-09-03T08:00:00Z	Surveillance for public safety	Village of Niles Italian fest grounds	No	No
Niles Police Department	Niles	Yes	2	8	2023-09-18T06:00:00Z	Surveillance for public safety	Village of Niles polish fest	No	No
Niles Police Department	Niles	Yes	2	8	2023-11-25T04:00:00Z	Surveillance for public safety	Village of Niles Holly Jolly Fest ground	No	No
Niles Police Department	Niles	Yes	2	8	2024-08-20T06:00:00Z	Surveillance for public safety	Village of Niles polish fest grounds	No	No
NIU Department of Police and Public Safety	DeKalb	No	0	0					
Normal Police Dept.	Normal	Yes	1	7	2023-08-09T11:35:00Z	armed /barricaded subject	206 N Parkside Rd, Normal, IL 61761	No	No
Normal Police Dept.	Normal	Yes	1	7	2023-09-26T11:16:00Z	Equipment firmware and hardware updates. Pre-flight check for crash survey	Maxwell Park Dog Park, 1850 Gregor	No	No
Normal Police Dept.	Normal	Yes	1	7	2023-09-26T12:18:00Z	Fatal Crash photos and mapping for reconstruction	Rosa Parks Commons, 105 E Raab R	No	No
Normal Police Dept.	Normal	Yes	1	7	2023-10-14T08:12:00Z	special event - 5k race prior to parade (Unit tethered on rooftop)	11 Uptown Circle, Normal, IL 61761	No	No
Normal Police Dept.	Normal	Yes	1	7	2023-10-14T09:59:00Z	Special Event - ISU Homecoming Parade (Unit tethered on rooftop)	11 Uptown Circle, Normal, IL 61761	No	No
Normal Police Dept.	Normal	Yes	1	7	2023-10-30T09:51:00Z	Animal attack on a child...used to locate animal in field	School & Mcknight, Normal, IL 6176	Yes	Yes
Normal Police Dept.	Normal	Yes	1	7	2023-12-26T11:18:00Z	Missing endangered person	1900 W College Ave, Normal, IL 617	No	No
Norridge Police Department	Norridge	No	0	0					
Norridge Police Department	Norridge, IL 60706	No	0	0					
North Aurora Police Department	North Aurora	Yes	4	12	2023-08-04T20:00:00Z	Exemption (10) of 725 ILCS 167/5: North Aurora Days Community Festival, real time mor	25 E. State Street North Aurora, IL	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2023-08-05T20:00:00Z	Exemption (10) of 725 ILCS 167/5: North Aurora Days Community Festival, real time mor	25 E. State Street North Aurora, IL	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2023-09-02T13:00:00Z	Exemption (8) of 725 ILCS 167/5: North Aurora Police Department Picnic/Open House.	200 S. Lincolnway North Aurora, IL	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2023-10-01T13:00:00Z	Exemption (8) of 725 ILCS 167/5: North Aurora Police Department Trunk or Treat Event.	200 S. Lincolnway North Aurora, IL	Yes	Yes
North Aurora Police Department	North Aurora	Yes	4	12	2023-11-15T12:00:00Z	Exemption (4) of 725 ILCS 167/5: Search and Rescue operation of a missing person.	336 Park Aurora, Illinois	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2023-12-01T19:00:00Z	Exemption (10) of 725 ILCS 167/5: Geneva IL Tree Lighting and Christmas Event (Reques	3rd Street Between IL Route 38 to th	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2024-01-02T13:47:00Z	Exemption (4) of 725 ILCS 167/5: Search and Rescue operation of a missing person from	311 S. Lincolnway North Aurora, IL	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2024-01-31T20:00:00Z	Exemption (4) of 725 ILCS 167/5: Search and Rescue operation of a person involved in a	Illinois Route 25 between Churchill I	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2024-02-06T13:00:00Z	Exemption (7) of 725 ILCS 167/5: Infrastructure inspection of a government owned build	IL route 56 (State Street) and Monro	Yes	Yes
North Aurora Police Department	North Aurora	Yes	4	12	2024-02-14T13:00:00Z	Exemption (8) of 725 ILCS 167/5: In house training of Drone Pilots to maintain and gain p	200 S. Lincolnway North Aurora, IL	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2024-03-13T20:00:00Z	Exemption (8) of 725 ILCS 167/5: In house training of Drone Pilots to maintain and gain p	Lippold Park, 2001 S River St Batavia	No	No
North Aurora Police Department	North Aurora	Yes	4	12	2024-03-17T17:58:00Z	Exemption (9) of 725 ILCS 167/5: Officers dispatched to location for a disturbance. Dror	201 Smoke Tree Plaza North Aurora,	No	No
North Riverside Police Department	North Riverside	Yes	0	0					
Northbrook Police Department	Northbrook	Yes	3	16	2023-06-27T17:46:00Z	ODA to ISP for a 10-50	Edens Expressway near Waukegan F	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-07-04T15:24:00Z	Security at a 4th of July parade	1225 Cedar Lane	Yes	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-07-26T11:00:00Z	Security purposes at a special event	Shermer @ Meadow	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-07-27T12:55:00Z	suspicious subject on a rooftop	1340 Shermer Road	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-07-30T22:30:00Z	ODA to Glenview PD to search for suspects involved in a residential burglary.	2901 W. Lake Avenue Glenview, IL.	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-08-02T19:14:00Z	Security at a special event	1401 Shermer Road Northbrook, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-08-03T18:49:00Z	security at a special event	1401 Shermer Road Northbrook, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-08-04T18:33:00Z	security at a special event	1401 Shermer Road Northbrook, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-08-05T13:05:00Z	security at a special event	1401 Shermer Road Northbrook, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-08-08T03:03:00Z	to search for a driver that left the scene of a 10-50	Huehl Road @ Woodhead Road Nort	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-09-14T23:28:00Z	ODA to Glenview PD for suspects trespassing at a vacant building	2211 Sanders Road Glenview, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-10-02T22:23:00Z	ODA to Glenview PD to search for a missing suicidal subject	4514 West Lake Ave Glenview, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-10-27T03:07:00Z	ODA to Lake Forest PD to search for a driver of a 10-50 who left the scene.	Ridge Road @ Melody Road Lake Fo	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-11-09T21:58:00Z	ODA to Glenview to search for suspects related to a burglary to motor vehicle.	1034 Ironwood Court Glenview, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2023-12-02T12:38:00Z	To search for a woman screaming for help.	1706 Happ Road Northbrook, IL	No	No
Northbrook Police Department	Northbrook	Yes	3	16	2024-03-11T00:40:00Z	ODA to Glenview PD to search for suspects who fired gunshots into an apartment building	1684 Greenwood Glenview, IL	No	No
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-07-16T02:51:00Z	Crash investigation	Dempster St & Gross Point Rd in Sko	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-08-13T23:48:00Z	Crash investigation	5405 Touhy in Skokie	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-08-16T00:06:00Z	Crash investigation	1400 Block of Central St in Evanston	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-08-23T07:25:00Z	Crash investigation	435 Sheridan Road in Glencoe	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-09-01T17:08:00Z	Crash investigation	Beckwith Road & Waukegan Road in	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-09-08T00:39:00Z	Crash investigation	3535 Dempster Street in Skokie	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-09-09T23:58:00Z	Crash investigation	Lincoln Ave and Hamlin Ave in Linco	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-09-25T05:17:00Z	Crash investigation	8217 Ballard Road in Niles	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-09-29T16:22:00Z	Crash investigation	6424 Beckwith Road in Morton Grov	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-10-17T15:59:00Z	Crash investigation	Central & Lincolnwood Drive in Evan	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-10-22T17:20:00Z	Crash investigation	Lake Cook Road & Lee Road in North	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-11-05T15:31:00Z	Crash investigation	Touhy & Crawford Ave in Lincolnwo	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2023-12-23T06:13:00Z	Crash investigation	East Lake & Evergreen Ct in Glenvie	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2024-02-06T21:03:00Z	Crash investigation	233 Asbury Ave in Evanston	Y	N

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Northfield PD / Major Crash Assistance Team		Yes	3	18	2024-02-11T17:47:00Z	Crash investigation	Devon & Crawford in Lincolnwood	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2024-02-26T22:59:00Z	Crash investigation	Dempster St & Austin in Morton Grov	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2024-03-05T21:04:00Z	Crash investigation	4545 W Touhy in Lincolnwood	Y	N
Northfield PD / Major Crash Assistance Team		Yes	3	18	2024-03-23T22:59:00Z	Crash investigation	8300 W Oakton in Niles	Y	N
Northlake Police Department	Northlake	Yes	2	3					
Northwestern University Police Department	Chicago/Evanston	No	0	0					
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-01-18T11:00:00Z	Assist Villa Park PD with search for suspect	837 Rt. 83	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-04-26T19:28:00Z	Assist patrol with missing person search	3609 Spring Rd., Fullersburg Woods	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-06-06T17:39:00Z	Missing person assistance	509 Sauk Path, Oak Brook, IL	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-06-24T12:01:00Z	Asist Elmhurst PD with fleeing suspect search	10W050 Duncan, Elmhurst, IL	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-06-26T01:16:00Z	Stolen Auto, fleeing suspect search	2606 York Rd., Oak Brook, IL	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-07-29T02:30:00Z	Assist fire operations with apartment complex fire	18W070 Royce Blvd., Oakbrook Terr	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-08-29T08:00:00Z	Assist Villa Park PD with foot pursuit of fleeing suspect	2107 Swift Rd., Villa Park, IL	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-08-30T13:00:00Z	Assist Oak Brook village street department with video documentation of bridge condition	York Rd. @ I88	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-08-30T17:30:00Z	Assist Lombard and Villa Park with suspect search	St. Charles Rd. @ Western Ave	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-08-30T17:30:00Z	Assist Lombard and Villa Park with suspect search	St. Charles Rd. @ Western ave.	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-09-11T09:00:00Z	multi agency training class	DuPage County Forest Preserve	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-09-12T09:00:00Z	multi agency training class	DuPage County Forest Preserve	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-09-14T15:00:00Z	Assist with search for Armed Robbery suspect	Hinsdale, IL	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-09-27T21:08:00Z	Assist DuPage County S.O. with missing person search	18W730 Avenue Chateaux	No	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-10-02T14:30:00Z	Assist OB Street Department with video documentation of bridge conditions	York Rd. at I88	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-10-27T22:00:00Z	Assist Street Department with video documentation	Spring Rd, Oak Brook, IL	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2023-11-30T13:20:00Z	Assist Oak Brook Public Works Department with video documentation of the roadway	Spring Rd/ @ York Rd.	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2024-02-29T09:00:00Z	Multi Agency training class	DuPage County Forest Preserve	Yes	No
Oak Brook Police Department	Oak Brook	Yes	2	19	2024-02-29T10:00:00Z	Assist O.B. Street department with video documentation of bridge conditions	York Rd. @ I88	Yes	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-08T13:00:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-08T13:50:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-08T15:30:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-09T14:00:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-09T16:00:00Z	Special Event	S Cook Ave/W Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-09T16:30:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-10T16:00:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-09-10T16:00:00Z	Special Event	S Cook Ave/Dumke Dr	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-10-03T12:00:00Z	Prevent harm to life	10200 S Mansfield/9900 S Mayfield	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-11-16T12:00:00Z	Prevent harm to life/Destruction of Evidence	4600 Blk of 106th St	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2023-12-12T12:00:00Z	Forestall escape of a suspect	11000 S Kenton Ave	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2024-01-14T12:00:00Z	Prevent harm to life/Forestall escape of a suspect	6100 block of W 97th st	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2024-01-31T12:00:00Z	Prevent harm to life/Forestall escape of a suspect/prevent destruction of evidence	10200 Blk of Central Ave	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2024-02-01T12:00:00Z	Prevent destruction of Evidence	10200 Block of Central Ave	No	No
Oak Lawn Police Department	Oak Lawn	Yes	2	15	2024-02-09T12:00:00Z	Prevent harm to life/Forestall escape of a suspect	10100 Blk of Kenton Ave	No	No
Oakbrook Terrace Police Department	Oakbrook Terrace	Yes	1	0					
O'Fallon Police Department	O'Fallon	No	0	2	2023-08-26T17:00:00Z	Used for security at a highly attended parade	Downtown O'Fallon City Streets	No	No
O'Fallon Police Department	O'Fallon	No	0	2	2024-11-25T18:00:00Z	Highly attended parade	Downtown O'Fallon Streets	No	No
Ogle County Sheriff's Office	Oregon	Yes	2	1	2023-10-08T11:30:00Z	Security	Oregon, IL	Yes	No
Olney Police Department	Olney, IL	Yes	1	4	2024-02-14T13:37:00Z	To look at graffiti under a rail road overpass, where a sexual assault took place.	Launched from S. Fair by the rail roa	Yes	No
Olney Police Department	Olney, IL	Yes	1	4	2024-02-17T17:15:00Z	Vehicle pursuit by Deputies, with two subjects fleeing from the scene when their vehicle g	IL. Rt. 250/N. Wakefield Rd - Richlan	No	No
							1400 block of N. Walnut - Olney, IL		
Olney Police Department	Olney, IL	Yes	1	4	2024-02-19T13:04:00Z	Suspicious bag in a church lot. drone deployed and looked at contents inside bag from ab		No	No
Olney Police Department	Olney, IL	Yes	1	4	2024-02-29T17:09:00Z	Elderly female with dementia may have wandered from her residence. Drone deployed in	Birch/Magnolia - Olney, IL	No	No
Olney Police Department	Olney	Yes	1	4					
Olympia Fields Police Department	OLYMPIA FIELDS	No	0	0					
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-01T15:55:00Z	Training	147th/park Ln, Orland Park IL 60462	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-08T21:13:00Z	Missing/Endangered person	13900 LaGrange Rd, Orland Park IL 6	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-16T16:48:00Z	Training	9650 143rd St, Orland Park IL 60462	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-18T00:04:00Z	Well being check/person screaming for help in wooded area	153rd/Silver Bell Rd, Orland Park IL 6	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-18T23:18:00Z	Check Well Being/person screaming for help	9847 Treetop Dr, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-06-28T23:39:00Z	Domestic Battery/offender injured and fled the scene	9120 Dewberry Ln, Orland Park IL 604	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-03T23:12:00Z	crash reconstruction photos	135th/LaGrange Rd Orland Park IL 60	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-04T15:22:00Z	prevent escape from fleeing suspect	159th/94th Ave, Orland Park IL 6046	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-11T10:20:00Z	prevent escape from fleeing subject	17900 Wolf Rd, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-14T13:06:00Z	prevent escape from a fleeing subject	288 Orland Sq Dr, Orland Park IL 604	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-20T21:50:00Z	search for fleeing suspect from a commercial burglary	15300 Harlem Ave, Oak Forest IL 604	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-21T17:31:00Z	prevent escape from fleeing subject	15700 Ravinia Ave, Orland Park IL 60	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-25T15:50:00Z	Search and rescue	9032 140th St, Orland Park IL 60462	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-28T02:32:00Z	Crash reconstruction photos	157th/77th Ave, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-07-28T10:21:00Z	Crash reconstruction photos	157th/80th Ave, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-04T23:02:00Z	prevent escape of fleeing suspect	5300 Diamond Dr, Oak Forest IL 6045	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-08T00:39:00Z	prevent escape from fleeing suspect	13600 Cicero Ave, Crestwood IL 604	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-13T20:51:00Z	prevent escape of fleeing suspect	159th/Harlem Ave, Orland Park IL 60	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-18T10:22:00Z	prevent escape of fleeing suspect	159th/94th ave, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-26T03:29:00Z	search and rescue of missing person	12621 Hadley Rd, Homer Glen IL 604	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-29T03:07:00Z	search and rescue of endangered person	167th/104th Ave, orland park IL 604	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-08-31T07:33:00Z	prevent the escape the of fleeing suspect	I-355 at I-55, Bolingbrook IL	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-09-04T21:20:00Z	search and rescue of person	16600 Wolf Rd, Orland Park IL 6046	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-09-07T10:49:00Z	search for suspicious person near school and to assist the response of emergency units	9960 143rd St, Orland Park IL 60462	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-09-16T10:00:00Z	Routed event (parade)	123rd from 8000-9600, Palos Park IL	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-09-17T21:57:00Z	search for suspect throwing rocks at vehicles	179th/108th Ave, Orland Park IL 604	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-09-28T00:32:00Z	prevent escape from fleeing suspect	17500 Ridgeland Ave, tinley Park IL 6	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-10-03T15:01:00Z	prevent escape from fleeing suspect	15061 LaGrange Rd, Orland park IL 6	Yes	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-10-28T13:39:00Z	photos of crash vehicle	13751 Southwest Hwy	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-10-28T13:39:00Z	crash reconstruction photos	151st/Harlem Ave, orland park IL 60	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-10-29T04:16:00Z	photos of crash scene	151st/Harlem Ave	no	no
Orland Park Police Department	Orland Park	Yes	4	36	2023-10-29T04:16:00Z	Crash reconstruction	151st/Harlem Ave, Orland Park IL 60	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-11-17T00:40:00Z	photos of crash scene	15400 Wolf Rd	No	No
Orland Park Police Department	Orland Park	Yes	4	36	2023-11-18T07:36:00Z	infrastructure inspection	159th/88th Ave	Yes	no
Orland Park Police Department	Orland Park	Yes	4	36	2023-11-21T13:42:00Z	photos of crash scene	Will Cook Rd/Southwest Hwy	no	no
Orland Park Police Department	Orland Park	Yes	4	36	2023-11-21T14:29:00Z	photos of crash vehicle	13751 Southwest Hwy	no	no
Ottawa Police Department	Ottawa	No	0	0					
Palos Heights Police Department	Palos Heights	Yes	2	5	2023-08-01T18:00:00Z	Public Relations Demonstration	7607 W College Drive, Palos Heights	No	No
Palos Heights Police Department	Palos Heights	Yes	2	5	2023-10-30T14:32:00Z	Public Relations Demonstration	7740 S Western Ave, Chicago	No	No
Palos Heights Police Department	Palos Heights	Yes	2	5	2023-10-31T15:03:00Z	Crime Scene/Crash Photography	12444 Ridgeland Avenue, Palos Heig	No	No
Palos Heights Police Department	Palos Heights	Yes	2	5	2023-11-04T12:00:00Z				
Palos Heights Police Department	Palos Heights	Yes	2	5	2024-01-23T15:11:00Z	Training	135th Street/Harlem Avenue	Yes	Yes
Parkland College Police Department	Champaign	No	0	0					
Pekin Police Department	Pekin	Yes	3	4	2023-09-09T09:20:00Z	Parade detail overwatch	Downtown, Pekin IL	No	No
Pekin Police Department	Pekin	Yes	3	4	2024-01-12T09:26:00Z	Overwatch during a search warrant.	1401 S. 6th St. Pekin, IL 61554	Yes	No
Pekin Police Department	Pekin	Yes	3	4	2024-02-25T15:53:00Z	Suspect with a warrant took off running from officers.	Derby St. Pekin, IL	No	No
Pekin Police Department	Pekin	Yes	3	4	2024-10-02T13:41:00Z	Assist investigations with cannabis grow in a thick wooded area.	Pekin, IL	Yes	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-02-20T22:00:00Z	Search for Bartonville Shooting suspect	300 Treasure St Bartonville	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-06-16T20:14:00Z	Deputies were shot at during traffic stop	Plank Rd and Maxwell Rd	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-07-04T09:00:00Z	Parade Security	West peoria	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-07-08T15:00:00Z	Search for drowning victim	5310 N. Eden Rd	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-07-09T09:00:00Z	Search for drowning victim	5310 N. Eden	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-07-23T16:30:00Z	Fatal Accident	Parks School Road and Elliot	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-09-05T23:15:00Z	Jail Escapee	301 N. Maxwell Rd	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-09-08T09:00:00Z	Search Warrant	7504 S. Hanna City Glasford Rd	Yes	Yes
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-09-14T01:00:00Z	Kidnapping suspect rammed officers and fled	1401 W. Glen	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-09-24T23:30:00Z	Sterling and Farmington Rd	Suspect fled traffic stop	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-10-02T14:00:00Z	Drowning	9924 S. Reed City Rd	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-10-05T09:30:00Z	Search Warrant	1118 S. Summer St	Yes	Yes
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-11-05T09:00:00Z	Search and Rescue Training	Wildlife Prairie Park	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-11-06T09:00:00Z	SWAT training	827 Catherine Pekin IL	Yes	Yes
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-11-18T18:30:00Z	Fatal Accident	9100 W. Route 150	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2023-11-19T13:00:00Z	Fatal Car Crash reconstruction	9100 W. Route 150	No	No
Peoria County Sheriff's Office	Peoria	Yes	6	17	2024-02-24T03:00:00Z	Search for Missing Male	500 N. Woodthrush	No	No
Peoria Park District	Peoria	Yes	1	9					
Perry County Sheriff's Office	Pinckneyville	No	0	0					
Petersburg Police Department	Petersburg	No	0	0					
Pike County Sheriff	Pittsfield	No	0	0					
Pingree Grove Police Department	Pingree Grove	No	0	0					
Plainfield Police Department	Plainfield	Yes	5	7	2023-05-14T00:14:00Z	Assist another agency in a search for a missing child.	14927 S Eagle Ridge Dr, Homer Glen	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-07-22T18:20:00Z	Attempt to locate a missing person.	15200 S Vista Ln, Plainfield, IL 6054	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-08-29T08:00:00Z	Assist another agency clear a residence during the service of a search warrant.	7 N Hickory St, Joliet, IL 60435	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-08-29T11:30:00Z	Assist another agency clear a residence during the service of a search warrant.	1212 Luther Ave, Joliet, IL 60432	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-10-06T12:13:00Z	Assist another agency clear a residence during the service of a search warrant.	858 Ewing St, Joliet, IL 60432	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-10-17T16:00:00Z	Attempt to locate an offender who was in possession of a stolen vehicle and fled from off	127th Street @ Landsdowne, Plainfi	No	No
Plainfield Police Department	Plainfield	Yes	5	7	2023-11-21T09:16:00Z	Site security during a potential hostage situation that was later determined to be a ""sw	25441 W Blakely, Plainfield, IL 6058	No	No
Pleasant Plains Police Dept.	Pleasant Plains	No	0	0					

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Pontiac Police Department	Pontiac	Yes	1	0					
Princeton Police Department	Princeton	No	0	1	2023-06-11T17:09:00Z	Missing Person	Hillview Trailer Park	No	No
Prospect Heights Police	Prospect Heights	No	0	0					
Rend Lake College Police Department	Ina	No	0	0					
Richland Community College Dept. of Publ	Urbana	No	0	0					
Richland County Sheriff's Office	Olney	No	0	0					
Richmond, IL Police Dept	Richmond	No	0	0					
Richton Park Police	Richton Park, Illinois	No	0	0					
River Forest Police Department	River Forest	Yes	1	3	2023-08-08T10:45:00Z	Demonstration/training for Junior citizens police academy	keystone park 400 keystone, River F	No	No
River Forest Police Department	River Forest	Yes	1	3	2024-02-27T14:00:00Z	training	keystone park, 400 Keystone, River F	No	No
River Forest Police Department	River Forest	Yes	1	3	2024-03-02T13:00:00Z	event/parade security and surveillance	7500-7800 block Madison St, River F	Yes	No
Riverwoods Police Department	Riverwoods	No	0	0					
Robinson Police Department	Robinson	Yes	2	1	2023-08-01T18:00:00Z	Public Demonstration	1000 S Cross, Robinson	Yes	No
Rock Falls Police Department	Rock Falls	No	0	1	2023-09-16T13:00:00Z	Security overwatch for parade	1st Avenue parade route	No	No
Rock Island County Sheriff's Office	Rock Island	Yes	4	1	2024-01-25T23:55:00Z	Attempt to locate stolen property	The area of 52nd Avenue and 53rd St	No	No
Rock Island Police Department	Rock Island	No	0	0					
Rock Valley College Police Department	Rockford, Illinois	No	0	0					
Rockdale Police Department	Rockdale	No	0	0					
Rockford Police Department	ROCKFORD	Yes	6	8	2023-06-22T17:30:00Z	Traffic Accident Scene Documentation	N. Main & Elmwood Rd	No	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-06-24T10:00:00Z	Crime Scene Documentation	3300 Sunnyside Dr	Yes	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-07-10T14:00:00Z	Crime Scene Documentation	1200 9th Ave	Yes	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-07-23T23:40:00Z	Traffic Accident Documentation	3800 Broadway	No	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-07-29T23:35:00Z	Traffic Accident Documentation	550 Southrock Dr	Yes	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-09-15T08:45:00Z	Traffic Accident Documentation	5500 E. State St	No	No
Rockford Police Department	ROCKFORD	Yes	6	8	2023-10-17T14:20:00Z	Forestall Escape of Suspect	1900 S. 5th St	No	No
Rockford Police Department	ROCKFORD	Yes	6	8	2024-01-25T10:05:00Z	Missing Person	S. Main & Indiana	Yes	No
Roscoe Police Department	Roscoe	Yes	1	3	2023-09-19T17:21:00Z	Attempt to locate two possibly abused/neglected juveniles behind an immediate care clir	A gravel quarry north of 5000 Prairie	No	No
Roscoe Police Department	Roscoe	Yes	1	3	2023-10-05T00:08:00Z	Attempt to locate a senior citizen with dementia and Alzheimer's who left the house and h	The area around 10409 Marblewing I	No	No
Roscoe Police Department	Roscoe	Yes	1	3	2024-01-28T04:54:00Z	A suicidal person crashed their vehicle and fled on foot.	The area around 251 & Prairie Hill.	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-06-21T18:45:00Z	Training	233 E. Maple, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-06-22T01:01:00Z	Fugitive Search	7040 Meadowbrook Ln, Hanover Par	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-06-26T23:49:00Z	Barricaded Subject	7N771 Hawthorne Ln, Medinah, IL 6	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-07-03T17:30:00Z	Village Event	500 W. Bryn Mawr, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-07-10T23:25:00Z	Fugitive Search	225 Springhill Dr, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-07-20T23:10:00Z	Fugitive Search	377 E. Turner Ave, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-02T03:30:00Z	Training	355 Rodenburg Rd, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-04T19:00:00Z	Village Event	31 S Prospect Street, Roselle, IL 601	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-07T04:20:00Z	Training	555 W Bryn Mawr, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-09T03:13:00Z	Fugitive Search	386 E Irving Park Road, Roselle, IL 60	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-12T19:30:00Z	Village Event	100 S. Park Ln, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-21T20:15:00Z	Training	103 S. Prospect, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-08-27T02:00:00Z	Fugitive Search	817 E Nerge Rd, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-09-14T21:17:00Z	Fugitive Search	2200 Devon Elk Grove Village, 60007	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-09-17T13:00:00Z	Village Event	103 S Prospect Street, Roselle, IL 60	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-10-21T22:12:00Z	Fugitive Search	Bryn Mawr / Mensching, Roselle, IL 6	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-11-17T22:33:00Z	Fugitive Search	1232 E Irving Park Road Streamwooc	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-12-12T18:29:00Z	Missing Person	393 Ambleside Dr, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2023-12-27T15:00:00Z	Training	500 W. Bryn Mawr, Roselle IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2024-01-16T14:00:00Z	Training	103 S. Prospect, Roselle, IL 60172	No	No
Roselle Police Department	Roselle	Yes	2	21	2024-02-26T01:45:00Z	Fugitive Search	4 Golf Center, Hoffman Estates, IL, 6	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-06-28T12:00:00Z	attempt to locate a fleeing armed robbery suspect	Meadowgreen ln	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-01T12:00:00Z	during special a event,	2007 N Civic Center Way	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-03T12:00:00Z	Assist Round Lake Park to locate a missing suicidal juvenile	RLB Lakefront and 1100 Block of Hai	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-03T12:00:00Z	Assist Round Lake Park to locate a missing suicidal juvenile	1100 Block of Hainesville Rd	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-09T12:00:00Z	Locate a missing Suicidal Adult, assist	Monaville and 59...forest	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-22T12:00:00Z	Special Event	Round Lake Beach Lake Front	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-23T12:00:00Z	locate a missing juvenile	Tall Grass Ct RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-07-29T12:00:00Z	prevent the escape of a reckless driver	Meijer RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-04T12:00:00Z	prevent the escape of a stolen vehicle offender	rt 45 and deer path	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-07T12:00:00Z	prevent the escape of a retail theft suspect	Jewel RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-25T12:00:00Z	special event	2007 civic center way	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-26T12:00:00Z	Special Event	2007 N Civic Center Way	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-26T12:00:00Z	Assist Lindenhurst Parade	Lindenhurst IL	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-08-27T12:00:00Z	special Event	2007 Civic Center Way	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-09-03T12:00:00Z	Parade	Cedar Lake Rd RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-09-03T12:00:00Z	Prevent the escape of illegal fireworks/ crowded parking lot	Meijer RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-09-04T12:00:00Z	locate victim on Round Lake water rescue	Round Lake	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-09-16T12:00:00Z	missing Juvenile	Bike Trail East End RLB	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-09-16T12:00:00Z	locate a possible victim at a motorcycle 10-50	1600 Hainesville	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-10-31T12:00:00Z	prevent escape criminal defacement	840 E Rollins	No	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-11-06T12:00:00Z	10-50 investigation... MCA	Gurnee	Yes	No
Round Lake Beach Police Department	Round Lake Beach	Yes	2	22	2023-12-15T12:00:00Z	Check Roof Top on a Burglary Allarm	400 E Rollins	No	No
Round Lake Police Department	Round Lake	Yes	1	1	2023-09-03T12:15:00Z	Parade	Cedar Lake Rd and Hart Rd	No	No
Round Lake Police Department	Round Lake	Yes	1						
Rushville Police Department	Rushville	No	0	0					
Salem Police Department	Salem	No	0	0					
Saline County Sheriff's Office	Harrisburg	Yes	2	2	2024-02-02T13:35:00Z	Search Warrant	Harrisburg, IL	Yes	No
Saline County Sheriff's Office	Harrisburg	Yes	2	2	2024-02-02T15:30:00Z	Search Warrant	Harrisburg, IL	Yes	No
Sangamon County Sheriff's Office	Springfield	Yes	1	0					
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-12T08:49:00Z	Training	1000 S. Springinsguth	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-12T09:13:00Z	Training	1000S. Springinsguth, Schaumburg,	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-20T17:17:00Z	Missing Person call	806 Sienna Drive, Schaumburg, IL	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-25T08:23:00Z	Training	1000 S. Springinsguth Dr, Schaumb,	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-25T08:24:00Z	Training	1000 S. Springinsguth, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-25T08:25:00Z	Training	1999 S. Springinsguth, Schaumburg,	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-26T16:15:00Z	Serious traffic crash	1160 Valley Lane, Hoffman Estates,	Yes	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-28T11:00:00Z	Training	1999 S. Springinsguth	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-28T11:00:00Z	Training	1999 S. Springinsguth, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-07-29T22:23:00Z	Missing person	1921 Mora Court, Schaumburg, IL	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-01T18:18:00Z	National Night out	1000 W. Schaumburg Rd, Schaumb,	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-03T21:30:00Z	Traffic Crash	Serious traffic Crash	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-13T23:16:00Z	Missing persons	700 S. Springinsguth	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-17T06:26:00Z	Traffic Crash	Roselle Road/Central Rd	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-24T22:51:00Z	1420 Harvard Lane, Schaumburg	Locate an offender	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-26T20:39:00Z	Missing endangered	1901 N. Roselle Road, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-29T07:45:00Z	Missing person	1800 Vista Court Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-29T08:40:00Z	Training	Septemberfest grounds, 101 Schaur	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-30T18:02:00Z	Attempt to locate an offender	906 S Braintree, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-08-31T08:15:00Z	Training	101 Schaumburg Court, Schaumbur	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-02T11:30:00Z	Septemberfest security	101 Schaumburg Court, Schaumbur	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-04T10:00:00Z	Parage route security	Kingsport and Summit, Schaumbur	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-12T09:30:00Z	Training	Sharon Dr and Marie Lane, Schaumi	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-12T21:21:00Z	Locate domestic battery subject	207 Covington Dr, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-18T15:38:00Z	Fatal Traffic Crash	Walnut and Schaumburg Rd	Yes	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-19T03:11:00Z	Locating offender	Springinsguth and Hartman Dr, Scha	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-21T21:03:00Z	Attempt to locate subjects who fled from a traffic stop	Biesterfield and Rowling Roads, Elk	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-09-21T22:23:00Z	Attempt to locate subject	801 S. Meacham, Elk Grove Village	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-11-26T09:30:00Z	Training	1999 S. Springinsguth, Schaumburg	No	No
Schaumburg Police Department	Schaumburg, IL	Yes	2	54	2023-11-28T11:30:00Z	Training	1999 S. Springinsguth	No	No
Schaumburg Police Department	Schaumburg	Yes	2						
Shelby Co Sheriff's Office	Shelbyville, IL	No	0	1	2023-11-26T00:26:00Z	Missing Child	Stewardson IL	No	No
Sherman Police Department	Sherman	No	0	0					
Shiloh Police Department	Shiloh	No	0	0					
Shorewood Police Department	Shorewood	Yes	3	8	2023-05-25T00:55:00Z	Assist Romeoville PD - Forestall escape of a suspect	206 Summerfield Ct. Romeoville, IL	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-08-01T22:55:00Z	Assist Wilmington PD - Forestall escape of a suspect.	204 E. Baltimore St. Wilmington IL 6	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-08-03T00:08:00Z	Prevent harm to life.	910 Willow Ln. Shorewood IL 60404	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-08-29T08:05:00Z	Assist Minooka PD - Prevent Harm to Life.	Seil Rd / County Line Rd., Minooka, IL	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-10-08T10:29:00Z	Prevent harm to life.	Northwest Frontage Road between E	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-10-25T10:20:00Z	Assist Channahon PD - Prevent harm to life.	Minooka High School	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2023-12-24T20:30:00Z	Assist Minooka PD - Prevent harm to life.	1400 Bluestem Ln. Minooka	No	No
Shorewood Police Department	Shorewood	Yes	3	8	2024-01-05T02:47:00Z	Prevent harm to life.	21363 Willow Pass, Shorewood IL	No	No
Shorewood Police Department	Shorewood	Yes	2						
Skokie Police Department		Yes	5	26	2023-06-27T01:21:00Z	9 - locate victims / coordinate response for PSAP	8025 Lamon, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-07-01T11:45:00Z	4 - missing person or search/rescue/aid	9940 Keystone, Skokie, IL 60076	Y	N
Skokie Police Department		Yes	5	26	2023-07-03T14:30:00Z	3- swift action to prevent harm/escape/destruction	4901 Crain, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-07-04T10:00:00Z	10ii - public event for real time public safety	8025 Lamon, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-07-04T18:00:00Z	10ii - public event for real time public safety	5701 Oakton, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-07-09T01:50:00Z	3- swift action to prevent harm/escape/destruction	7000 Carpenter, Skokie, IL 60077	Y	N

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Skokie Police Department		Yes	5	26	2023-07-27T17:05:00Z	3- swift action to prevent harm/escape/destruction	5500 Howard, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-07-31T11:00:00Z	2 - warrant search	8025 Lamon, Skokie, IL 60077	Y	Y
Skokie Police Department		Yes	5	26	2023-08-01T16:00:00Z	10ii - public event for real time public safety	4701 Oakton, Skokie, IL 60076	Y	N
Skokie Police Department		Yes	5	26	2023-08-08T22:11:00Z	3- swift action to prevent harm/escape/destruction	7929 Karlov, Skokie, IL 60076	Y	N
Skokie Police Department		Yes	5	26	2023-08-25T17:30:00Z	10ii - public event for real time public safety	8000 Lincoln, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-08-26T15:00:00Z	10ii - public event for real time public safety	8000 Lincoln, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-08-27T12:00:00Z	10ii - public event for real time public safety	8000 Lincoln, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-09-07T21:22:00Z	4 - missing person or search/rescue/aid	5600 Old Orchard, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-10-11T21:40:00Z	4 - missing person or search/rescue/aid	8357 Skokie, Skokie, IL 60076	Y	N
Skokie Police Department		Yes	5	26	2023-10-22T17:47:00Z	4 - missing person or search/rescue/aid	3400 Touhy, Skokie, IL 60076	Y	Y
Skokie Police Department		Yes	5	26	2023-10-25T04:26:00Z	3- swift action to prevent harm/escape/destruction	4767 Touhy, Lincolnwood, IL 60712	Y	N
Skokie Police Department		Yes	5	26	2023-10-28T14:30:00Z	3- swift action to prevent harm/escape/destruction	8351 Laramie, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-11-17T21:22:00Z	3- swift action to prevent harm/escape/destruction	8157 Central Park, Skokie, IL 60076	Y	Y
Skokie Police Department		Yes	5	26	2023-11-17T22:30:00Z	3- swift action to prevent harm/escape/destruction	8157 Central Park, Skokie, IL 60076	Y	Y
Skokie Police Department		Yes	5	26	2023-12-13T22:54:00Z	3- swift action to prevent harm/escape/destruction	8132 Keating, Skokie, IL 60077	Y	N
Skokie Police Department		Yes	5	26	2023-12-27T20:41:00Z	3- swift action to prevent harm/escape/destruction	4601 Touhy, Lincolnwood, IL 60712	Y	N
Skokie Police Department		Yes	5	26	2024-02-05T00:17:00Z	3- swift action to prevent harm/escape/destruction	8157 Central Park, Skokie, IL 60076	Y	N
Skokie Police Department		Yes	5	26	2024-02-13T20:01:00Z	3- swift action to prevent harm/escape/destruction	4616 Washington, Skokie, IL 60076	Y	Y
Skokie Police Department		Yes	5	26	2024-02-13T23:28:00Z	3- swift action to prevent harm/escape/destruction	4616 Washington, Skokie, IL 60076	Y	Y
Skokie Police Department		Yes	5	26	2024-02-26T08:07:00Z	3- swift action to prevent harm/escape/destruction	7000 W. Touhy, Niles, IL 60714	Y	N
Smithton	Smithton	No	0	0					
Somonauk Police Department	Somonauk	No	0	0					
South Elgin Police Department	South Elgin	Yes	2	43	2023-07-13T19:00:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-07-13T19:30:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-17T02:11:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-17T03:33:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-17T03:34:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-17T03:34:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-17T03:35:00Z	Locating suspect	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-09-30T11:21:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-11-08T20:25:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-11-08T20:35:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-11-21T00:19:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2023-12-19T13:23:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-10T19:04:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-10T19:24:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-10T19:34:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-10T19:51:00Z	Training	Kane County Sheriff's Office	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-24T20:54:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-24T20:55:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-01-24T21:13:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-02T13:30:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-09T03:15:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-09T03:15:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-23T21:31:00Z	Training	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-28T20:32:00Z	Training	Hannaford Woods-Nickels Farm For	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-02-29T21:38:00Z	Test	South Elgin	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-03-03T00:13:00Z	Fleeing offender	Valley View unincorporated Kane Co	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-03-03T00:46:00Z	Fleeing offender	Valley View unincorporated Kane Co	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-03-03T05:24:00Z	Fleeing offender	Valley View unincorporated Kane Co	No	No
South Elgin Police Department	South Elgin	Yes	2	43	2024-03-03T05:55:00Z	Assist other agency looking for fleeing offender	Sycamore Ave. unincorporated Kane	No	No
South Jacksonville Police Department	South Jacksonville	No	0	0					
South Pekin PD	South Pekin	No	0	0					
Southern IL University Edwardsville PD	Edwardsville	No	0	1	2024-01-29T14:00:00Z	Follow up investigation for a student suicide. Requested an ariel video of site the victim w	SIUE Cougar Village Apartments	Yes	No
Southern Illinois University carbondale Poli	Carbondale	No	0	0					
Southwestern Illinois College Police	Belleville	Yes	2	1	2023-12-20T21:09:00Z	Utilize thermal camera to scan woods after stolen vehicle recovery.	2500 Carlyle Ave. Belleville, IL	Yes	Yes
Spring Valley PD	Spring Valley	No	0	0					
Springfield Police Department	Springfield	Yes	3	7	2023-07-31T04:36:00Z	SWAT incident	1800 Groth, Springfield	No	No
Springfield Police Department	Springfield	Yes	3	7	2023-09-14T20:58:00Z	SWAT incident	1200 Block Milton Manor	No	No
Springfield Police Department	Springfield	Yes	3	7	2023-10-18T19:22:00Z	SWAT incident	1800 Block Gregory CT	No	No
Springfield Police Department	Springfield	Yes	3	7	2023-11-02T06:15:00Z	SWAT incident	2200 Block E. Spurge	No	No
Springfield Police Department	Springfield	Yes	3	7	2023-12-03T18:53:00Z	SWAT incident	1900 Block S. 13th	No	No
Springfield Police Department	Springfield	Yes	3	7	2024-01-31T05:30:00Z	SWAT incident	1900 Block N. 20th	No	No
Springfield Police Department	Springfield	Yes	3	7	2024-11-07T06:02:00Z	SWAT incident	1600 block S. 14th	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
St. Charles Police Department	St. Charles	No	0	0					
Stanford Police Department	Stanford	No	0	0					
Steger Police Department	Steger	No	0	0					
Sterling Police Department	Sterling	No	0	0					
Stockton Police Department	Stockton	No	0	0					
Streamwood Police Department	Streamwood	Yes	2	1	2023-07-02T18:30:00Z	Fest security	5333 Prairie Stone Parkway	No	No
Streator Police Department	Streator	No	0	0					
Sugar Grove Police Department	Sugar Grove	No	0	0					
Summit Police Department	Summit	Yes	2	11	2023-11-04T17:15:00Z	Training - Practice flight	Summit Park District	No	No
Summit Police Department	Summit	Yes	2	11	2023-11-06T16:50:00Z	Training - Practice flight	Summit Police Department Parking I	No	No
Summit Police Department	Summit	Yes	2	11	2023-11-08T21:56:00Z	Assisting ISP for accident involving possible stabbing. Drone was used to look for suspect	Interstate I55, Just East of S. Harlem Avenue	No	No
Summit Police Department	Summit	Yes	2	11	2023-11-21T12:00:00Z	Training	Argo High School 7329 W. 63rd Street	No	No
Summit Police Department	Summit	Yes	2	11	2023-11-22T13:06:00Z	Public Safety - Drone used to locate offenders fleeing after a vehicular hi-jacking. Negative	7300 Block W. 62nd Place.	No	No
Summit Police Department	Summit	Yes	2	11	2023-11-28T12:00:00Z	Training	Argo High School - 7329 W. 63rd Street	No	No
Summit Police Department	Summit	Yes	2	11	2024-01-01T16:12:00Z	Public Safety - Large Caravan of peaceful protestors traveling SB on S. Harlem Avenue.	5500 Block S. Harlem Avenue	No	No
Summit Police Department	Summit	Yes	2	11	2024-02-02T15:18:00Z	Search and Rescue - Assisting CPD with accident. Vehicle was off the roadway. Drone used	5200 block of S. Harlem Avenue	No	No
Summit Police Department	Summit	Yes	2	11	2024-02-02T21:47:00Z	Public Safety - Susepects fleeing the area. Drone used for article search.	5600 Block S. 75th Avenue and 7400	No	No
Summit Police Department	Summit	Yes	2	11	2024-02-20T19:30:00Z	Training	Summit Police Department - Interior	No	No
Summit Police Department	Summit	Yes	2	11	2024-02-20T19:30:00Z	Training	Summit Police Department parking lot	No	No
Swansea Police Department	Swansea	Yes	1	11	2023-06-21T00:23:00Z	Training	Swansea	No	No
Swansea Police Department	Swansea	Yes	1	11	2023-06-24T00:09:00Z	Assist Belleville PD reference 2023-03247	Belleville, IL	Yes	No
Swansea Police Department	Swansea	Yes	1	11	2023-06-29T00:49:00Z	Community Event	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2023-08-21T12:27:00Z	Night Training	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2023-09-07T00:23:00Z	Training	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2023-11-21T12:11:00Z	Attempt to locate an armed mental subject in the woods who threatened to kill himself.	Swansea, IL	Yes	No
Swansea Police Department	Swansea	Yes	1	11	2023-12-19T00:24:00Z	Training	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2024-01-11T00:48:00Z	Attempt to locate homeless camps on private property with property owners' consent.	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2024-01-25T00:05:00Z	Located a male in the woods off bike trail who cut himself with an axe while chopping wood	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2024-02-14T00:03:00Z	Attempt to locate missing suicidal individual	Swansea, IL	No	No
Swansea Police Department	Swansea	Yes	1	11	2024-02-21T00:08:00Z	Attempt to locate a male who took a large amount of medication and walked away from the	Swansea, IL	No	No
Terminal Railroad Police Department	Venice, IL	No	0	0					
Tilton Police Dept	Tilton	No	0	0					
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-08-03T09:53:00Z	Barricaded Suspect	18213 S. Glen Swilty Circle Tinley Park	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T17:08:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T17:38:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T18:47:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T18:53:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T20:10:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T21:40:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T21:49:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-15T22:26:00Z	Special event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-17T15:50:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-09-17T16:46:00Z	Special Event	18001 S 80th Ave, Tinley Park, IL 604	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-10-07T15:22:00Z	Article Search	6050 W. Lake Bluff Drive Tinley Park, IL	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-10-25T22:52:00Z	Missing Person	16634 Crescent Avenue Tinley Park, IL	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-12-03T16:34:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-12-03T17:05:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-12-09T09:15:00Z	Accident Investigation - Fatal Accident	179th Street at LaGrange Road Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2023-12-15T14:12:00Z	Article Search - Crime Scene	183rd Street at Convention Center D	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-01-06T06:49:00Z	Missing Person	183rd Street / 76th Avenue Tinley Pa	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T12:14:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T12:42:00Z	Parade	17300 S. Oak Park Avenue Tinley Pa	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T13:43:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T14:11:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T14:31:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-03T14:47:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-08T12:47:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-08T13:41:00Z	Parade	17300 Block of Oak Park Avenue Tinley	No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-10T23:13:00Z	Missing Person	8711 w. Radcliffe Road, Tinley Park (No	No
Tinley Park Police Department	Tinley Park	Yes	5	28	2024-03-13T11:09:00Z	Accident Investigation	161st Place at 80th Avenue, Tinley P	No	No
Tremont Police Department	Tremont	No	0	0					
Trenton Police Department	Trenton	No	0	0					
Triton College Police Department	River Grove	Yes	1	0					
Troy Police Department	Troy	Yes	2	17	2023-02-26T14:31:00Z	Provide surveillance for an officer shot incident.	457 Mcbride in Dupo	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Troy Police Department	Troy	Yes	2	17	2023-03-14T19:43:00Z	Armed Barricaded subject and suicidal.	70 Cedarbrooke	No	No
Troy Police Department	Troy	Yes	2	17	2023-05-05T22:09:00Z	Missing/Runaway juvenile	532 Mockingbird	No	No
Troy Police Department	Troy	Yes	2	17	2023-05-10T21:00:00Z	Attempt to locate a missing autistic juvenile in the woods	979 Dack	No	No
Troy Police Department	Troy	Yes	2	17	2023-07-04T19:00:00Z	Arial surveillance of a large crowd for our 4th of July fireworks display.	Tri Township Park	Yes	Yes
Troy Police Department	Troy	Yes	2	17	2023-08-25T19:46:00Z	Attempt to locate a missing autistic juvenile	Woodland Dr./Copper Creek	No	No
Troy Police Department	Troy	Yes	2	17	2023-09-23T17:30:00Z	PR footage for a truck convoy to raise money for the special olympics	800 block of Edwardsville Rd.	Yes	Yes
Troy Police Department	Troy	Yes	2	17	2023-09-23T20:00:00Z	Arial patrol of the parking lot during a crowded football game.	Triad High School	No	No
Troy Police Department	Troy	Yes	2	17	2023-10-20T18:00:00Z	Public Relations for the trunk or treat event at Henning Elementary School.	Henning Elementary	Yes	Yes
Troy Police Department	Troy	Yes	2	17	2023-10-25T15:50:00Z	Public relations to assist with the school's pumpkin drop at Silver Creek Elementary.	Silver Creek Elementary	Yes	Yes
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-01T05:57:00Z	Search warrant	200 Block W Frost Ave, Rantoul, Illin	Yes	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-02T17:40:00Z	Routed or Special Event	371 St Marys Rd, Champaign IL	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-09T04:30:00Z	Routed or Special Event	500 Block S. Sixth, Champaign	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-09T12:54:00Z	Public Demonstration	165 N Goodwin Ave, Urbana	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-16T08:56:00Z	Routed or special event	379 St Marys Rd	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-09-16T09:00:00Z	Routed or Special Event	379 St Marys Rd	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-11-11T08:44:00Z	Routed or special event	1400 S. First Street, Champaign	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-11-25T13:45:00Z	Routed or Special Event	1400 S. First, Champaign	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-11-25T15:07:00Z	Routed or Special Event	1400 S. First Street, Champaign	No	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-12-09T11:24:00Z	Infrastructure inspection	1117 S. Oak, Champaign	Yes	No
University of Illinois P.D.	URBANA	Yes	5	13	2023-12-23T00:23:00Z	Missing person/search and rescue	910 Twins Dr	Yes	No
University of Illinois P.D.	URBANA	Yes	5	13	2024-01-19T09:00:00Z	Search Warrant	1806 S. Cottage Grove, Urbana	Yes	No
University of Illinois P.D.	URBANA	Yes	5	13	2024-03-12T14:12:00Z	Crime Scene/Traffic Crash	401 S 4th St	Yes	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2023-08-03T11:13:00Z	Training	Danville Public Safety Building	No	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2023-08-24T07:45:00Z	Search Warrant Overwatch	Rankin, Illinois	No	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2023-09-26T15:52:00Z	Crime Scene Documentation and Evidence Location	Fithian, Illinois	No	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2023-10-14T11:17:00Z	Sheriff Showcase / Public Information Display	Danville, Illinois	No	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2023-11-23T05:00:00Z	Fleeing Suspect Location	State Route 1 and 2550 North	Yes	Yes
Vermilion County Sheriffs Department	Danville	Yes	3	8	2024-01-08T10:15:00Z	Over watch for a counterfeit money buy with a warrant	Bismarck, Illinois	Yes	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2024-02-01T14:32:00Z	Search and Rescue	2000 North and Henning Road	No	No
Vermilion County Sheriffs Department	Danville	Yes	3	8	2024-02-03T15:00:00Z	Search and Rescue	Danville, Illinois	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-04T08:45:00Z	Elevated observation of parade event	Residential - Deerpath neighborhood	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-04T18:45:00Z	Elevated observation during our 4th of July Fireworks event. Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-13T18:25:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-13T20:40:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-14T17:35:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-14T19:40:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-15T15:20:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-15T19:50:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-07-16T18:00:00Z	Elevated observation during our Village festival (VH Days). Checked area rooftops with ov	1000 Lakeview Pkwy, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-09-03T17:21:00Z	While investigating a fight call at 315 Lakeside Dr., officers spoke with a subject who prov	315 Lakeside Drive, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-10-27T14:05:00Z	Officers responded to 840 Lakeside #1A for a Missing Juvenile who was also wanted on a	840 Lakeside Drive, Vernon Hills	No	No
Vernon Hills Police Department	Vernon Hills	Yes	1	12	2023-12-11T11:30:00Z	Missing juvenile case where we had faint evidence a vehicle was driven into a pond. Dron	544 Lakeview Pkwy., Vernon Hills	No	No
Vienna Police Department	Vienna	No	0	0					
Villa Grove Police Department	Villa Grove	No	0	0					
Villa Park Police Department	Villa Park	No	0	0					
Village of Albers	Albers	No	0	0					
Village of Cherry Valley PD	Cherry Valley	No	0	0					
Village of Lincolnshire - Police Department	Lincolnshire	No	0	0					
Village of Palatine	Palatine	Yes	2	19	2023-06-22T11:00:00Z	Official request from Asst. Village Manager for pictures and video of the village.	Twin Lakes	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-06-22T13:00:00Z	Official request from Asst. Village Manager for village pictures and videos	Downtown	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-06-24T02:00:00Z	Training	595 N. Hicks	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-07-01T10:15:00Z	July 4th parade	200 E Wood St	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-07-02T17:45:00Z	July 4th Carnival	200 E Wood St	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-07-03T18:30:00Z	July 4th Carnival	200 E Wood St.	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-07-04T11:15:00Z	July 4th Carnival	200 E Wood St	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-07-27T11:00:00Z	Training and PR video for Asst. Village Manager	Reimer Reservoir and Palatine Hill G	Yes	Yes
Village of Palatine	Palatine	Yes	2	19	2023-08-15T14:15:00Z	Missing Adult with dementia	800 NW Highway	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Village of Palatine	Palatine	Yes	2	19	2023-08-25T18:00:00Z	Streetfest	Slade and Brockway Streets	No	No
Village of Palatine	Palatine	Yes	2	19	2023-08-26T18:00:00Z	Streetfest	Slade and Brockway St	No	No
Village of Palatine	Palatine	Yes	2	19	2023-09-24T01:13:00Z	Mission for a missing 3 year old	995 N Country Ln	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-09-25T13:00:00Z	Outside dept assist for Inverness for a missing 2 year old.	2072 W Palatine Rd	Yes	No
Village of Palatine	Palatine	Yes	2	19	2023-12-13T04:56:00Z	Outside department assist to Schaumburg for Attempted Murder case.	Meacham and Rt. 72	Yes	No
Village of Palatine	Palatine	Yes	2	19	2024-01-19T19:30:00Z	Mission to locate a missing 10 year old.	1940 N. Green Ln.	No	No
Village of Palatine	Palatine	Yes	2	19	2024-02-05T01:24:00Z	Mission to assist Hoffman Estates for a 911 call regarding 3 offenders escaping.	3333 Beverly	Yes	No
Village of Palatine	Palatine	Yes	2	19	2024-02-13T04:43:00Z	Outside department assist to locate 3 offenders in a stolen auto	N. Barrington Rd & Rt. 68	Yes	No
Village of Palatine	Palatine	Yes	2	19	2024-03-07T08:06:00Z	Vehicle crash scene over 1 mile. Crime scene.	Dundee and Quentin Rds	Yes	No
Village of Palatine	Palatine	Yes	2	19	2024-03-16T11:00:00Z	St. Patricks day Parada and video and pictures for the asst. village manager	200 E. Wood St.	Yes	No
Village of Rockton Police Department	Rockton	No	0	3	2023-06-16T19:00:00Z	The event consistently sustains high levels of attendance which is primarily attended in t	Rear bank parking lot of the 300 bloc	Yes	Yes
Village of Rockton Police Department	Rockton	No	0	3	2023-06-17T19:00:00Z	The event consistently sustains high levels of attendance which is primarily attended in t	Rear bank parking lot of the 300 bloc	Yes	Yes
Village of Rockton Police Department	Rockton	No	0	3	2023-06-18T19:00:00Z	The event consistently sustains high levels of attendance which is primarily attended in t	Rear bank parking lot of the 300 bloc	Yes	Yes
Village of Rockton Police Department	Rockton	No	0	3	2023-07-14T14:00:00Z	During a board meeting regarding an upcoming planned event, many individuals indicat	Rear bank parking lot of the 300 bloc	Yes	Yes
Village of Rockton Police Department	Rockton	No	0	3	2023-12-02T18:00:00Z	The event consistently sustains high levels of attendance in the evening hours. The drone	Rockton Village Hall (110 E Main Str	Yes	Yes
Virginia Police Department	Virginia	No	0	0					
WABASH COUNTY SHERIFF'S OFFICE	Mt. Carmel	Yes	1	2	2024-03-14T01:00:00Z	search for person(s) involved in vehicle collision. Witness advised they ran from the scen	Highway 1 about a quarter mile sout	No	No
WABASH COUNTY SHERIFF'S OFFICE	Mt. Carmel	Yes	1	2	2024-03-15T13:00:00Z	HAZADROUS MATERIALS SEARCH IN THE WABASH RIVER	N 2250 BLVD & E 1670 LN WABASH	No	No
Warren County Sheriff's Office	Monmouth	Yes	1	0					
Washington Co Sheriff Office	Nashville	No	0	2					
Watseka Police Department	Watseka	No	0	0					
Wauconda Police Department	Wauconda	No	0	0					
Waukegan Police Department	Waukegan	Yes	5	36	2023-06-14T22:10:00Z	Assist Gurnee PD / search for armed subject	Viking Middle School	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-06-18T08:00:00Z	MCU	Glen Flora / Sheridan	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-06-19T00:00:00Z	MCSU	709 McAlister	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-06-25T07:04:00Z	MCU	Yorkhouse Road/Frolic Avenue	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-06-29T18:20:00Z	Searching for second armed offender	600blk - 700blk of Cummings Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-07T11:00:00Z	Scoop	Downtown Area	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-08T11:00:00Z	Scoop	Downtown Area	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-12T20:00:00Z	MCSU	2421 Washington St	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-14T02:02:00Z	Searching for Dom. Battery offender	521 Lakehurst Rd	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-14T03:00:00Z	MCU	1201 Sheridan Rd	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-14T03:02:00Z	Searching for armed offender	443 N. Jackson St	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-16T00:05:00Z	Protest Overwatch	Downtown Area	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-07-22T16:00:00Z	10-50 fatal follow up	Lewis / Roger Edwards	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-08-14T19:30:00Z	MCSU	826 Adams	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-08-19T02:23:00Z	Homicide	1671 Kayla	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-08-24T21:46:00Z	Search / locate possible capsized boat	Waukegan Beach	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-08-28T23:06:00Z	Searching for subject who fled on foot from Police	Greenleaf St / Belvidere Rd	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-04T03:03:00Z	Search for subjects from a vehicular hijacking	Market St / South Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-09T03:02:00Z	MCU Fatal	2300 Grand Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-11T09:00:00Z	TRAINING	Sheridan&Clayton	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-17T10:00:00Z	Fiestas Patrias Special Event/Parade	Washington/Jackson	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-24T23:00:00Z	MCU	Green Bay and 10th St	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-27T00:48:00Z	MCU Fatal	Lewis Rodger Edwards	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-09-27T00:48:00Z	MCU Fatal	Lewis Rodger Edwards	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-10-14T12:00:00Z	MCU Fatal	Belvidere Rd / Elmwood	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-10-18T19:30:00Z	Search / locate possible disabled sailboat	Waukegan Beach	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-11-12T07:00:00Z	TRAINING	Beach	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-11-26T22:09:00Z	Search / locate armed subject with a crossbow	2123 Lorraine Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-12-03T00:34:00Z	MCSU	Sunset Ave / McAre Rd	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-12-23T03:00:00Z	MCU Fatal	Amstutz Expy / Greenwood Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-12-23T06:59:00Z	Search / locate for an unaccounted subject involved in Domestic / 10-50 PI	Amstutz Expy / Greenwood Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2023-12-23T06:59:00Z	Search for 10-99 subject in wooded area	Belvidere Rd / Willow Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2024-01-27T01:00:00Z	MCU / injured officer	3300 Grand Ave	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2024-02-21T00:05:00Z	MCSU	5051 Country Pl	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2024-02-24T19:05:00Z	Homicide	Powell / Forest	N	N
Waukegan Police Department	Waukegan	Yes	5	36	2024-03-01T08:00:00Z	TRAINING	Beach	N	N
							479 W. Forest Ave., West Chicago, IL 60185		
West Chicago Police Department	West Chicago	Yes	4	13	2023-06-22T21:30:00Z	Special event (crowd estimate)		Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-06-23T18:00:00Z	Special event (crowd estimate)	479 W. Forest Ave., West Chicago, IL	Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-06-24T18:00:00Z	Special event (crowd estimate)	479 W. Forest Ave., West Chicago, IL	Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-06-26T18:00:00Z	Special event (crowd estimate)	479 W. Forest Ave., West Chicago, IL	Yes	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
West Chicago Police Department	West Chicago	Yes	4	13	2023-07-05T06:45:00Z	Execution of search warrant at residence	29W339 Hawthorne Ln., West Chicago, IL 60451	Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-07-08T10:00:00Z	Scene documentation of fire scene	2301 Barnhart Dr., West Chicago, IL 60451	Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-07-29T16:36:00Z	Assist Fire Department with water rescue	Prince Crossing Rd. and the Great W No	No	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-08-26T15:45:00Z	Special event (crowd estimate)	Main/Chicago in West Chicago, IL 60451	No	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-09-17T12:45:00Z	Special event (crowd control)	Main and Center in West Chicago, IL No	No	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-10-07T11:11:00Z	Attempt to locate suicidal subject	1244 Kings Circle, West Chicago, IL No	No	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-10-21T14:44:00Z	Attempt to locate suspect	521 W. Washington St., West Chicago No	No	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-11-30T12:39:00Z	Documentation of fire scene	800 Burr Oak Dr., West Chicago, IL 60451	Yes	No
West Chicago Police Department	West Chicago	Yes	4	13	2023-12-02T12:30:00Z	Special event (crowd estimate)	Main and Center in West Chicago, IL No	No	No
Westchester PD	Westchester	Yes	1	0					
Western Illinois University Office of Public Safety	Macomb	No	0	0					
Westmont Police Department	Westmont	Yes	5	4	2023-09-06T12:28:00Z	Prevent Harm to Life	4600 Blk. of W. Cermak - Cicero, IL 60604	No	No
Westmont Police Department	Westmont	Yes	5	4	2023-10-20T10:00:00Z	Forestall Escape of a Suspect / Prevent Destruction of Evidence	Ogden Ave. / Pasquinelli	No	No
Westmont Police Department	Westmont	Yes	5	4	2023-10-25T15:21:00Z	Forestall Escape of a Suspect	80 E. Ogden Ave. Westmont, IL 60551	No	No
Westmont Police Department	Westmont	Yes	5	4	2023-11-07T14:53:00Z	Forestall Escape of a Suspect	855 N. Pasquinelli - Westmont, IL 60501	No	No
Westville Police Department	Westville	No	0	0					
Wheaton Police Department	Wheaton	Yes	4						
Wheeling Police Department	Wheeling	Yes	1	10	2023-08-01T16:30:00Z	Public Demonstration, Event Security, and Monitoring Crowds at Public Event (National Night Out)	Heritage Park / Performance Pavilion	Yes	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-08-04T09:30:00Z	Missing Person / Death Investigation	Lake Arlington	Yes	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-08-30T14:00:00Z	Scene Documentation (Fatal Crash)	1505 Busse Rd Elk Grove Village	No	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-09-01T10:28:00Z	Exigent circumstances, report of a man with a gun	McHenry Rd and Weiland Rd	No	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-09-27T01:18:00Z	Scene Documentation (Fatal Crash) MCAIR 23-23-0926	Elmhurst Rd and Prospect Heights Blvd	No	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-10-23T12:05:00Z	Structure Photography	175 McHenry Rd Fire Station	No	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-12-08T08:55:00Z	Village Property Photography/Survey	1) Milwaukee Rd and Lake Cook Rd 2) Lake Cook Rd and Lake Cook Rd	Yes	No
Wheeling Police Department	Wheeling	Yes	1	10	2023-12-10T08:48:00Z	Fatal Crash Scene Documentation WPD 23-15760	Palatine Rd west of Canadian National	No	No
Wheeling Police Department	Wheeling	Yes	1	10	2024-06-24T16:00:00Z	Event Security and Monitoring Crowds at Public Event (Rock the Runway)	Chicago Executive Airport	Yes	No
Whiteside County Sheriff's Office	Morrison	Yes	1	2	2024-01-19T17:00:00Z	Checking for ice jams along the rock river	Erie Illinois	No	No
Whiteside County Sheriff's Office	Morrison	Yes	1	2	2024-01-30T11:30:00Z	Checking for ice jams in the Rock River	Howard Road	No	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-06-30T12:15:00Z	Missing Person Search	Will County	No	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-07-13T12:10:00Z	Missing Person Search	Will County	Yes	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-11-10T12:35:00Z	Search for Suspect	Lockport	No	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-11-16T12:00:00Z	Personal Injury Vehicle Crash in woods	Will County assisting Illinois State Police	No	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-11-20T12:10:00Z	Missing Person Search	Lockport	No	No
Will County Sheriff's Office	Joliet	Yes	7	7	2023-12-18T12:45:00Z	Vehicle Crash search for injured driver	Will County	Yes	No
Will County Sheriff's Office	Joliet	Yes	7	7	2024-03-13T00:10:00Z	Search Warrant overwatch	Romeoville	Yes	No
Williamson County Sheriff's Office	Marion	Yes	2	0					
Williamsville Police Department	Williamsville	No	0	0					
Wilmington Police Department	wilmington	Yes	1	2	2023-10-12T14:15:00Z	Fleeing offenders/wanted subjects	Kennedy/Kankakee St in Braidwood, IL	No	No
Wilmington Police Department	wilmington	Yes	1	2	2023-11-25T17:00:00Z	Monitor Christmas parade	N. Water St. Wilmington, IL.	No	No
Winchester Police Department	Winchester	No	0	0					
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-04-01T10:00:00Z	County wide tornado damage assessment	Winnebago County	Yes	Yes
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-05-29T13:45:00Z	Parade route overwatch	Pecatonica, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-06-01T13:30:00Z	Wanted subject standoff	Rockford, IL	Yes	Yes
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-06-15T19:00:00Z	Festival Overwatch	Rockton, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-06-16T19:00:00Z	Festival Overwatch	Rockton, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-06-17T19:00:00Z	Festival Overwatch	Rockton, IL	Yes	Yes
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-06-18T19:00:00Z	Festival Overwatch	Rockton, IL	Yes	Yes
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-07-14T19:00:00Z	Town event Overwatch	Rockton, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-07-29T14:00:00Z	Festival Overwatch	Loves Park, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-08-12T22:00:00Z	Fleeing subject search	South Beloit, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-10-28T16:00:00Z	Parade overwatch	Galena, IL	Yes	Yes
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-11-19T16:45:00Z	Accident reconstruction	Rockford, IL	No	No
Winnebago County Sheriff's Department	Rockford	Yes	9	13	2023-12-02T17:00:00Z	Parade overwatch	Rockton, IL	No	No
Winnetka Police Department	Winnetka	Yes	3	5	2023-07-01T08:30:00Z	Training.	512 Chestnut Street Winnetka, IL 60093	No	No
Winnetka Police Department	Winnetka	Yes	3	5	2023-07-04T09:15:00Z	4th of July parade.	754 Elm Street Winnetka, IL 60093	No	No
Winnetka Police Department	Winnetka	Yes	3	5	2023-07-04T19:06:00Z	4th of July fireworks pre-check.	530 Hibbard Road Winnetka, IL 60093	No	No
Winnetka Police Department	Winnetka	Yes	3	5	2023-11-04T11:35:00Z	Search and rescue for a missing endangered juvenile.	Lake Avenue and Michigan Avenue in	No	No
Winnetka Police Department	Winnetka	Yes	3	5	2024-03-05T21:25:00Z	Traffic crash reconstruction.	4545 W Touhy Avenue Lincolnwood, IL	No	No
Winthrop Harbor Police Dept.	Winthrop Harbor	No	0	0					
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-05-04T12:00:00Z	Woodford County Case 23-WC-09025	700 Block of 1900E. Woodford Court	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-06-18T12:00:00Z	Woodford County Case 23-WC-11990	3 Dogwood Court Goodfield, Woodford	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-01T12:00:00Z	Woodford County Case 23-WC-14732	1311 Carolyn Dr. Minonk, Woodford	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-03T12:00:00Z	Woodford County Case 23-WC-14861	1947 S. Madison St. Lowpoint, Wood	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-17T12:00:00Z	Woodford County Case 23-WC-15849	South Point Park El Paso, Woodford	No	No

Agency Name	City	Do you own drones?	Number of Drones Owned	Number of Flights (survey response)	Date and Time of Take-off	Stated Reason for Flight	Location of Flight	Was any video recorded?	Was video flagged for retention for training purposes.
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-20T13:00:00Z	Woodford County Case 23-WC-16113	1296 County Road 2125E. Roanoke, No	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-20T13:30:00Z	Woodford County Case 23-WC-16113	1296 County Road 2125E. Roanoke, No	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-21T12:00:00Z	Woodford County Case 23-WC-16113	1296 County Road 2125E. Roanoke, No	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-08-22T14:00:00Z	Training	Woodford County Conservation Area	Yes	Yes
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-09-08T14:00:00Z	Public Demonstration	Davenport School Eureka, Woodford	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-09-09T15:00:00Z	Public Demonstration	Metamora Square, Woodford County	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-09-13T02:30:00Z	Woodford County Case 23-WC-18027	Sankoty Lakes, Woodford County	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-09-20T13:00:00Z	Woodford County Case 23-WC-18705	Bayview Legion, Woodford County	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-09-30T13:00:00Z	Woodford County Case 23-WC-19621/ Assisting McLean County Sheriff's Office	Woodford/McLean County Line	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-10-06T13:34:00Z	23-WC-20124	1871 County Road 2500E. Woodford	No	No
Woodford County Sheriff's Office	Eureka	Yes	1	16	2023-12-17T12:00:00Z	Woodford County Case 23-WC-25051	45 Old Germantown Road, Germantown	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-08-01T19:08:00Z	Public Safety Demonstration	Emricson Park Woodstock	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-08-02T16:45:00Z	Health and Safety	400 Block of Lake Ave Woodstock	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-10-05T19:45:00Z	Missing Person	2461 Fairview Cr. Woodstock IL	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-10-09T17:44:00Z	Disaster	321 Lincoln Woodstock	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-11-14T16:58:00Z	Missing Person	2101 Aspen Woodstock	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-12-06T08:00:00Z	Search Warrant	Home Ave. McHenry	No	No
Woodstock Police Department	Woodstock	Yes	2	7	2023-12-08T08:00:00Z	Search Warrant	740 Chippewa Wonder Lake	No	No
Wyandot police Dept	Wyandot	No	0	0					
Yorkville Police Department	Yorkville	Yes	2	16	2023-06-04T07:00:00Z	City of Yorkville Traffic Mapping	Countryside Pkwy / Center Pkwy.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-06-22T00:27:00Z	Fleeing Suspect	2100 block Rochester Dr. Montgomery, IL	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-07-04T09:00:00Z	Missing Juvenile	845 Montgomery Rd. Montgomery, IL	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-07-16T14:20:00Z	Fleeing Suspect	Route 71 / Country Hills Dr.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-08-04T03:05:00Z	Fleeing Suspect	Burr St. / Lymann Loop	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-08-06T00:00:00Z	Fatal Traffic Crash Investigation	Route 126 / Identia Rd.	Yes	Yes
Yorkville Police Department	Yorkville	Yes	2	16	2023-08-25T23:15:00Z	Missing Juvenile	0-100 Block Timber Ridge Dr.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-09-04T14:33:00Z	Missing Adult / Mental Health Crisis	900 block Gillespie Ln.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-10-04T01:16:00Z	Fleeing Suspect	Route 47 / Walker Rd.	Yes	Yes
Yorkville Police Department	Yorkville	Yes	2	16	2023-10-04T11:43:00Z	Death Investigation Evidence Collection	100 block E. Hydraulic St.	Yes	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-10-15T13:50:00Z	Fatal Traffic Crash Investigation	Center Pkwy. / W. Kendall Dr.	Yes	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-10-31T21:20:00Z	Fleeing Suspect	300 block Mulhurm Ct.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-11-03T20:31:00Z	Missing Suicidal Adult	1000 block Station Dr. Oswego, Illinois	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-11-11T12:57:00Z	Missing Juvenile	900 block Fawn Ridge Ct.	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-12-11T17:10:00Z	Missing Juvenile	2400 block Summer Wind Ln. Montg	No	No
Yorkville Police Department	Yorkville	Yes	2	16	2023-12-25T00:27:00Z	Missing Suicidal Adult	0-100 block South St. Bristol, Illinois	No	No
Zion Police Department	Zion	No	0	0					

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Small Unmanned Aerial System (sUAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which small unmanned aerial systems (sUAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Federal Aviation Administration (FAA) -A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information -As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Remote Pilot in Command –Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Visual Observer –The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

606.2 POLICY

Small unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sUAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations, the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/1, et seq.) /the Drone as First Responders Act.

606.3 PRIVACY

The use of the sUAS potentially involves privacy considerations. Absent a warrant, waiver or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas

Small Unmanned Aerial System (sUAS) Operations

where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during sUAS operations.

606.4 SUAS UNIT ORGANIZATION

The Algonquin Police Department sUAS unit will be organized as follows:

606.4.1 SUPERVISOR IN CHARGE

The Chief of Police, or his/her designee, will appoint a supervisor in charge of the sUAS unit. The supervisor in charge shall be responsible for complete oversight of the sUAS unit. Listed below are the following additional responsibilities of the supervisor in charge:

- (a) Ensure that all policies and proper procedures are being followed by the Program Coordinator and all licensed pilots assigned to the sUAS unit.
- (b) Ensuring that all authorized operators and required observers have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- (c) Maintain an active list of Remote Pilots in Command who have completed the required training and possess a valid FAA Remote Pilot Certificate or Temporary Airman Certificate with Small Unmanned Aircraft System Rating.
- (d) Developing uniform protocol for submission and evaluation of requests to deploy a sUAS, including urgent requests made during ongoing or emerging incidents.
- (e) Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- (f) Implementing a system for public notification of UAS deployment.
- (g) Facilitating law enforcement access to images and data captured by the sUAS.
- (h) Reviewing and documenting all quarterly reports received from the Program Coordinator.
- (i) Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

606.4.2 PROGRAM COORDINATOR

The Chief of Police, or his/her designee will appoint a program coordinator who will be responsible for the management of the sUAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

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- (a) Coordinating the FAA Certificate of Authorization (COA), and/or 14 CFR 107 application process, ensuring that all certifications are current.
- (b) Obtaining any and all necessary FAA waivers (operations over human beings, etc.).
- (c) Developing protocol for conducting criminal investigations involving a sUAS, including documentation of time spent monitoring a subject.
- (d) Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- (e) Developing a protocol for fully documenting all missions.
- (f) Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
- (g) Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules and the Illinois Freedom from Drone Surveillance Act.
- (h) Recommending program enhancements, especially regarding safety and information security.

606.4.3 REMOTE PILOT IN COMMAND

The remote pilot in command is the assigned licensed pilot present on scene. Remote pilots shall be chosen by the Chief of Police, his/her designee, and/or the Supervisor in Charge of the sUAS unit. Listed below are the following responsibilities of the remote pilot in command:

- (a) The decision whether safe conditions exist to deploy the sUAS lies solely with the designated Remote Pilot in Command who shall take the following conditions into consideration prior to conducting a mission:
 - Airspace Conditions
 - Weather Conditions
 - Condition of Remote Pilot in Command
 - Necessary Flight Crew Number and Condition of Crew
 - Condition of sUAS and Associated Equipment
 - The Remote Pilot in Command's understanding of their abilities and capabilities of the sUAS
- (b) Prior to the operation and use of any sUAS, the Remote Pilot in Command shall conduct an inspection of the sUAS and its associated equipment for any conditions which would adversely affect the safe operation of the sUAS.
- (c) If at any time during a flight mission the Remote Pilot in Command experiences any problematic condition with the sUAS, its associated equipment, or other outside factors, the Remote Pilot in Command will safely land the sUAS to assess and remedy the problem prior to continued use.

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- (d) If at any time during a flight mission, the Remote Pilot in Command believes that the situation or conditions dictate that the mission is no longer safe or feasible, the Remote Pilot in Command shall safely land the sUAS and cease all sUAS operations.
- (e) Upon the completion of any flight mission, the UAS Flight Documentation Form, as well as all necessary associated paperwork, shall be completed and submitted to the Program Coordinator or Supervisor assigned to the sUAS program.
- (f) Notify the McHenry County or Kane County States Attorney's Office when a sUAS deployment occurs, when required by state law.

See attachment: [DRONE FLIGHT REPORT \(UPDATED\) 2024.02.pdf](#)

See attachment: [DRONE SAO NOTIFICATION \(FILLABLE\) v2024-02-1.pdf](#)

606.5 USE OF SUAS

Only authorized operators who have completed the required training shall be permitted to operate the sUAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

sUAS operations should only be conducted consistent with FAA regulations.

The Department may not use the sUAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather

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or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency. Any law enforcement agency operating a drone under this paragraph shall make every reasonable attempt to photograph only the building/structure and to avoid other areas.
- (h) To demonstrate the capabilities and functionality of a police drone for public relation purposes, provided that no information is collected or recorded by the drone during such demonstration.
- (i) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (j) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for sUAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a sUAS owned by a private third party and information gathered by a sUAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a sUAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a sUAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 RESTRICTIONS

- 1. The sUAS shall not be used:
 - (a) To conduct random surveillance activities.
 - (b) To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
 - (c) To harass, intimidate, or discriminate against any individual or group.
 - (d) To conduct personal business of any type.
 - (e) Purposefully disturb or pursue wildlife.
- 2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - (a) Conduct a pre-flight check to ensure the sUAS in condition for safe operation.

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- (b) Keep the sUAS in visual line of sight.
 - (c) Fly at or below 400 feet above ground level.
 - (d) Fly at or below 100 mph.
 - (e) Yield right of way to manned aircraft.
 - (f) Must not fly from a moving vehicle, except in rural areas.
 - (g) During an emergency situation, deviations from policy are permitted.
 - (h) Flight outside of daylight and twilight hours must be done with Anti-Collision lighting that can be seen for 3 Statute Miles. (Dimming of Anti-Collision lighting may only be done when safety is a concern.
- 3. The sUAS shall not be weaponized.
 - 4. The program supervisor or their designee shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
 - 5. Personnel shall notify the program supervisor or their designee when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

606.7 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the rules and regulations in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- (a) All recordings are considered investigative property of the Algonquin Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- (b) Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner, recordings without written authorization by the program coordinator or supervisor in charge of the program.
- (c) Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- (d) Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

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606.8 RETENTION OF UAS INFORMATION

The Records Department supervisor shall destroy all information gathered by the sUAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the sUAS.

606.9 REPORTING

606.9.1 ACCIDENT REPORTING

1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - (a) Serious injury to any person or loss of consciousness.
 - (b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - (a) Name and contact information for operators and witnesses.
 - (b) Type of operation.
 - (c) Type of device and registration number/certificate.
 - (d) Event location and incident details.
 - (e) Evidence collection such as photos, video, and device confiscation, if necessary.

606.9.2 REPORTING REQUIREMENTS

1. Every remote pilot in command shall be responsible for completing all of the following documentation when required by this departmental policy or state law:
 - (a) Algonquin Police Department UAS Flight Documentation Form
 - (b) Algonquin Police Department States Attorney's Office Notification Form
2. Copies of the above forms shall be submitted to the Supervisor in Charge and Program Coordinator.

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3. The completion of the above steps shall be noted in the remote pilot in commands report.
4. Annually, by April 1, the program supervisor or their designee shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, 725 ILCS 167/35.

606.10 PROVIDING SUAS ASSISTANCE

The Algonquin Police Department sUAS Unit is authorized to assist other law enforcement agencies with sUAS deployment, provided all of the aforementioned criteria is met. The determination as to whether or not a member or members of the sUAS Unit will be dispatched to assist will be made by the on-duty shift supervisor. The on-duty supervisor is to make their determination based on the availability of Unit personnel and the severity of the incident for which assistance is requested. In the event that a member of the Unit is available at the time of the request, that member is to be consulted regarding the current weather conditions and the status of the sUAS equipment and will provide a recommendation as to whether or not a deployment is feasible.

The Algonquin Police Department will retain footage of recorded flights that are requested by another law enforcement agency and will follow the aforementioned retention schedule for those recordings. Copies of the recordings may be released to the agency requesting assistance, with those copies becoming the property of the receiving agency.

606.11 DISCLOSURE OF SUAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the sUAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.12 COMPLIANCE WITH THE DRONES AS FIRST RESPONDERS ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a sUAS pilot has willfully violated the Act, the Department shall promptly remove the pilot

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from its sUAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

DRONE FLIGHT REPORT (UPDATED) 2024.02.pdf

**ALGONQUIN POLICE DEPARTMENT
UAS FLIGHT DOCUMENTATION**

REPORT #

REASON FOR FLIGHT (Check All That Apply)				SAO NOTIFICATION REQUIRED	
<input type="checkbox"/> Terrorist Attack <input type="checkbox"/> Search Warrant <input type="checkbox"/> Missing Person <input type="checkbox"/> Disaster / Public Health <input type="checkbox"/> Crime Scene Photography		<input type="checkbox"/> Traffic Crash Photography <input type="checkbox"/> Infrastructure Inspection <input type="checkbox"/> Demonstration <input type="checkbox"/> Special / Routed Event <input type="checkbox"/> Training		<input type="checkbox"/> Harm to Life <input type="checkbox"/> Forestall Escape <input type="checkbox"/> Destruction of Evidence	
GENERAL INFORMATION					
DATE	TIME	AUTHORIZING SUPERVISOR	VIDEO/STILL IMAGES <input type="checkbox"/> Yes <input type="checkbox"/> No	IF YES, FOOTAGE WAS: <input type="checkbox"/> Deleted <input type="checkbox"/> Evidence <input type="checkbox"/> Training Purposes	
LOCATION		REPORT TITLE		MAX ALT. TO BE FLOWN	
REMOTE PILOT IN COMMAND		VISUAL OBSERVER		LENGTH OF FLIGHT (MINUTES)	
UAS USED FOR FLIGHT <input type="checkbox"/> Mavic Pro 2 EA <input type="checkbox"/> Mavic Mini 2 <input type="checkbox"/> Other:					
DRONE SIGNS PLACED <input type="checkbox"/> Yes <input type="checkbox"/> Yes, 24 Hrs Prior <input checked="" type="checkbox"/> No		DISPATCH NOTIFIED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LAANC AUTHORIZATION NUMBER (When Required)		
LAND AUTHORIZATION – LIST ALL (include name, location, type of consent obtained)					
REQUIRED/COURTESY NOTIFICATIONS					
<input type="checkbox"/> Huntley Northwestern Hospital (224)654-0000 <input type="checkbox"/> Advocate Sherman (847)742-9800 <input type="checkbox"/> Lake in the Hills Airport 3CK (815)479-7960 <input type="checkbox"/> Other: <input type="checkbox"/> Special Government Interest (SGI) for exigent waiver if needed 202-267-8276					
WEATHER CONDITIONS Max Wind: 27mph Min Visibility: 3 miles Min/Max Temp: -4°F/113°F Ceiling: 500 ft below clouds					
SOURCE	METAR LOCATION (if Applicable)	TIME RECORDED	TEMPERATURE		
WIND DIRECTION	WIND SPEED	VISIBILITY	CLOUD CEILING/STATUS		
DRONE SET-UP			OPTIONAL ATTACHMENT ASSEMBLY		
YES	NO	DNA	YES	NO	DNA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Extend Arms / Attach & Secure Legs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install Search Lights
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Remove Gimbal Cover / Attach Camera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install/Activate Anti-Collision Lights
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Inspect and Install Propellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install/Use Loudspeaker
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Inspect UAS for Damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install/Secure Drop Device
PRE-FLIGHT CHECKS			POST FLIGHT		
YES	NO	DNA	YES	NO	DNA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Check Airspace and Flight Restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Notify dispatch flight ended
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Scan for People and Other Hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Complete report
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Brief Visual Observer/Flight Crew	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Send SAO notification as required
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Ensure Remote and UAS Are Linked			
FLIGHT NOTES/EQUIPMENT ISSUES					

DRONE SAO NOTIFICATION (FILLABLE) v2024-02-1.pdf



VILLAGE OF ALGONQUIN
ALGONQUIN POLICE DEPARTMENT



Attention: County State's Attorney's Office **Date:** _____

The following is a notification from the Algonquin Police Department on behalf of Chief Dennis Walker, pursuant to the Illinois Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: _____ **Time of Deployment:** _____

Length of Deployment: _____ **# of drones deployed:** _____

Location of deployment: _____

Purpose:

☐ Prevent harm to life ☐ Forestall escape of a suspect ☐ Prevent destruction of evidence

Video footage recorded

(yes/no): _____ No

Is the video being kept as evidence

(yes/no): _____ No

Was any drone video footage obtained from a private third party (yes/no): No

APD Report # _____ **Title of Report:** _____

Charges authorized (indicate if Misd. or Felony): _____

Drone pilots who conducted the deployment: _____

Supervisor authorizing the deployment: _____

Summary of reasonable suspicion (attach additional pages if necessary):

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Administrative Division Commander shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

BARTLETT POLICE DEPARTMENT



Subject: Small Unmanned Aircraft Systems (sUAS)

Operations Order 224

Issued: September 5, 2019

Rescinds: N/A

Effective Date: September 5, 2019

Termination Date: N/A

**Reference CALEA Standards:
17.5.2, 43.1.4, 43.1.5**

Amended Date: June 20, 2023

Related Directives: N/A

PURPOSE: This order establishes guidelines under which a small unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY: It is the policy of the Bartlett Police Department to ensure authorized Department members are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS shall be in strict compliance to relevant statutes, the Illinois Drones as First Responders Act (PA 103-0101), the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/), privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

I. Definitions

- A. **Federal Aviation Administration (FAA)**—A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- B. **Information**—As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- C. **Parade**—A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- D. **Remote Pilot in Command**—Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.
- E. **Routed Event**—A parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- F. **Small Unmanned Aircraft System (sUAS)**—A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft. Also known as, and referred to in this order as, a drone.
- G. **Special Event**—A concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- H. **Visual Observer**—The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

II. Program Coordinator and Team Supervisor

- A. The Investigations and Support Services Commander is designated as the sUAS Program Coordinator, responsible for the management of the Department's small unmanned aircraft program. The Program Coordinator has the following responsibilities:
1. Supervision of the Team Supervisor in matters related to the sUAS program.
 2. Ensure that policies and procedures conform to current laws, regulations, and best practices.
 3. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
 4. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and Department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
 5. Annually, by April 1, report to the Illinois Criminal Justice Information Authority the following information: (725 ILCS 167/35(a))
 - a. The number of drones owned by the Department.
 - b. The number of times a drone was used pursuant to each paragraph of 725 ILCS 167/15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c. The report shall contain a copy of the Department's latest policy concerning drones as of the most recent April 1.
 6. Implement and make publicly available on the Department's website the Department's policy governing the operation, use, administration, and oversight of its drone program. (725 ILCS 167/35(c))
- B. A Department supervisor with the rank of Sergeant or above and selected by the Chief of Police is the sUAS Team Supervisor. The Team Supervisor assists the Program Coordinator with the management of the Department's small unmanned aircraft program. The Team Supervisor shall have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training. The Team Supervisor has the following responsibilities:
1. Supervision of officers assigned to the sUAS in matters related to the sUAS program.
 2. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
 3. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
 4. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
 5. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
 6. Develop sUAS inspection, maintenance, and record keeping protocols to ensure continuing airworthiness of the sUAS, up to and including its overhaul or life limits.
 7. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 8. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
 9. Facilitate law enforcement access to images and data captured by the sUAS.
 10. Recommend program enhancements, especially regarding safety and information security.
 11. Ensure established protocols are followed by monitoring and providing quarterly program reports to the commander responsible for the program.
 12. Conduct a documented annual audit of the program and flight documentation.

III. Training

- A. Prior to authorization to operate a sUAS, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.

- B. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or Department policy.
- C. Additional training may be provided at periodic intervals for officers displaying a substandard performance in the use of sUAS equipment.

IV. Use of the sUAS

- A. The Department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations: **(43.1.4)**
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of forty-five (45) days, renewable by a judge upon showing good cause for subsequent periods of forty-five (45) days.
 - 3. Upon reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of forty-eight (48) hours. Within twenty-four (24) hours of the sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - a. Notification to the applicable State's Attorney's office shall be accomplished using the Notification of Drone Deployment form (Annex III). The remote pilot in command shall complete the form and submit it to the Team Supervisor for approval. The Team Supervisor shall request the Chief of Police, or his/her designee, to sign the form within twenty-four (24) hours of the deployment. The Team Supervisor shall fax or email the completed form to the State's Attorney's Office and submit the form to the Records Section for filing with the Incident/Offense Report or supplemental report.
 - 4. If the Department is not undertaking a criminal investigation but is:
 - a. Attempting to locate a missing person;
 - b. Engaging in search and rescue operations; or
 - c. Aiding a person who cannot otherwise be safely reached.
 - 5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - 6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
 - 7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
 - 8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 - 9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. The Department's Public Safety Answering Point (PSAP) is DuComm.
 - 10. If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:
 - a. Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;

- b. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - c. The drone is flown in accordance with Federal Aviation Administration safety regulations.
- 11. Under Section B.10 above, the Department may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - 1) To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - 2) To evaluate crowd size and density;
 - 3) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - 4) To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - 5) To assess the traffic and pedestrian flow around the event in real time.
- C. Requests to deploy the sUAS flight shall be made to the Team Supervisor who will advise as to the status of the proposed flight.
- D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- E. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
- F. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.
- G. All uses of the sUAS shall be documented on an Incident/Offense report or supplemental narrative. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.
- H. All uses of the sUAS shall be documented by the remote pilot in command on an sUAS Flight Report (Annex I) and submitted to the Team Supervisor for approval. Additionally, the remote pilot in command shall complete the sUAS Flight Log (Annex II) which shall be maintained in a binder with the sUAS.

V. Accident Reporting

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - (a) the cost of repair including materials and labor does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - 1. Name and contact information for operators and witnesses.
 - 2. Type of operation.
 - 3. Type of device and registration number/certificate.
 - 4. Event location and incident details.
 - 5. Evidence collection such as photos, video, and device confiscation, if necessary.

- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

VI. Restrictions

- A. The sUAS shall not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Any situation outside what is considered an authorized Department use as outlined in this policy.
- B. Use of Facial Recognition:
Department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:
1. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 2. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
- C. Use of Weapons:
Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)
- D. sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation.
 2. Keep the sUAS in visual line of sight.
 3. Fly during day or twilight hours.
 4. Fly at or below 400 feet above ground level.
 5. Fly at or below 100 mph.
 6. Yield right of way to manned aircraft.
 7. Must not fly over people.
 8. Must not fly from a moving vehicle, except in rural areas.
 9. During an emergency situation, deviations from policy are permitted.
- E. The Team Supervisor shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- F. A Department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

VII. Privacy Considerations

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the Department shall obtain a search warrant prior to conducting the flight. (43.1.5)

VIII. Equipment Inspection and Care

- A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures. **(17.5.2)**
- B. Prior to use, assigned officers shall:
 - 1. Using the sUAS Flight Report (Annex I), inspect the sUAS and related equipment to verify proper functioning and ensure batteries are fully charged in accordance to the manufacturer's recommendations.
 - 2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

IX. Security and Retention of Recordings

- A. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
- B. All recordings are considered investigative property of the Bartlett Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Team Supervisor.
- D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- E. Pursuant to 725 ILCS 167/20(a), the Department shall destroy all information gathered by the sUAS within the following timeframes:
 - 1. Destruction within thirty (30) days after being gathered pursuant to:
 - a. 725 ILCS 167/15(1) (terrorist attack);
 - b. 725 ILCS 167/15(2) (search warrant);
 - c. 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence);
 - d. 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - e. 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - f. 725 ILCS 167/15(6) (disaster or public health emergency); or
 - g. 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
 - 2. Destruction within twenty-four (24) hours after being gathered pursuant to:
 - a. 725 ILCS 167/15(10) (routed event or special event).
 - 3. All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- F. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section E above, a Department supervisor may retain particular information if:
 - 1. There is reasonable suspicion that the information contains evidence of criminal activity;
 - 2. The information is relevant to an ongoing investigation or pending criminal trial;
 - 3. The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - 4. The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))

G. Information Disclosure:

1. Pursuant to 725 ILCS 167/25, the Department shall not disclose any information gathered by the drone, except a Department supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
4. Nothing in the Illinois Drones as First Responders Act (PA103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

H. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.

I. The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

X. Information Obtained from Private Drones

- A. The Department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section IV.B above.
- B. Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.
- C. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

XI. Assistance to Other Agencies

- A. The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a Department assigned operator respond with the equipment and operate it. All assists shall be documented in an Incident Report and a copy provided to the Team Supervisor. Assists to other agencies shall also require the completion of the sUAS Flight Report, the sUAS Flight Log, and the Notification of Drone Deployment form, if applicable.

XII. Policy Requirements and Violations

- A. The Illinois Drones as First Responders Act (PA103-0101) requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))

- B. The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:
1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))
- C. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))
- D. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))
- E. Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))

By Order of:
Chief of Police

Bartlett Police Department

sUAS Flight Report



Case Information				
Date of Call Out:	Time of Call Out:	Date of Flight:	Time of Flight:	Report Number:
Location of Flight:			sUAS:	
Pilot Information				
Remote Pilot in Command/Licensed:		Visual Observers:	LAANC #:	
Weather Information				
Winds/Gusts:	Visibility:	Cloud Cover:	Precipitation:	Temperature:
Additional Notes:				
Pre-Flight Information				
Flight Purpose:		Waivers Required (Check):		Authorization (Check):
Crime:		Night Operation:		Search Warrant:
Crash:		Visibility:		Public Property:
Other:		Airspace:		Consent: By:
Number	Airspace			Completed
1	Unrestricted Airspace, TFR Check, NOTAMS, etc.			
2	Potential Obstructions and Hazard Check			
Number	Weather			Completed
1	Visibility (3+ Statute Miles)			
2	Cloud Cover (500ft Vertical, 2000ft Horizontal)			
3	Winds (<22MPH), Temperature (14°F+)			
Number	sUAS Inspection			Completed
1	Structure, Propellers, Battery(s), iPad and Controller Inspection			
2	Micro SD Examination/Inserted			
3	Anti-Collision Lighting (3 SM's) if Night Flight			
Number	sUAS Set-Up			Completed
1	Attach Display to Controller/Cables			
2	Power Up Controller and sUAS/Check Battery Levels			
3	Remove sUAS from Case and Exit Travel Mode (4x Switch)			
4	Power Down sUAS			
5	Attach Camera/Check Security of Camera			
6	Attach Propellers			
7	Flight Pre-Flight Overall Inspection			

Bartlett Police Department

Number	Flight Area Examination	Completed
1	Identify Perimeter and Flight Path/Hazards	
2	Identify Higher Detail Area/Verify Evidence Marking	
3	Place 3 Evidence Markers for Measure Configuration (+30' Apart)	
Number	Personnel Briefings	Completed
1	Notify Communications	
2	Brief Visual Observer (VO) and All Flight Crew (if applicable)	
3	Prepare Flight Area/Notify Bystanders	
4	Verify Remote Pilot in Command License/Waivers on Scene	
5	Brief Area Personnel and Clear Scene/Give Alerts	
Number	sUAS Flight Information	Completed
1	Establish Take Off Location/+20' Radius/No Overhead Obstruction	
2	Power Up Controller and Launch DJI Application	
3	Power Up sUAS	
4	Confirm JPG Capture Mode and Camera Transmission	
5	Confirm GPS Mode Activated (Green Light)	
6	Launch and Hover Check (Flight Control Responses/Telemetry)	
7	Begin Flight Operations/Lift Landing Gear	
Number	sUAS Flight Capture	Completed
1	100' Overview Pass/80% Overlap, Each Point in 5 Photos, Center Scene	
2	50' Survey Grid/75% Overlap, Each Point in 4 Photos, 3 Passes/Edge, Center, Edge, Shoulder, Sidewalks, Topography Highlights, etc.	
3	15'-25' Evidence Grid/50% Overlap, Each Point in 3 Photos, Paint/Marker and Evidence	
4	25' Vehicle Path/50% Overlap, Each Point in 3 Photos	
5	15'-25' Vehicle Orthographics (Overhead 90%)/50% Overlap, Each Point in 3 Photos	
6	15'-25' Vehicle Oblique (Sides)/360*, 20' Away	
7	50'-75' Oblique (45* End Caps)/From Each End of Scene/Road Edges and Center	
8	200' Single Pass Overhead	
9	Highest and Lowest Altitude	
Number	sUAS Return Flight	Completed
1	Check Hazards/Clear and Safe Landing Zone	
2	Lower to 25' and Hover	
3	Lower Landing Gear	
4	Review Images	
5	Remove, Inspect, and Secure Propellers	
6	Remove, Inspect, and Secure Camera	
7	Remove sUAS Battery(s), Shut Down Controller and iPad/Secure	

Bartlett Police Department

Number	Final Scene Documentation	Completed
1	Advise All that sUAS Flight Mission is Complete	
2	Measure and Photograph Calibration Reference Markers	
RP 1 to RP 2 Distance (ft):	RP 2 to RP 3 Distance (ft):	RP 1 to RP 3 Distance (ft):
Signatures		
Reporting Officer:		Supervisor Approval:

Bartlett Police Department

[illegible]



Bartlett Police Department



228 S. Main Street, Bartlett, Illinois 60103

Phone (630) 837-0846

Facsimile (630) 837-0865

Notification of Drone Deployment

Attention: _____ County State's Attorney's Office
(Name of County)

Date: _____

The following is a notification from the Bartlett Police Department on behalf of Chief Geoffrey Pretkelis, pursuant to the Illinois Freedom From Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent drone deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: _____

Time of Deployment: _____

Length of Deployment: _____

of Drones Deployed: _____

Location of Deployment: _____

Purpose (Circle One):

Prevent Imminent Harm of Life

Forestall the Imminent Escape of a Suspect

Prevent Destruction of Evidence

Video Footage Recorded: Yes No

Is Video Footage Being Kept as Evidence: Yes No

Was Drone Video Footage Obtained From a Private Third Party: Yes No By: _____

BPD Report #: BAPC

Title of Report: _____

Charges Authorized (Indicate if Misdemeanor/Felony): _____

BPD Drone Pilots Who Conducted the Deployment: _____

Supervisor Authorizing the Deployment: _____

Summary of Reasonable Suspicion (Attach Additional Pages if Necessary): _____

Date/Time This Notification Was Faxed/Emailed to the S.A.O.: _____

Person Submitting This Notification to the S.A.O.: _____

Chief of Police or Designee Signature: _____

SAO Fax Numbers: Cook County: (847) 818-2323

DuPage County: (630) 407-8151

Kane County: (630) 232-6508

SAO Emails: Cook County: statesattorney@cookcountyil.gov

Kane County: saopdemail@co.kane.il.us

DuPage County SAO Emails: nancy.donahoe@dupageco.org Nichole.Lazcano@dupageco.org Haley.Medernach@dupageco.org

Page _____ of _____



Phone (630) 837-0846 Facsimile (630) 837-0865

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Federal Aviation Administration (FAA) - A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information - As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Remote Pilot in Command - Person directly responsible for and is the final authority as to the operation of the Unmanned Aerial System (UAS).

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

Visual Observer - The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

Unmanned Aerial System

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a sworn supervisor to be the UAS program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Ensuring that the FAA Certificate of Waiver or Authorization (COA) is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment, when appropriate.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.

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- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 TRAINING PRIOR TO USE OF THE UAS

Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the UAS and the procedures outlined in this policy.

Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, and to incorporate changes, updates, or other revisions to FAA requirements, statutes, or departmental policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of UAS equipment.

606.6 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

UAS operations should only be conducted consistent with FAA regulations.

The Batavia Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a

Unmanned Aerial System

period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.

- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency be issued prior to use.
- (g) To conduct the inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Requests to deploy the UAS shall be made to the program coordinator or on-duty supervisor to determine if the proposed flight will be permitted. If permitted, the UAS operator shall complete the established pre-flight checklist. [See attachment: UAS Pre and Post Flight Checklist.pdf](#)

When appropriate, notification of the UAS deployment should be made to the public and/or media outlets.

606.6.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

606.6.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

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606.7 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.8 INSPECTION AND CARE OF THE EQUIPMENT

The UAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Caution should also be taken to ensure the equipment is not stored in extreme temperatures.

Prior to use, assigned officers shall:

- Using an equipment checklist, inspect the UAS and related equipment to verify proper functioning and ensure the battery is adequately charged in accordance with manufacturer recommendations.
- Inspect the body of the UAS, inspect the charging and camera cables to look for signs of visible damage, and ensure the propellor blades are in flight worthy condition.

606.9 RETENTION OF UAS INFORMATION

The program coordinator shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

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606.10 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.11 REPORTING

The program coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.11.1 ACCIDENT REPORTING

The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in charge must report accidents to the FAA in the following situations:

- Serious injury to any person or loss of consciousness.
- Damage to any property, other than the UAS, unless one of the following conditions is satisfied:
 - The cost of the repair including materials and labor does not exceed \$500.00, or
 - The fair market value of the property does not exceed \$500.00 in the event of a total loss.

When an accident meets the FAA reporting criteria above, the remote pilot in command should provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

The remote pilot in command is required to initiate a police report for any accident involving the UAS. The police report shall include the following information:

- Name and contact information for operators and witnesses.
- Type of operation (i.e. search and rescue, training, search warrant, etc.).

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- Type of device and registration number/certificate.
- Event location and incident details.
- Evidence collection such as photos, video, and device confiscation, if necessary.

606.11.2 DEPARTMENT REPORTING REQUIREMENTS

Every remote pilot in command shall be responsible for completing the following documentation after any non-training-related deployment of a UAS:

- (a) Batavia Police Department UAS Deployment Log.
- (b) Batavia Police Department Drone Use Notification to State's Attorney's Office Form, when required. [See attachment: UAS Use Notification to SAO.pdf](#)

Copies of the above form shall be submitted to the on-duty supervisor and the program coordinator, when applicable.

Any UAS deployment shall be documented in a corresponding general case report.

606.12 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

UAS Pre and Post Flight Checklist.pdf



Batavia PD Pre-Flight Checklist

- 1) Determine applicable 'Drone as First Responder Act' exception.
- 2) Obtain Supervisor approval for flight.
- 3) Determine if LAANC Authorization is required and obtain if needed.
- 4) Check METAR for weather. Remember, minimum 3-mile visibility and must fly at least 500' below the cloud deck.
- 5) Provide notifications as appropriate or required.
 - Tri-Com Dispatch (630) 232-6739
 - DuPage Airport (630) 587-7823
 - Northwestern Delnor Hospital (630) 208-3000
- 6) If exigent waiver of FAA rules is required for Special Government Interest (SGI) call 202-267-8276.
- 7) Turn on Mobile Hotspot. RC controller should automatically connect to provide maps and service updates. You may need to apply mandatory service updates before flight.
- 8) Prepare UAS and RC Controller.
 - Check UAS for damage.
 - Inspect camera, gimbal and propellers.
 - Extend and secure arms.
 - Attach optional accessories as needed.
 - Make sure Controller Stick Mode is set properly. (Default is #2)
- 9) Review known hazards and concerns, then brief visual observer.

Batavia PD Post-Flight Checklist

- 1) Notify Tri-Com (and others) that the flight has ended.
- 2) Inspect UAS for damage.
- 3) Transfer or delete images and video as required by Act exception.
- 4) Perform any deferred updates to controller or drone.
- 5) Shut down Controller and Mobile Hotspot.
- 6) Complete 'BPD UAV Deployment Log' (Shared Excel Document)
- 7) Document flight in case report or supplemental report.
Include private property landing authorization if relevant.
- 8) Send SAO notification if required.

UAS Use Notification to SAO.pdf



Batavia Police Department

Drone Use Notification to State's Attorney's Office

Attention: _____ Date: _____

The following is a notification from the Batavia Police Department on behalf of Chief Shawn Mazza, pursuant to the Illinois Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: _____ Time of Deployment: _____

Length of Deployment: _____ # of drones deployed: _____

Location of deployment: _____

Purpose:

☐ Prevent harm to life ☐ Forestall escape of a suspect ☐ Prevent destruction of evidence

Video footage recorded (yes/no): _____ Is the video being kept as evidence (yes/no): _____

Was any drone video footage obtained from a private third party (yes/no): _____

BPD Report # _____ Title of Report: _____

Charges authorized (indicate if Misd. or Felony): _____

Drone pilots who conducted the deployment: _____

Supervisor authorizing the deployment: _____

Summary of reasonable suspicion (attach additional pages if necessary):

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.10 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Unmanned Aerial System

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The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

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- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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UAS operations should only be conducted consistent with FAA regulations.

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- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

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Unmanned Aerial System

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The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

608.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

608.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

608.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

608.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

BLOOMINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS)

Reviewed by: Lieutenant T. McClusky	Effective Date: July 15, 2023
Authorized by: Chief Jamal A. Simington	Revision Date:

PURPOSE

The purpose of this policy is to establish guidelines under which a small, unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Bloomington Police Department to ensure authorized personnel are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

DEFINITIONS

Small Unmanned Aircraft System (sUAS) – A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Drone Team Leader: Sworn supervisor responsible for the day-to-day management and usage of the small, unmanned aircraft.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Parade: As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. “Parade” does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Routed Event: Means a parade, walk, or race that:

(1) is hosted by the State of Illinois or a country, municipality, township, or park district.

(2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. “Routed Event” does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event: For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

a. Is hosted by the State of Illinois or a county, municipality, township, or park district.

b. Is outdoors and open to the public.

c. Has an estimated attendance of:

1. 150 or more people in a unit of local government with a population that is less than 50,000.

2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.

3. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.

4. 500 or more people in a unit of local government with a population that is 500,000 or more

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURES

DRONE TEAM LEADER

The commander assigned to the sUAS program appoints a drone team leader who is responsible for the management of the department's small, unmanned aircraft program. The drone team leader ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the drone team leader:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
3. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
5. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
6. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
7. Develop sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
8. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
9. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules
10. Facilitate law enforcement access to images and data captured by the sUAS.

11. Recommend program enhancements, especially regarding safety and information security.
12. Ensure established protocols are followed by monitoring and providing quarterly program reports to the commander responsible for the program.
13. Conduct a documented annual audit of the program and flight documentation.
14. Coordinate and implement a regular training curriculum to maintain proficiencies and stay apprised of current trends.

TRAINING PRIOR TO USE OF sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

DEPARTMENT USE OF sUAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to [725 ILCS 167/15](#), the sUAS may not be used to gather information, except during the following type of situations:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the Chief

of Police or designee must report its use, in writing, to the applicable State's Attorney's Office (See attachment A, [States Attorney Notification of Drone Use form](#)).

4. To locate a missing person while not also undertaking a criminal investigation.

5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.

a. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.

b. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.

c. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas.

6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.

7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.

8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.

9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2

of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.

10. The Special Events Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.

a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:

1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.

2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.

3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:

a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.

b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:

1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.

2. To evaluate crowd size and density.

3. To identify activity that could present a public safety issue for the crowd, including crowd movement.

4. To assist in the response of public safety personnel to a real-time public safety incident at the event. 5. To assess the traffic and pedestrian flow around the event in real-time.

C. Requests to deploy the sUAS flight shall be made to the Drone Team Leader or designee.

D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

E. At the conclusion of each deployment, any recordings or images shall be securely downloaded, and proper evidence procedures shall be followed.

F. All uses of the sUAS will be documented on a spreadsheet maintained by the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

ACCIDENT REPORTING

A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:

1. Serious injury to any person or loss of consciousness.
2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information: 1. Name and contact information for operators and witnesses. 2. Type of operation. 3. Type of device and registration number/certificate. 4. Event location and incident details. 5. Evidence collection such as photos, video, and device confiscation, if necessary

C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at <https://faadronezone.faa.gov/#/>

RESTRICTIONS

A. The sUAS will not be used to:

1. Conduct random surveillance activities or requests for information.
2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.

3. Harass, intimidate, or discriminate against any individual or group.
4. Conduct personal business of any type.
5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:
 - a. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
 - A. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation. This is covered in Attachment B, [UAS Flight Inspection Form](#).
 2. Keep the sUAS in visual line of sight.
 3. Fly during daylight hours or at night per requirements defined in 14 CFR 107.29.
 4. Fly at or below 400 feet above ground level.
 5. Fly at or below 100 mph.
 6. Yield right of way to manned aircraft.

7. Must not fly over people, unless the operation meets the requirements defined in 14 CFR 107.39 & 107.105.

8. Must not fly over moving vehicles, unless the operation meets the requirements defined in 14 CFR 107.145.

9. During an emergency situation, deviations from policy are permitted.

B. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.

C. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

PRIVACY CONSIDERATIONS

A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

INSPECTION AND CARE OF EQUIPMENT

A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

B. Prior to use, assigned officers shall:

1. Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations. (See Attachment B, aUAS Operational Checklist)

2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

SECURITY OF RECORDINGS/INFORMATION DISCLOSURE

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

A. All recordings are considered investigative property of the Bloomington Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.

C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

D. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in the "Department Use of UAS" section of this policy, the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

1. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.

2. A law enforcement agency uses a sUAS for the circumstances outlined in the "Department Use of UAS" section of this policy shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.

3. Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

RECORDS RETENTION

A. If a law enforcement agency uses a sUAS for the reasons specified in the "Department Use of UAS" section of this policy, the agency shall destroy all information gathered by the sUAS within the following timeframes:

1. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or dispatched calls for service shall be destroyed within 30 days after being gathered.

2. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.

3. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.

4. Notwithstanding the above, a supervisor at a law enforcement agency may retain particular information if:

a. There is reasonable suspicion that the information contains evidence of criminal activity.

b. The information is relevant to an ongoing investigation or pending criminal trial.

c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.

d. The information consists of only flight path data, metadata, or telemetry information of the drone.

REPORTING

A. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:

1. Number of sUAS it owns.

2. Number of times a sUAS was used pursuant to the categories of use specified in the "Department Use of UAS" section of this policy, including the date of use, time of use,

reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.

3. The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.

B. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.

C. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

INFORMATION FROM PRIVATE DRONES

A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in the "Department Use of UAS" section of this policy.

B. Private parties may voluntarily submit information acquired by the privately-owned drone to the police department.

C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

POLICY VIOLATIONS

A. In the event the Drone Team Leader learns of any violations to this policy, the team leader shall notify the Commander responsible for the department's sUAS Program to determine the next steps to include immediate actions to prevent future violations through any of the below means:

1. Training.

2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations.

B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the sUAS Program and take actions to prevent future willful and wanton violations of this policy.

C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:

1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.

2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.

3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.

D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.

E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use sUAS under the "Department Use of UAS" section of this policy for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Blue Island Police Department (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



BOLINGBROOK POLICE DEPARTMENT

GENERAL ORDER # 59

SUBJECT: Unmanned Aircraft Systems Operations and Procedures

ISSUED BY: Chief Mike Rompa

EFFECTIVE DATE: 1/07/2021

RESCINDS:

TITLE: Unmanned Aircraft Systems Operations and Procedures

I. PURPOSE

The purpose of this directive is to establish guidelines and procedures governing the utilization of small unmanned aircraft systems (sUAS) by the Bolingbrook Police Department.

II. POLICY

It is the policy of the Bolingbrook Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

III. DEFINITIONS

Authorized Remote Pilot: A person who has successfully completed Federal Aviation Administration (FAA) 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.

Flight Crewmember: Any person having a primary or supporting role in a sUAS operation. This includes, but is not limited to, remote pilots in command, persons manipulating the controls and visual observers.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Person Manipulating the Controls (PMC): A person other than the remote pilot in command (PIC) who is controlling the flight of an sUAS under the supervision of the remote PIC.

Remote Pilot in Command (PIC): An Authorized Remote Pilot who is directly responsible for and is the final authority as to the operation of the small unmanned aircraft during a flight.

Small Unmanned Aircraft System (sUAS): A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer (VO): The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

IV. PERSONNEL

A. PROGRAM COORDINATOR

1. The sUAS program coordinator is responsible for the management of the small unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. The program coordinator or his designee shall also be responsible for:
 - A. Maintaining and/or renewing any applicable FAA certificates, registrations or waivers.
 - B. Ensuring Authorized Remote Pilots maintain Federal Aviation Administration (FAA) 14 CFR 107 certification and complete department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
 - C. Conducting audits of flight documentation at regular intervals.
 - D. Conducting inspections of the equipment and reporting any damage, missing equipment, and the need for maintenance or replacement parts.
 - E. Annual reporting (by April 1) to the Illinois Criminal Justice Information Authority the number of sUAS owned by the Department. (725 ILCS 167/35).

B. AUTHORIZED REMOTE PILOTS

1. Authorized Remote Pilots are selected by the program coordinator and must be certified as a remote pilot per Federal Aviation Administration (FAA) 14 CFR 107 guidelines.
2. Authorized Remote Pilots will undergo periodic refresher training on sUAS equipment to ensure continued effective use, operation of the equipment and to

incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

3. Any officer that is to operate an sUAS must complete training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.

V. DEPLOYMENT CONSIDERATIONS

1. All deployments of sUAS must be authorized by the Chief of Police, his designee or a sworn supervisor.
2. The department will obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating any sUAS, and ensure these documents are current.
3. The state's attorney office having jurisdiction in a deployment area shall be notified of a sUAS deployment within 24 hours of deployment, when operating under section 9(c). Notification shall be made in the following manner:
 - a. Will County: On-Call ASA - (815) 405-0298
 - b. DuPage County: Nancy Donahoe - donahoe@dupageco.org
3. sUAS equipment shall be inspected and tested prior to each deployment to verify the proper functioning of all equipment and the airworthiness of the device. Only Authorized Remote Pilots shall conduct such inspection and testing. Equipment damage and/or malfunction shall be brought to the attention of the program coordinator.
4. sUAS shall not be modified from manufacturer specifications or fitted with additional equipment without prior authorization of the Chief of Police or his designee.
5. sUAS will only be operated by Authorized Remote Pilots who have been trained and certified in the operation of the system, or by duly trained officer(s) under the direct supervision of the Remote Pilot in Command.
6. When feasible, the flight crew for a sUAS deployment should consist of the remote Pilot in Command and a visual observer.

7. Prior to deployment of a sUAS, a department approved pre-flight checklist will be completed by a member of the flight crew.
8. In accordance with FAA operating limitations, all sUAS will:
 - a. Be flown in visual line of sight (VLOS)
 - b. Be flown during daylight or civil twilight hours (30 minutes prior to sunrise and 30 minutes after sunset). When flown during civil twilight, all sUAS shall be equipped with anti-collision lights that are capable of being visible for at least 3 statute miles (sm). Nighttime operations are prohibited until such time the department obtains an FAA Certificate of Waiver (CoW).
 - c. Be flown at or below 400 feet above ground level (AGL), unless flown within a 400-foot radius of a structure and not higher than 400 feet above the structure's immediate uppermost limit.
 - d. Be flown with a visibility, as observed from the control station, of no less than 3 statute miles (sm).
 - e. Be flown no less than 500 feet below a cloud and no less than 2000 feet horizontally from a cloud.
 - e. Be flown at or below 100 mph.
 - f. Yield right of way to manned aircraft.
 - g. Not fly directly over a person who is not under a safe cover.
 - h. Not fly from a moving vehicle, except in sparsely populated areas.
 - i. An operator of a sUAS may only deviate from these limitations as is necessary during an emergency.
9. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24

hours of the sUAS initiation under this paragraph, the chief of police must report its use, in writing, to the state's attorney.

- d. To locate a missing person while not also undertaking a criminal investigation.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.
 - e. Any use of sUAS for purposes other than training or the above circumstances is prohibited.
10. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport or operating airport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office or appropriate airport authority.
- | | | |
|----------------------|-----------------------------|----------------------|
| a. AMITA Hospital: | Security Office | 630-312-3999 |
| | Matt Johnson (Security Mgr) | 630-808-7919 |
| b. WeatherTech: | Joe Delgiudice | 630-442-4617 |
| c. Clow Airport: | Joe DePaulo | 630-514-6730 |
| | | 630-378-0479 |
| d. Lewis University: | Chris Lawson | 815-838-9497 ext.114 |
| | | 815-838-9512 |
11. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets with approval of the Chief of Police.
12. At the conclusion of each deployment, any information obtained shall be securely downloaded and proper evidence procedures shall be followed. The sUAS equipment and all data, images, video, and metadata captured.

recorded, or otherwise produced by the equipment is the sole property of the department.

13. Any deployment of the sUAS will be documented on a form or database. Information to be documented shall include:
 - a. Reason for the flight
 - b. Date, time and location of the flight
 - c. Person who authorized the deployment
 - d. Flight Crewmembers
 - e. Summary of the activities covered, actions taken, and outcome of the deployment
 - f. State's Attorney notification details (name, date, time), if applicable
14. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

VI. ACCIDENT REPORTING

1. Pursuant to FAA 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after an accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - a. Serious injury to any person or loss of consciousness.
 - b. Damage to any property, other than the sUAS, unless:
 - i. The cost of repair including materials and labor does not exceed \$500.00 or
 - ii. The fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. When an accident meets the criteria listed above, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: https://www.faa.gov/uas/report_accident/.
3. Any accident involving the sUAS, including those that do not meet the reporting requirements established by the FAA, shall be reported to the program coordinator.

VII. INFORMATION SECURITY

- A. All information gathered by sUAS is considered property of the Bolingbrook Police Department. The utmost care and caution shall be taken to ensure that information is not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute information without authorization of the Chief of Police or his designee.
- C. Any violations related to unauthorized edits, alterations, and dissemination of information shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

VIII. INFORMATION RETENTION

- A. Pursuant to 725 ILCS 167/20, the department shall destroy all information gathered by the sUAS within 30 days, except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- B. When the information does not fall under the statutory exemptions, documentation pertaining to use of the sUAS, such as location, date, time, scope of the mission is not subject to being destroyed within 30 days.
- C. The retention of information that is exempt from the 30-day requirement is at the discretion of the Chief of Police or his designee or determined by the completion of the criminal investigation or criminal trial.
- D. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in 725 ILCS 167/25
- E. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- F. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an on-going investigation or pending criminal trial.

IX. ISSUING AUTHORITY

This General Order will supersede any directives or understandings in conflict.

By order of:

Mike Rompa

01-07-2021

Mike Rompa – Chief of Police

Date

Small Unmanned Aircraft Systems (sUAV)

319.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which a small, unmanned aircraft may be utilized and the storage, retrieval, and dissemination of images and data captured by such systems.

319.2 POLICY

It is the policy of the Boone County Sheriff's Office to ensure authorized personnel are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

319.3 DEFINITIONS

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Drone Team Leader: Sworn supervisor responsible for the day-to-day management and usage of the small, unmanned aircraft.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade: As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. *"Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.*

Public Health Emergency: As defined in 20 ILCS 3305/1, the Illinois Emergency Management Agency Act, means an occurrence or imminent threat of an illness or health condition that: (a) is believed to be caused by any of the following: bioterrorism, the appearance of a novel or previously controlled or eradicated infectious agency or biological toxin, a natural disaster, a chemical attack or accidental release or a nuclear attack or accident and (b) poses a high probability of any of the following harms: a large number of deaths in the affected population, a large number of serious or long-term disabilities in the affected population or widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

Public Safety Answering Point (PSAP): As defined in 50 ILCS 750, the Emergency Telephone System Act, means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Routed Event: Means a parade, walk, or race that (1) is hosted by the State of Illinois or a country, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. *"Routed Event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event: For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. *A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b. Is outdoors and open to the public.
- c. Has an estimated attendance of:
 1. 150 or more people in a unit of local government with a population that is less than 50,000.
 2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 3. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.
 4. 500 or more people in a unit of local government with a population that is 500,000 or more.

Visual Observer: The person designated by the Remote Pilot in Command to assist the Remote Pilot in Command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

319.4 DRONE TEAM LEADER

The supervisor assigned to the sUAS program appoints a Drone Team Leader who is responsible for the management of the department's small, unmanned aircraft program. The Drone Team Leader ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the Drone Team Leader:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department-approved training in the operation, applicable laws, policies, and procedures regarding the use of the sUAS

3. Ensure protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Maintain operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
5. Maintain inspection and maintenance logs to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to the chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
7. Ensure retention and purge periods are maintained in accordance with established records retention schedules.
8. Recommend program enhancements, especially regarding safety and information security.
9. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the commander responsible for oversight of the program.

319.5 TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Assigned officers will undergo training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

319.6 DEPARTMENT USE OF UAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to the Drone as First Responder Act, 725 ILCS 167/15, the sUAS may be used to gather information during the following situations:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 2. If the law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the chief executive officer of the law enforcement agency must report its use, in writing, to the local state's attorney. See department's Drone Notification to the State's Attorney's Office form.
4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached.
5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.
 - b. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas.
6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.
8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.

10. The Special Events Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.
 - a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:
 1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.
 2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.
 3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:
 1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 2. To evaluate crowd size and density.
 3. To identify activity that could present a public safety issue for the crowd, including crowd movement.
 4. To assist in the response of public safety personnel to a real-time public safety incident at the event.
 5. To assess the traffic and pedestrian flow around the event in real-time.
 - c. Requests to deploy the sUAS flight shall be made to the Drone Team Leader or designee.
 - d. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

- E. At the conclusion of each deployment, any recordings or images shall be securely downloaded and proper evidence procedures shall be followed.
- F. All uses of the sUAS will be documented on a spreadsheet maintained by the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

319.7 ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - 1. Name and contact information for operators and witnesses.
 - 2. Type of operation.
 - 3. Type of device and registration number/certificate.
 - 4. Event location and incident details.
 - 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

319.8 RESTRICTIONS

- A. The sUAS will not be used to:
 - 1. Conduct random surveillance activities or requests for information.
 - 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation. Refer to Standard Operating Procedure 402.1.1 Racial or Bias Based Profiling.
 - 3. Harass, intimidate, or discriminate against any individual or group.
 - 4. Conduct personal business of any type.
 - 5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.

6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:
 - a. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
 8. Any situation outside what is specified in Section 319.6 (B).
- B. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the sUAS is in safe operation. This is covered in Section 319.10.
 2. Keep the sUAS in visual line of sight.
 3. Fly at or below 400 feet above ground level or structure.
 4. Fly at or below 100 mph.
 5. Yield right of way to manned aircraft.
 6. Must not fly from a moving vehicle, except in rural areas.
 7. During an emergency situation, deviations from policy is permitted.
- C. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the Drone Team Leader when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

319.9 PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

319.10 INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Drone Team Leader as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, assigned officers shall:
 - 1. Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations.
 - 2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

319.11 SECURITY OF RECORDINGS/INFORMATION DISCLOSURE

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Drone Team Leader.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in Section 319.6 (B), the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 - 1. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.
 - 2. A law enforcement agency uses a sUAS for the circumstances outlined in Section 319.6 (B) shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.
 - 3. Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

319.12 RECORDS RETENTION

- A. If a law enforcement agency uses a sUAS for the reasons specified in Section 319.6 (B) of this policy, the agency shall destroy all information gathered by the sUAS within the following timeframes:
1. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or Public Safety Answering Point (PSAP) dispatched calls for service shall be destroyed within 30 days after being gathered.
 2. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.
 3. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
 4. Notwithstanding the above, a supervisor at a law enforcement agency may retain particular information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity.
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
 - c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.
 - d. The information consists of only flight path data, metadata, or telemetry information of the drone.

319.13 REPORTING

- A. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:
1. Number of sUAS it owns.
 2. Number of times a sUAS was used pursuant to the categories of use specified in Section 319.6 (B) of this policy, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 3. The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.
- B. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.

- C. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

319.14 INFORMATION FROM PRIVATE DRONES

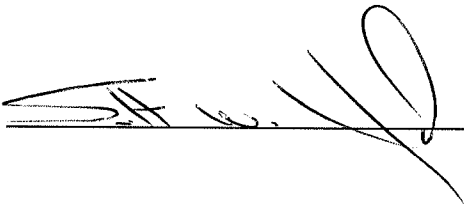
- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section 319.6.
- B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

319.15 POLICY VIOLATIONS

- A. In the event the Drone Team Leader learns of any violations to this policy, the team leader shall notify the Commander responsible for the department's sUAS Program to determine the next steps to include immediate actions to prevent future violations through any of the below means:
 - 1. Training.
 - 2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations. Refer to Standard Operating Procedure 26.1 Disciplinary Procedures for information about the discipline process.
- B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the sUAS Program and take actions to prevent future willful and wanton violations of this policy.
- C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.
 - 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.
- D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.

- E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use sUAS under Section 319.6 of this policy for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.

Sheriff's Signature



Date

10/9/23

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

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The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
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- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
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- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
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The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Department supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Department supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

CHAMPAIGN POLICE DEPARTMENT

POLICY and PROCEDURE

POLICY NUMBER: 41.19

SUBJECT: UNMANNED AIRCRAFT SYSTEMS

EFFECTIVE DATE: 02/05/24

REVISED DATE:

REFERENCE ILEAP:

REFERENCE CALEA:

INDEX AS:

- 41.19.1 PROGRAM COORDINATOR
- 41.19.2 TRAINING PRIOR TO UAS USE
- 41.19.3 DEPARTMENT UAS USE
- 41.19.4 ACCIDENT REPORTING
- 41.19.5 RESTRICTIONS
- 41.19.6 PRIVACY CONSIDERATIONS
- 41.19.7 INSPECTION AND EQUIPMENT CARE
- 41.19.8 SECURITY RECORDINGS
- 41.19.9 RECORDS RETENTION
- 41.19.10 REPORTING
- 41.19.11 INFORMATION FROM PRIVATE UASs

PURPOSE:

The purpose of this policy is to establish guidelines under which an unmanned aircraft system, hereinafter referred to as UAS, may be utilized and the storage, retrieval, and dissemination of images and data captured by such systems.

POLICY STATEMENT:

It is the policy of the Champaign Police Department to enhance the mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the UAS will be in strict compliance with relevant statutes, privacy rights, the FAA, and 14 CFR 107 requirements.

DEFINITIONS:

Commander: Deputy Chief or Lieutenant assigned as the direct supervisor of the Program Coordinator. The Commander is responsible for ensuring that all UAS usage by the department under this program complies with all applicable state and federal laws and regulations as well as internal policy.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Program Coordinator: Supervisor responsible for the day-to-day management and usage of unmanned aircraft.

Public Safety Answering Point (PSAP): As defined in 50 ILCS 750, the Emergency Telephone System Act means

the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command: The person directly responsible for and is the final authority as to the inflight operation of the unmanned aircraft.

Routed Event: A parade, walk, or race that is (1) hosted by the State of Illinois or a county, municipality, township, or park district, (2) is outdoors and open to the public, and (3) has an estimated attendance of more than 50 people. A routed event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event: A concert or food festival that (1) is hosted by the State of Illinois or a county, municipality, township, or park district, (2) is outdoors and open to the public, and (3) has an estimated attendance of 150 or more people in a unit of local government with a population that is less than 50,000, 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000, 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000, or 500 or more people in a unit of local government with a population that is 500,000 or more. A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Unmanned Aircraft System (UAS): An unmanned aircraft, commonly referred to as a drone, that does not carry a human operator and is capable of sustaining directed flight, whether programmed or remotely controlled, and all of the supporting or attached systems designed for gathering information through imaging, recording, other means.

Visual Observer: A person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the aircraft's flight controls to see and avoid other air traffic or objects aloft or on the ground.

41.19.1 PROGRAM COORDINATOR

The commander assigned to the UAS program appoints a program coordinator responsible for managing the Department's unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:

- A. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
- B. Ensure authorized remote pilots in command have completed the required FAA and 14 CFR 107 training

and Department approved training in the operation, applicable laws, policies, and procedures regarding UAS use.

- C. Develop a uniform protocol for submitting and evaluating requests to deploy the UAS, including urgent requests made during ongoing or emerging incidents.
- D. Develop a protocol for conducting criminal investigations involving the UAS, including documentation of time spent monitoring a subject.
- E. Implement a system for notification to the public and media outlets regarding UAS deployment when appropriate.
- F. Develop an operational protocol governing the safe deployment and operation of a UAS, along with documenting all missions.
- G. Develop UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- H. Develop a protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to the chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- I. Develop a protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
- J. Facilitate law enforcement access to images and data captured by the UAS.
- K. Recommend program enhancements, especially regarding safety and information security.
- L. Conduct a documented annual year-end review of the program to determine its overall success and provide recommendations for any improvements. The report shall be forwarded to the commander responsible for program oversight.

41.19.2 TRAINING PRIOR TO UAS USE

- A. Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the Department to understand how to use the UAS and the procedures outlined in this policy.
- B. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use and operation and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy. Additional training may be provided periodically for personnel displaying substandard performance using UAS equipment.

41.19.3 DEPARTMENT UAS USE

- A. The Department must obtain applicable authorizations, permits, or certificates as required by the FAA prior to deploying or operating the UAS and ensure these documents are current.
- B. Pursuant to the Freedom from Drone Surveillance Act, 725 ILCS 167/15, the UAS may not be used to gather information except during the following types of situations:
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - 3. Upon a reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the UAS initiation under this paragraph, the chief of police must report its use, in writing, to the state's attorney.
 - 4. To locate a missing person while not undertaking a criminal investigation.
 - 5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner.
 - a. Using the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - b. Regarding lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required.
 - c. The Department shall make every reasonable attempt only to photograph the crime scene or traffic crash scene and to avoid other areas.
 - 6. To obtain information necessary for determining whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
 - 7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph shall make every reasonable attempt to

photograph only the building or structure and to avoid other areas.

8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.
10. The Special Events Sergeant shall consult with the UAS program coordinator to determine if a UAS should be utilized during a special event, parade, or routed event to prepare for or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants. If the Department is going to use a UAS at a routed event or special event, the use of a UAS under this paragraph requires that:
 - a. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a UAS may be used at the upcoming event for the purposes of real-time monitoring of participant safety. The Special Event Sergeant is responsible for ensuring the posting of the signs.
 - b. A notice is posted, if practical, at major entry points to the event and clearly communicates to the participants that a UAS may be used for the purpose of real-time monitoring of participant safety.
 - c. The UAS is flown in accordance with Federal Aviation Administration safety regulations. The Department can use the UAS for the following:
 - i. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further than no recording information is used in any criminal prosecution.
 - ii. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:
 - 1) To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a

breach of an event barricade or fencing.

- 2) To evaluate crowd size and density.
- 3) To identify activity that could present a public safety issue for the crowd, including crowd movement.
- 4) To assist in the response of public safety personnel to a real-time public safety incident at the event.
- 5) To assess the traffic and pedestrian flow around the event in real-time.

- C. Requests to deploy a UAS shall be made to a supervisor. All UAS deployments will be reported to the program coordinator and commander.
- D. Whenever possible, if the UAS is flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- E. When appropriate, notification of the UAS deployment shall be made to the public and/or media outlets.
- F. After each deployment, the recordings shall be securely downloaded, and proper evidence procedures shall be followed.
- G. All uses of the UAS will be documented on a spreadsheet maintained by the program coordinator. The information documented shall include the following:
 1. The reason for the flight.
 2. The date, time, and location.
 3. The person who approved of the deployment.
 4. Assigned staff.
 5. A summary of the activities covered, actions taken, and deployment outcome.

41.19.4 ACCIDENT REPORTING

- A. The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within ten days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the UAS, unless one of the following conditions is satisfied:
 - a. The cost of repair, including materials and labor, does not exceed \$500.00, or,
 - b. The property's fair market value does not exceed \$500.00 in the event of a total loss.

- B. The remote pilot in command is required to initiate a police report for any accident involving the UAS. The police report shall include the following information:
 - 1. Name and contact information for operators and witnesses.
 - 2. Type of operation.
 - 3. Type of device and registration number/certificate.
 - 4. Event location and incident details.
 - 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at <https://faadronezone.faa.gov/#/>

41.19.5 RESTRICTIONS

- A. The UAS will not be used to:
 - 1. Conduct random surveillance activities or requests for information.
 - 2. Target a person based solely on individual characteristics such as, but not limited to, race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 - 3. Harass, intimidate, or discriminate against any individual or group.
 - 4. Conduct personal business of any type.
 - 5. Any situation outside what is specified in Section 41.19.3 (B).
- B. UAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below but are not limited to:
 - 1. Conduct a pre-flight check to ensure the UAS is in condition for safe operation as outlined in Section 41.19.7.
 - 2. Keep the UAS in the visual line of sight unless it is being operated within a structure, and/or officer safety would be jeopardized.
 - 3. Fly at or below 400 feet above ground level or structure.
 - 4. Fly at or below 100 mph.
 - 5. Yield right of way to manned aircraft.
 - 6. Must not fly from a moving vehicle, except in rural areas.
 - 7. During an emergency situation, deviations from policy are permitted.

- C. The program coordinator shall request a certificate waiver from the FAA, which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the UAS operation can be safely conducted under the terms of the certificate waiver.
- D. No person may manipulate the flight controls of a UAS or act as a remote pilot in command, visual observer, or direct participant in the operation of a UAS if he or she knows or has reason to know that he or she has a physical or mental condition that would interfere with the safe operation of the UAS.
 - 1. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the UAS.

41.19.6 PRIVACY CONSIDERATIONS

- A. Use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the UAS will collect evidence of criminal wrongdoing and/or if the UAS will be used in a manner that may intrude upon a reasonable expectation of privacy, the Department will obtain a search warrant prior to conducting the flight.

41.19.7 INSPECTION AND EQUIPMENT CARE

- A. The UAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to UAS use, barring urgency due to exigent circumstances, prior to UAS use, assigned officers shall:
 - 1. Using an equipment checklist, inspect the UAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations.
 - 2. Inspect the body of the UAS, the charging, and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight-worthy condition.
 - 3. If the aforementioned pre-deployment inspections are unable to be completed because of exigent

circumstances, they shall be completed post-deployment.

41.19.8 SECURITY RECORDINGS

- A. Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
- B. All recordings are considered investigative property of the Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute recordings in any manner without authorization by the program coordinator.
- D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- E. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

41.19.9 RECORDS RETENTION AND INFORMATION DISCLOSURE

- A. UAS recordings will be maintained pursuant to 725 ILCS 167/20, and within 30 days of the recording, the Department shall destroy all information, except when there is reasonable suspicion that the information contains evidence of criminal activity, the information is relevant to an ongoing investigation or pending criminal trial, the information is required to be retained to comply with local records commission retention schedules, or the information will be used exclusively for training purposes. The program coordinator is responsible for ensuring this is accomplished.
- B. When the recording does not fall under the statutory exemptions, documentation pertaining to the use of the UAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within 30 days of a recording.
- C. The retention of recordings that are exempt from the 30-day requirement is determined by the program coordinator or determined by the completion of the criminal investigation or criminal trial.
- D. Information gathered by a UAS is subject to the Freedom of Information Act.

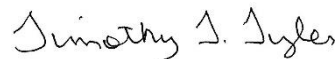
41.19.10 REPORTING

- A. Annually, by April 1, the program coordinator shall report Department UAS program information to the Illinois Criminal Justice Information Authority (ICJIA), as required by 725 ILCS 167/35.
- B. Information required to be reported to the ICJIA is:
 - 1. The number of UASs owned by the Department.
 - 2. The number of UAS deployments, including:
 - a. Date and time of deployment;
 - b. Reason for deployment;
 - c. Location of deployment;
 - d. Whether video was recorded; and,
 - e. Whether the video was designed for retention for training purposes.
 - 3. A copy of the Department's most recent UAS policy as of April 1 of the current year.

41.19.11 INFORMATION FROM PRIVATE UASs

- A. The Department may utilize information from private UAS only to undertake the tasks outlined in Section 41.19.3.
- B. Private parties may voluntarily submit information acquired by a privately-owned UAS to the Department.
- C. The Department shall not disclose any information gathered by the private UAS. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

ISSUING AUTHORITY



Timothy T. Tyler
Police Chief
Champaign Police Department

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Channahon Police Department

Policy Manual

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The UAS Program Coordinator shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The UAS Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Chester Police Department
UNMANNED AERIAL SYSTEM (UAS) POLICY

PURPOSE and SCOPE

The purpose of this policy is to establish guidelines for the use of an Unmanned Aerial System (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

The Chester Police Department will operate the UAS in accordance with the guidelines/rules of Part 107 of the Federal Aviation Administration (FAA) and the Certificate of Authority (COA).

The Small Unmanned Aircraft (UA) will not operate in an area not covered by Part 107 or approved Certification of Authority (COA) unless an emergency COA has been obtained, or the FAA has granted permission to operate within a specific area not covered by Part 107.

All Chester Police Department Remote Pilots must obtain a Part 107 License from the FAA and must maintain that license while assigned to the program.

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

Small Unmanned Aircraft (UA) - A small unmanned aerial system weighing less than 55 pounds, including everything that is onboard or otherwise attached to the aircraft, which can be flown without the possibility of direct human intervention from within or on the aircraft.

Small Unmanned Aircraft System (sUAS) - A small UA and its associated elements (including communication links and the components that control the small UA) that are required for the safe and efficient operation of the small UA.

Image - Any capturing of sound waves, thermal, infrared, ultraviolet, visible light or other electromagnetic waves, or other conditions existing on or about real property in this state or an individual located on that property.

Federal Aviation Administration (FAA) - The agency of the United States Department of Transportation responsible for the regulation and oversight of civil aviation within the United States and the operation and development of the National Airspace System.

Certification of Authority (COA) - A document issued by the FAA that allows a public entity to conduct flight operations of a sUAS within a specific area and altitude clearance.

POLICY

A UAS/UA may be utilized to enhance the Department's mission of protecting lives and property

when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with individuals' constitutional and privacy rights and the Federal Aviation Administration (FAA) regulations. This policy is supplemented by the Small Unmanned Aircraft System (sUAS), Standard Operating Procedures (SOP) manual prepared by the FAA which is approved by the Chief of Police. In the event of a conflict between this policy, and any SOP, the provisions of this policy shall prevail.

PRIVACY

The use of the UAS/UA potentially involves privacy considerations.

(a) Absent a warrant or exigent circumstances, operators and observers shall adhere to Federal Aviation Administration (FAA) altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure).

(b) Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

(c) Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

PROGRAM COORDINATOR(S)

The Chief of Police will be responsible for the management of the UAS program.

The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices, and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current;
- Ensuring that all authorized operators and required observers have completed all required FAA and Department approved training in the operation, applicable laws, policies, and procedures regarding the use of a UA/UAS;
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents

Deployment of a UAS/UA shall require authorization of the Chief or the authorized designee, depending on the type of mission;

- Developing protocols for conducting criminal investigations using a UAS, including documentation of time spent monitoring a subject;
- Developing operational protocols governing the deployment and operation of a UAS/UA including, but not limited to:

- Safety oversight;
- Use of visual observers;
- Establishment of lost link procedures, and
- Secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions;
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits;
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to the chain of custody requirements;
- Using electronic trails, including encryption, authenticity certificates, and date and time stamping, as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody;
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules;
- Facilitating law enforcement access to images and data captured by the UAS;
- Recommending program enhancements, particularly regarding safety and information security, and
- **Ensuring that established protocols are followed by monitoring and providing quarterly reports on the program to the Chief of Police.**

ADDITIONAL COORDINATOR RESPONSIBILITIES

Additional duties of the program coordinator include:

- (a) Ensuring the U/A is kept in an airworthy status;
- (b) Ensuring the U/A is properly marked with an "N" number as required by federal regulations and has "POLICE" prominently displayed making it identifiable as a Chester Police Department aircraft;
- (c) Ensuring crew members have developed written pre-flight procedures that are utilized before deployment;
- (d) Ensuring crew members have developed written launch procedures that are utilized during the launching of the aircraft, and

(e) Ensuring crew members have written System Emergency Procedures that are rehearsed and monitored for during the flight.

USE OF UA.

Only authorized operators who have completed the required training shall be permitted to operate the UAS/UA.

During ANY tactical deployment of the Chester Police Departments UAS, one officer must provide armed security of the Remote Pilot in Charge (PIC).

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protected privacy interest, or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS shall only be used pursuant to a valid search or arrest warrant, or if the image is captured

- (a) In the immediate pursuit of a person law enforcement officers have reasonable suspicion or probable cause to suspect has committed a felony;
- (b) For the purpose of documenting a crime scene where a felony has been committed;
- (c) For the purpose of investigating the scene of:
 - 1. A death investigation;
 - 2. A motor vehicle accident causing death or serious bodily injury to a person, or
 - 3. Any motor vehicle accident on a city street, state highway or federal interstate or highway.
- (d) In connection with the search for a missing person;
- (e) For the purpose of conducting a high-risk tactical operation that poses a threat to human life;
- (f) Of private property that is generally open to the public where the property owner consents to law enforcement public safety responsibilities;
- (g) To survey an area to determine if a state of emergency should be declared, or to preserve public safety and protect property during a state of emergency, or
- (h) For the purpose of fire suppression or rescuing a person whose life is in imminent danger.

PHOTOGRAPHIC EVIDENCE

Any evidence (images) obtained from the use of a UA shall be turned in to the Property and Evidence room as outlined in Department Policy 802 and the Property and Evidence Standard Operating Procedures (SOP) manual. Additionally, evidence will be documented in the member's offense or supplemental report.

AIRCRAFT MAINTENANCE

Basic maintenance will be performed by qualified crew members and includes, but is not limited to:

- (a) Cleaning;
- (b) Tightening of nuts or bolts;
- (c) Aircraft payload cleaning, and
- (d) Any other maintenance the crew is able to perform

All other maintenance to the UA will be performed by the manufacturer as required and recommended by the manufacturer.

PROHIBITED USE

The UAS/UA video surveillance equipment shall not be used:

- To conduct random non-mission driven surveillance activities;
- To target a person based solely on individual characteristics, including but not limited to, race, ethnicity, national origin, religion, disability, gender or sexual orientation;
- To harass, intimidate, or discriminate against any individual or group, or
- To conduct any type of personal business.

The UAS shall not be weaponized.

Prior to piloting a UA, members must meet all training requirements mandated by the Department and the FAA. Crew members will participate in regularly scheduled training as required by the coordinator and/or the Chief of Police. All certificates for attendance, achievement, proficiency, or licensing shall be turned into the Chief of Police upon completion.

RETENTION OF UAS DATA

Data collected by the UAS shall be retained as provided in the established records retention schedule.

REPORTING

Images captured by a UA will be stored in compliance with this policy. The UAS Coordinator(s) shall ensure that the information for reports filed with the state is collected and submitted as required by Illinois Law.

August 15, 2021

Chief Bobby A. Helmers



POLICY
CICERO POLICE DEPARTMENT

No.
1110

Subject Small Unmanned Aircraft System (sUAS)	Effective Date February 9, 2024	Revised Date	Total Pages 12
Reference P.A. 103-1010 - Drones as First Responders Act 14 CFR PART 107 CPD Policy 804, "Records Release and Security."	Rescinds	Amends	

POLICY:

It is the policy of the Town of Cicero Police Department that duly trained and authorized agency personnel may deploy sUAS when such use is appropriate in the performance of their official duties, and where deployment and use and the collection and use of any audio/video recordings or other data originating from or generated by the sUAS comport with the policy provisions provided herein, best practices, the authorized flight operations manual and applicable law.

The purpose of this order is to provide personnel who are assigned responsibilities associated with the deployment and use of small unmanned aircraft systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes following the procedures provided herein and applicable law.

The use of sUAS by public safety agencies is increasing nationwide and the department has determined the deployment of sUAS supports the public safety functions of the agency. The Cicero Police Department shall follow the regulations in Illinois Public Act 103-1010 - Drones as First Responders Act.

I. DEFINITIONS:

- A. Definitions from 14 CFR PART 107 - The section of the Code of Federal Regulations that governs the operation of sUAS and provides safety rules for those operations.
 - 1. FEDERAL AVIATION ADMINISTRATION (FAA) - this federal agency is responsible for regulatory control of all aircraft and pilots in the U.S., including unmanned aircraft systems.
 - 2. SMALL UNMANNED AIRCRAFT SYSTEM (SUAS) - An unmanned aircraft weighing less than fifty-five pounds that is operated without the possibility of direct human intervention from within or on the aircraft along with the associated systems required for safe and efficient operation in the national airspace.
 - 3. REMOTE PILOT IN COMMAND (RPIC) - Is a person who holds an FAA remote pilot certificate and has the final authority and responsibility for the operation and safety of an sUAS operation. The RPIC is the person tasked to pilot the sUAS during flight operations.
 - 4. VISUAL OBSERVER (VO) - A person who is designated by the RPIC to assist in maintaining visual line of sight of the unmanned aircraft in order to see and avoid other air traffic or objects aloft or on the ground.
- B. Definitions from Illinois Public Act 103-1010 - Drones as First Responders Act:

1. "Authority" means the Illinois Criminal Justice Information Authority.
2. "Drone" means any aerial vehicle that does not carry a human operator.
3. "Information" means any evidence, images, sounds, data, or other information gathered by a drone.
4. "Law enforcement agency" means any agency of this State or a political subdivision of this State which is vested by law with the duty to maintain public order and to enforce criminal laws.
5. "Parade" means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.
6. "Routed event" means a parade, walk, or race that:
 - (1) is hosted by the State of Illinois or a county, municipality, township, or park district;
 - (2) is outdoors and open to the public; and
 - (3) has an estimated attendance of more than 50 people.

"Routed event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.
7. "Special event" means a concert or food festival that:
 - (1) is hosted by the State of Illinois or a county, municipality, township, or park district;
 - (2) is outdoors and open to the public; and
 - (3) has an estimated attendance of:
 - (i) 150 or more people in a unit of local government with a population that is less than 50,000;
 - (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000;
 - (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or
 - (iv) 500 or more people in a unit of local government with a population that is 500,000 or more.

"Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

II. PRIVACY AND LEGAL CONSIDERATIONS

- A. Department owned, sUAS shall be used to support official public safety operations in a constitutionally and legally sound manner.
- B. sUAS missions shall not be authorized to conduct surveillance of citizens inside their homes or place of worship or within the closed confines of their property or other locations where a person would have a reasonable expectation of privacy without first obtaining a search warrant. The only exception shall be when exigent circumstances exist based upon reasonable suspicion that swift action is necessary to prevent imminent danger to human life.
- C. While operating an sUAS, the RPIC will avoid recording data over locations where a person would have a reasonable expectation of privacy while an sUAS is transiting from one location to another.
- D. RESTRICTIONS - The sUAS shall not be:
 - 1. Deployed or used other than in support of official public safety missions.
 - 2. Operated in an unsafe manner or in violation of FAA rules.
 - 3. Operated in a manner that violates any portion of this order or applicable law.
 - 4. Equipped with weapons, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)
 - 5. Used in combination with facial recognition software, unless either (i) the law enforcement agency is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or (ii) the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
 - 6. Operated outside of the guidelines listed in Small Unmanned Aircraft System (sUAS) Flight Operations Manual.

III. AUTHORIZED MISSIONS

- A. All deployments of the sUAS must be specifically authorized by the Superintendent of police or his designee.
- B. The Cicero Police Department has authorized the use of the sUAS to provide an aerial perspective in responding to emergencies involving exigent circumstances and for the following specific public safety missions:
 - 1. Situational Awareness: To assist decision makers (e.g. incident command staff, first responders and appropriate governmental officials) in understanding the nature, scale and scope of an incident and for planning and coordinating an effective response.
 - 2. Search and Rescue: To assist in locating critically missing persons, during AMBER Alerts, Silver Alerts and other search and rescue missions.

3. Tactical Deployment: To support the tactical deployment of officers and equipment in emergency situations (e.g. incidents involving hostages, armed barricaded subjects, active shooter response or support for large-scale tactical operations and other temporary perimeter security situations).
 4. Visual Perspective: To provide an aerial visual perspective to assist officers in providing direction for crowd control, traffic incident management, special circumstances, temporary perimeter security, hazardous materials response, train derailments or any other incident where an aerial visual perspective would support the public safety operations of the department.
 5. Scene Documentation: To document a crime scene, accident scene or other major incident scenes (e.g. disaster management, incident response, large-scale forensic scene investigation).
 6. Large Area Search: To conduct a search for property (e.g. lost, stolen, used in crime) when the property may reasonably be located in an area where a visual aerial perspective would benefit the search, such as a remote or inaccessible area.
 7. Critical Incident Response Planning: To assist in preparing for the response to a natural or man-made disaster (e.g. damage survey, pre-planning, etc.).
 8. Training: To provide documentation of department training activities when it would assist in training objectives.
 9. Demonstration Purposes: When it would benefit the department to provide a demonstration of sUAS capabilities and when the demonstration has been authorized.
- C. The Drones as First Responders Act does not prohibit the use of a drone by a law enforcement agency:
1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.
 2. If a law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
 3. If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. **Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.**
 4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.

5. If a law enforcement agency is using a drone solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences. The use of a drone under this paragraph (5) on private property requires either a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963 or lawful consent to search. The use of a drone under this paragraph (5) on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search. Any law enforcement agency operating a drone under this paragraph (5) shall make every reasonable attempt to only photograph the crime scene or traffic crash scene and avoid other areas.
6. If a law enforcement agency is using a drone during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act. The use of a drone under this paragraph (6) does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a drone under this paragraph (6) to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a drone under this paragraph (6) is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph (7) shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.
10. If a law enforcement agency is using a drone at a routed event or special event. The use of a drone under this paragraph (10) requires that:
 - a) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and

- c) the drone is flown in accordance with Federal Aviation Administration safety regulations.
11. If a law enforcement agency is using a drone at a routed event or special event, a law enforcement agency may use the drone:
- a) in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - b) during the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - (1) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - (2) to evaluate crowd size and density;
 - (3) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - (4) to assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - (5) to assess the traffic and pedestrian flow around the event in real time.

D. sUAS DEPLOYMENT PROCEDURES:

Unless the RPIC or other UAS flight team member is engaged in a law enforcement related activity while in direct contact with a member of the public, their body-worn camera (BWC) does not need to be activated. Once a flight mission is initiated, procedures including but not limited to the following shall be followed:

1. An RPIC for the authorized flight mission shall be established;
2. A preflight briefing (referenced in this policy) shall be completed by the RPIC or their designee;
3. A preflight inspection (referenced in this policy) of the UAS shall be completed by the RPIC or their designee;
4. As soon as feasible, Cicero Consolidated Dispatch (CCD) personnel shall be notified of the location of the anticipated flight mission by the RPIC or their designee via the police radio;
5. As soon as feasible, Cicero Consolidated Dispatch (CCD) personnel shall be notified via the police radio by the RPIC or their designee once the sUAS has taken flight;
6. As soon as feasible, Cicero Consolidated Dispatch (CCD) personnel shall be notified via the police radio by the PIC or their designee once the UAS flight mission has been terminated; and

7. After each UAS flight mission, the RPIC or their designee shall make proper notification of the flight mission to the sUAS Program Manager and submit a sUAS flight report. When applicable, the RPIC shall also complete a case report or supplemental report, as applicable.

E. REQUESTS FOR ASSISTANCE

1. Requests for the deployment of department-owned sUAS by other law enforcement agencies, public safety organizations, or government entities shall be considered on a case-by-case basis.
2. All such deployments of sUAS must be specifically authorized by the Superintendent of Police, or his designee, and shall comply with the procedures herein, FAA regulations, and applicable law.

F. Community Engagement and Training

The Cicero Police sUAS Team may use the sUAS for Community Engagement and Team Training purposes in line with the restrictions of this policy and the Drones as First Responders Act.

G. Flight Restrictions and no-fly zones-

1. The sUAS flights should be flown within the Town of Cicero unless authorized by the on-duty watch commander or higher authority.
2. The sUAS shall be flown following FAA regulations regarding flight restrictions and no-fly zones.
 - a) Minimum weather visibility is three (3) miles from your control station.
 - b) Maximum allowable altitude is 400 feet above the ground (higher if your sUAS remains within 400 feet of a structure).
 - c) Maximum operational speed is 100 mph (87 knots).
 - d) Particular attention shall be taken by all sUAS pilots regarding the sUAS's altitude and flight paths in relation to the flight paths of Midway airport.
 - e) sUAS pilots with all established FAA no-fly zones.
 - f) sUAS's will generally not be flown over or near medical facilities or schools (during school operating hours) unless the nature of the flight requires such. In this event, the CCD will be notified to contact the school or medical facility in question of the flight).
3. General Operating Requirements:
 - a) Always avoid manned aircraft.
 - b) Never operate the sUAS in a careless or reckless manner.
 - c) Keep the sUAS within sight. Have a visual observer always keep the sUAS within unaided sight.
 - d) You cannot be a pilot or visual observer for more than one sUAS operation at a time.

- e) Do not fly a sUAS over people unless they are directly part of the operation.
- f) Do not operate your sUAS from a moving vehicle.

IV. STAFFING

- A. The Superintendent of Police may designate a supervisor to act as the sUAS Program Manager and to exercise overall management and administrative authority over the sUAS program.

- 1. Duties and responsibilities of the sUAS Program Manager (UPM):

The UPM will ensure that Cicero Police Department sUAS policies and procedures conform to the current laws, regulations, and best practices. The UPM will also have additional responsibilities that include but are not limited to:

- a) Maintaining a record of authorized members in the Cicero Police Department's sUAS Program who have a valid FAA Part 107 Commercial Pilots License and ensuring that licenses are renewed before expiration.
- b) Ensuring that all authorized operators have completed current department-approved training in sUAS operation, applicable laws and policies.
- c) Facilitating law enforcement access to images and data captured by the UAS.
- d) Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- e) Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Superintendent of Police.
- f) Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of sUAS's owned by the Cicero Police Department and all other information required as outlined in this order and the statute. (725 ILCS 167/35)
- g) Preparing the Report to the State's Attorney's Office of Small Unmanned Aircraft Flight Operations form and submitting it to the State's Attorney's Office within 24 hrs. of the flight's purpose was to prevent imminent harm to life, to prevent imminent escape of a suspect, and/or to prevent the destruction of evidence (an immediate notification of the flight to the Superintendent will be made, as well as a copy of the State's Attorney's Report sent to the Office of the Superintendent).
- h) Recommending enhancements regarding safety, information security, current technology and equipment at least annually.
- i) Develop and or coordinate in-service sUAS quarterly training for members of the sUAS Team.

- B. The sUAS program may be staffed by as many police officers and supervisors as the Superintendent of Police may determine necessary.

- C. Sworn members wishing to be considered for assignment to the sUAS unit must submit a written request to the Superintendent of Police including a written recommendation from their current immediate supervisor.
- D. Selection shall be made upon the review of individual requests and the needs of the department.
- E. Only those members who have been selected, trained, and authorized by the Superintendent of Police shall utilize department owned equipment assigned to the sUAS program.
- F. Violations of Policy and Drones as First Responders Act (725 ILCS 167/45)
 - 1. **Violations of this policy or related acts will be initially investigated by the sUAS Program Manager or their designee and the sUAS Manager** shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement.
 - 2. If the Department learns of willful and wanton violations of this Act, the sUAS Manager or Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. Further investigation by the Office of Professional Standards may also be warranted as determined by the Department.

V. TRAINING

- A. Every RPIC shall possess a valid FAA Remote Pilot Certificate and shall be responsible for recertifying as required by the FAA.
- B. An RPIC shall be required to successfully complete an applicable training course, that includes flight operations, before being allowed to conduct any sUAS mission.
- C. Every RPIC shall be required to demonstrate proficiency during flight maneuvers while complying with all procedures contained herein, FAA regulations and applicable laws.
- D. All other personnel assigned to the sUAS unit (camera operator, visual observer) shall receive applicable training before participating in sUAS missions and shall demonstrate proficiency as required.

VI. RECORDINGS

- A. Digital media recorded by an sUAS may include:
 - 1. Video/Audio.
 - 2. Photographs.
 - 3. GPS Logs.
- B. Digital media secured as case records shall be retained on Evidence.com, in accordance with CPD Policy 804, "Records Release and Security" and the Drones as First Responders Act.
 - 1. Information retention. (725 ILCS 167/20)

- a) If a law enforcement agency uses a drone, the agency shall destroy all information gathered by the drone within the following timeframes:
 - (1) All information gathered pursuant to paragraph (1), (2), (3), (4), (5), (6), or (9) of 725 ILCS 167 Section 15 shall be destroyed within 30 days after being gathered.
 - (2) All information gathered pursuant to paragraph (10) of 725 ILCS 167 Section 15 shall be destroyed within 24 hours after being gathered.
 - (3) All information gathered pursuant to paragraph (7) of 725 ILCS 167 Section 15 shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- b) Notwithstanding subsection (a), a Cicero Police supervisor may retain particular information if:
 - (1) there is reasonable suspicion that the information contains evidence of criminal activity;
 - (2) the information is relevant to an ongoing investigation or pending criminal trial;
 - (3) a supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - (4) the information consists of only flight path data, metadata, or telemetry information of the drone.
- C. Information disclosure. (725 ILCS 167/25)
 - 1. If a law enforcement agency uses a drone in accordance with the Drones as First Responders Act, the agency shall not disclose any information gathered by the drone, except that a supervisor of that agency may disclose particular information to another governmental agency if (1) there is reasonable suspicion that the information contains evidence of criminal activity or (2) the information is relevant to an ongoing investigation or pending criminal trial.
 - 2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
 - 3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under this Section.
 - 4. Nothing in this Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

VII. REPORTING/RECORD KEEPING

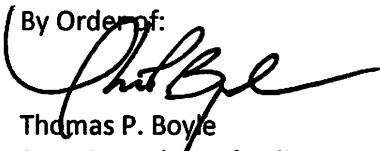
- A. The supervisor assigned as the program manager may cause a report detailing all aspects of sUAS operations to be completed and delivered to the Superintendent of Police at his request. This report may include:
 - 1. The number and types of missions conducted using department sUAS.
 - 2. Training attended by members of the sUAS program.
 - 3. A review of privacy considerations and any applicable changes to law or regulations.
 - 4. The costs and benefits associated with the sUAS program and the feasibility of continuing the program.
 - 5. Any other data requested by the Superintendent of Police.
- B. All record keeping shall comply with the sUAS manufacturer's guidelines, FAA regulations, the procedures contained herein, and applicable law. The following records shall be maintained:
 - 1. Aircraft Maintenance Log - Records shall be kept while an sUAS remains in service with the department. These records shall provide an accurate accounting of the missions flown by the sUAS, preventative maintenance, repairs, and any other applicable information.
 - 2. RPIC Logbooks - The RPIC shall be responsible for documenting each sUAS mission for which they were responsible. At a minimum, this shall include the date, time, mission length, mission type, and any other applicable information.
 - 3. Program Records - Accurate records of training, missions completed, equipment maintenance, and any other applicable information shall be maintained.
 - 4. Accident Reports - Any accident involving a department owned sUAS shall be documented in a written report delivered to the Superintendent of Police. In addition, the accident shall be reported to the FAA if required by CFR Part 107.
- C. Reporting requirements (725 ILCS 167/35)
 - 1. The Department shall report in writing annually by April 1 to the Authority the number of drones that it owns, the number of times a drone was used pursuant to each paragraph of 725 ILCS 167 Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.
 - 2. On July 1 of each year, the Authority shall publish on its publicly available website a concise report that lists every law enforcement agency that owns a drone, and for each of those agencies, the number of drones that it owns, the number of times a drone was used pursuant to each paragraph of 725 ILCS 167 Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

3. Reporting in writing by the Superintendent of Police to the Cook County State's Attorney's Office (form initially filled out by sUAS Program Manager and submitted) of a sUAS (Drone) flight to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence.
4. Making this policy publicly available on the Town of Cicero's official website.

VIII. MAINTENANCE

- A. The maintenance of the sUAS will be coordinated through the program supervisor in conjunction with the licensed pilots.
- B. Only authorized sUAS maintenance and repair providers will be used to provide such maintenance and repair.

By Order of:



Thomas P. Boyle
Superintendent of Police

Unmanned Aerial System

615.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

615.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

615.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

615.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

615.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

615.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

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UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.
- (j) To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration
- (k) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.

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615.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

615.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

615.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

615.7 RETENTION OF UAS INFORMATION

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

615.8 REPORTING

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

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615.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

615.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Sheriff or authorized designee shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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712.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

712.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

712.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

712.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

712.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

712.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

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UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

712.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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712.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

712.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

712.7 RETENTION OF UAS INFORMATION

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

712.8 REPORTING

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

712.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

712.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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185.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

185.1.1 ISSUANCE/EFFECTIVE DATE

This policy was issued on Oct. 2, 2023 and shall become effective upon issuance (statutory updates).

185.1.2 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

185.2 POLICY

It is the policy of the Cook County Sheriff's Office to utilize a UAS to enhance law enforcement operations, while exercising the utmost care to preserve the privacy and civil liberties of the public, and adhere to Federal Aviation Administration (FAA) regulations.

Refer to the Aerial Support Response Team Procedure (Administration Manual) for further guidelines.

185.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure area) in a manner that would exceed the capacity of unassisted human vision at a distance of at least 400 feet. Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

185.4 FLIGHT OPERATIONS SUPERVISOR

The Executive Director of Fleet Management and Logistics, who is responsible for the overall management of the UAS program shall appoint a Flight Operations Supervisor to oversee the Aerial Support Response Team (ASRT) as follows:

- Ensuring that policies and procedures conform to current laws, regulations, and best practices.

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- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for Sheriff's Office operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and Sheriff's Office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Staff or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions including flight log requirements and after-action documentation.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Executive Director over the ASRT or the authorized designee.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.

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- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the Sheriff's Office's current UAS policy is posted on the Sheriff's Office's website (725 ILCS 167/35).

185.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of the Sheriff's Office shall require the express authorization of the Executive Director over the ASRT or the authorized designee. The Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the respective department head must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

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- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

185.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the Sheriff's Office directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Sheriff's Office by a private third party (725 ILCS 167/40).

185.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

185.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

185.7 RETENTION OF UAS INFORMATION

The Executive Director over the ASRT or the authorized designee shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.

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- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

185.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

185.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Sheriff's Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Sheriff's Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

185.10 REPORTING

The Executive Director over the ASRT or the authorized designee shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Sheriff's Office and any other required information to be reported under 725 ILCS 167/35.

Notify the Chief of Staff when a drone is used in circumstances where swift action is needed to prevent imminent harm to life, to forestall the imminent escape of a suspect, or forestall the destruction of evidence. Within 24 hours of the initiation of the use of the drone in these circumstances, the Chief of Staff or the authorized designee shall submit a written report to the State Attorney's Office. Drone use is limited to a period of 48 hours in these circumstances.

The report shall contain a copy of the Sheriff's Office's current UAS policy (725 ILCS 167/35).

COUNTRYSIDE POLICE DEPARTMENT

Title: Unmanned Aerial System (UAS) Operations **Procedure: 4.800**

Date Issued: August 4, 2023

Revised:

PURPOSE:

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY:

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

DEFINITIONS:

Unmanned Aerial System (UAS): An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

PROCEDURE:

A. PRIVACY:

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

B. PROGRAM COORDINATOR:

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

1. Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
2. Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
3. Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
4. Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
5. Implementing a system for public notification of UAS deployment.
6. Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
7. Developing a protocol for fully documenting all missions.
8. Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
9. Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
10. Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
11. Facilitating law enforcement access to images and data captured by the UAS.
12. Recommending program enhancements, especially regarding safety and information security.
13. Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police or his designee.

C. UAS OPERATION

1. Only authorized operators who have completed the required training shall be permitted to operate the UAS. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

2. A UAS should not be flown over populated areas without FAA approval. The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee. The Countryside Police Department may not use the UAS to gather information except (725 ILCS 167/15):
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police or his designee must report its use, in writing, to the State's Attorney.
 - d. To locate a missing person while not also undertaking a criminal investigation.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
 - g. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this exception shall make every reasonable attempt to photograph only the building or structure and to avoid other areas
 - h. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 - i. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using the drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
 - j. A drone can be used at routed events, such as a parade, or special events that meet the criteria set forth in 725 ILCS 167/5.
 - (i) A routed event qualified for the use of a drone must be hosted by a public entity, be outdoors, and have an attendance greater than 50 people.

- (ii) Use of a drone is PROHIBITED at political protests, marches, demonstrations, or other assembly protected by the First Amendment.
- (iii) A special event qualified for the use of a drone is a concert or food festival hosted by a public entity, is outdoors and open to the public, have estimated attendance of at least 150 people.
- (iv) Signage providing notice to the use of a drone must be posted at least 24 hours prior to the event where a drone will be used. The signage shall be posted, if practical, at major entry points to the event.

D. PRIVATE UAS OWNERS:

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

E. PROHIBITED USE:

1. The UAS video surveillance equipment shall not be used:
 - a. To conduct random surveillance activities.
 - b. To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - c. To harass, intimidate or discriminate against any individual or group.
 - d. To conduct personal business of any type.
2. The UAS shall not be weaponized.

F. RETENTION AND DISCLOSURE OF UAS INFORMATION:

1. Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
2. The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).
3. The Records Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Countryside Police Department (725 ILCS 167/35).

Issuing Authority: _____



Paul Klimek, Chief of Police

Unmanned Aircraft Systems

709.1 PURPOSE:

The purpose of this policy is to establish guidelines under which a small, unmanned aircraft may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

709.2 POLICY

It is the policy of this department to ensure authorized personnel are trained on the use of unmanned aircraft systems, hereinafter referred to as UAS, to enhance the Department's mission of protecting lives and property by improving law enforcement operations. While doing so, the Department will exercise care to preserve the privacy and civil liberties of the public while also adhering to relevant statutes and the Federal Aviation Administration (FAA) guidelines and regulations.

709.3 DEFINITIONS

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or reentry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Notice to Airmen (NOTAM): A notice filed with an aviation authority to alert aircraft pilots of potential hazards along a flight route or at a location that could affect the safety of the flight.

Parade: A march, procession or other similar activity consisting of persons, animals, vehicles or things, or any combination thereof, upon a public street, sidewalk, alley or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command (PIC): Person directly responsible for, and is the final authority as to the operation of, the unmanned aircraft.

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Routed Event: A parade, walk or race that:

- Is hosted by the State of Illinois or a county, municipality, township or park district;
- Is outdoors and open to the public; and
- Has an estimated attendance of more than 50 people.

Routed Event does not include any political protest, march, demonstration or other assembly protected by the First Amendment. (725 ILCS 167/5)

Special Event: A concert or food festival that:

- Is hosted by the State of Illinois or a county, municipality, township or park district;
- Is outdoors and open to the public; and
- Has an estimated attendance of:
 - 150 or more people in a unit of local government with a population that is less than 50,000;
 - 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000;
 - 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or
 - 500 or more people in a unit of local government with a population that is 500,000 or more.

Special Event does not include any political protest, march, demonstration or other assembly protected by the First Amendment. (725 ILCS 167/5)

Unmanned Aircraft (UA): Any aerial vehicle that does not carry a human operator and operates without the possibility of direct human intervention from within or on the aircraft; also referred to as a drone.

Unmanned Aircraft System (UAS): An unmanned aircraft that can be controlled remotely. Commonly referred to as a drone.

UAS Team: A team of trained officers including at least one sworn supervisor authorized to pilot the department's UA(s).

UAS Team Supervisor: Selected Sergeant that is trained to pilot UAS and assists the UAS Coordinator with assigned responsibilities.

Visual Observer: The person designated by the Remote Pilot in Command to assist them to see and avoid other air traffic or objects aloft or on the ground.

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709.4 PRIVACY AND PROHIBITED USES

Privacy: The use of a UAS may involve privacy considerations. Absent a warrant signed by a judge or exigent circumstances, pilots and observers shall adhere to FAA regulations and shall not purposefully transmit or record images of any location where a person would have a reasonable expectation of privacy. Pilots and observers shall take reasonable precautions to avoid inadvertently transmitting or recording images of areas where there is a reasonable expectation of privacy.

Prohibited Uses: The UAS shall not be used to:

- Conduct random surveillance activities.
- Target a person or group of people solely based on characteristics such as but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
- Harass, intimidate, or discriminate against any individual or group of individuals.
- Conduct private and/or personal business.
- Use of any onboard facial recognition software that works in facial recognition software that works in conjunction with the drone. Employees are prohibited from using any information gathered by a drone with any facial recognition software, unless either:
 - The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 - The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
- Be weaponized.

709.5 UAS PROGRAM COORDINATOR (UPC) AND TEAM SUPERVISOR

The Chief of Police or their designee will appoint a UAS Program Coordinator (UPC). The UPC will be responsible for the overall management of the UAS program and will work in connection with the UAS Team Supervisor. The UPC will ensure that the Department's UAS policies and procedures conform to the current laws, regulations, and best practices. The UPC will also have additional responsibilities that include but are not limited to:

- Maintaining a record of authorized employees in the Department's UAS Program who have a valid FAA Part 107 Commercial Pilots License and coordinated with the Training Coordinator to ensure that licenses are renewed prior to expiration.
- Ensuring that all authorized operators have completed current Department-approved training in UAS operation, applicable laws and policies.

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- Request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the UAS operation can be safely conducted under the terms of the certificate waiver. Facilitating law enforcement access to images and data captured by the UAS.
- Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Chief of Police or their designee.
- Implement a system for notification to the public and media outlets of UAS deployment, when appropriate.
- Ensuring proper retention and destruction of all information collected from the UAS.
- Prohibiting the disclosure of information gathered by the UAS, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).
- Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority all information required by statute, including but not limited to the number of UAS's and usage statistics (725 ILCS 167/35).
- Recommending enhancements regarding safety, information security, current technology and equipment.

709.6 SELECTION OF UAS TEAM PILOTS

Interested sworn personnel, who are off probation, shall submit an interest request to the appropriate UAS Coordinator. Recommendations for appointments to the team will be forwarded to the Chief of Police or their designee for consideration and eventual assignment.

709.7 USE OF UAS

Only authorized operators who have completed the required Department authorized training in the use and application of the UAS shall be permitted to operate the UAS. All UAS flight missions must be in strict accordance with current FAA regulations and guidelines.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of the Department shall require the express authorization of the Chief of Police or their authorized designee.

The Department may not utilize the UAS to gather information except as authorized in (725 ILCS 167). Authorized uses include:

- To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.

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- Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police or their authorized designee must report its use, in writing, to the State's Attorney.
- To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- If the Department is not undertaking a criminal investigation but is
 - Attempting to locate a missing person;
 - Engaging in a search and rescue operation; or
 - Aiding a person who cannot otherwise be safely reached
- Use during a disaster or public health emergency. May be used in order to see if a disaster or health emergency should be declared, to monitor weather or emergency and to survey damage or otherwise coordinate response and recovery efforts.
- To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department employees shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
- To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
- In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
- During a Routed Event or a Special Event, as defined above, and within specified parameters described below under deployment procedures.

709.8 DEPLOYMENT PROCEDURES

Requests to deploy a UAS flight shall be submitted to the on-duty supervisor. During an emergency situation where an official written request was not submitted, a memorandum outlining the reason for use of the UAS shall be submitted to the program coordinator; this shall be completed as soon as practicable.

Once a flight mission is initiated, procedures including but not limited to the following shall be followed:

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- A PIC for the authorized flight mission shall be established;
- A preflight briefing shall be completed by the PIC or their designee;
- A preflight inspection of the UAS shall be completed by the PIC or their designee;
- As soon as feasible, SEECOM personnel shall be notified of the location of the anticipated flight mission by the PIC or their designee via the police radio;
- As soon as feasible, SEECOM personnel shall be notified via the police radio by the PIC or their designee once the UAS has taken flight;
- As soon as feasible, SEECOM personnel shall be notified via the police radio by the PIC or their designee once the UAS flight mission has been terminated; and
- At the conclusion of each UAS flight mission, the PIC or their designee shall make proper notification of the flight mission to the UAS Program Coordinator and submit a UAS flight report. When applicable, the PIC shall also complete a case supplemental report.

709.9 DEPLOYMENT PROCEDURES FOR SPECIAL OR ROUTED EVENTS:

The UAS may be used in advance of the event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.

Additionally, the UAS may be used during the event to proactively support public safety personnel by monitoring the event footprint in real time to:

- Detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
- Evaluate crowd size and density;
- Identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
- Assist in the response of public safety personnel to a real-time public safety incident at the event; and
- Assess the traffic and pedestrian flow around the event in real time.

The use of a drone at a routed event or special event requires that:

- Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
- Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
- The drone is flown in accordance with Federal Aviation Administration safety regulations.

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709.10 UAS ACCIDENT REPORTING

The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the PIC must report accidents to the FAA in the following situations:

- Serious injury to any person or loss of consciousness.
- Damage to any property, other than the UAS, unless one of the following conditions is satisfied
 - the cost of repair including materials and labor does not exceed \$500.00
 - the fair market value of the property does not exceed \$500.00 in the event of a total loss.

The PIC is required to initiate a police report for any accident involving the UAS. The police report shall include the following information

- Name and contact information for operators and witnesses
- Type of operation
- Type of device and registration number/certificate
- Event location and incident details
- Evidence collection such as photos, video, and device confiscation, if necessary. (Note: search warrants may be required to download the recorded or still footage from the UAS.)

709.11 INSPECTION AND CARE OF EQUIPMENT

The UAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the Program Coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

709.12 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the requirements in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

All recordings are considered investigative property of the Crystal Lake Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.

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Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

709.13 INFORMATION RETENTION

Pursuant to 725 ILCS 167/20(a), the Department shall destroy all information gathered by the UAS within the timeframes outlined under 725 ILCS 167/15 (1-10).

Notwithstanding 725 ILCS 167/20(a) and the timeframes mentioned above, a department supervisor may retain particular information if:

- There is reasonable suspicion that the information contains evidence of criminal activity;
- The information is relevant to an ongoing investigation or pending criminal trial;
- The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
- The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))

When the recording does not fall under the statutory exemptions, documentation pertaining to use of the UAS, such as location, date, time, scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.

The retention of recordings that are exempt from the statutory destruction requirement is at the discretion of the Program Coordinator or determined by the completion of the criminal investigation or criminal trial.

709.14 INFORMATION FROM PRIVATELY FLOWN UAS

The Department may utilize or direct the acquisition of information from private UAS only for the purpose of undertaking the tasks outlined the Uses of UAS, above.

Private parties may voluntarily submit information acquired by a privately owned UAS to the police Department.

The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an on-going investigation or pending criminal trial.

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709.15 ASSISTANCE TO OTHER AGENCIES

The UAS equipment shall not be loaned to other agencies. Requests by other agencies for UAS assistance require that a Department assigned operator respond with the equipment and operate it. All assists shall be documented in an Incident Report and a copy provided to the Team Supervisor.

709.16 TRAINING

Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the Department to obtain an understanding on how to use the UAS and the procedures outlined in this policy. At least annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or Department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of UAS equipment.

709.17 VIOLATIONS OF STATE STATUTE AND POLICY

Per 725 ILCS 167/45, if the Department learns of violations of State Statute or this policy, the Department shall immediately take actions to prevent future violations through any one or more of the following means:

- Training
- Discipline, including progressive discipline for repeat violations
- Other means that will prevent repeated violations of State Statute or this policy by personnel.

If the Department learns of willful and wanton violations of the Drone Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Drone Act.

The Attorney General shall have authority to conduct investigations into patterns and practices of violations of this Act. The Attorney General may:

- Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
- Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
- Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued, the Attorney General may compel compliance through an action in the circuit court.
- Following completion of an investigation, the Attorney General may, upon their own information or upon the complaint of any person, maintain an action for declaratory,

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injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Drone Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action.

- Upon entry of an adverse judgment under the Drone as First Responders Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones for not less than six months for a first adverse judgment and up to one year for a second adverse judgment demonstrating a pattern or practice of violating the act.

DANA POLICE DEPARTMENT POLICY DPD24-001

Unmanned Aerial System

1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.

- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.

- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.

- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.

1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

**DECATUR POLICE DEPARTMENT
GENERAL ORDER 23-16**

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***changes in bold

POLICY:

It is the policy of the Decatur Police Department to ensure authorized personnel are trained on the use of small, unmanned aircraft systems (sUAS), also commonly referred to as drones, to enhance the Department's overall mission of protecting lives and property. Any use of the sUAS will be in compliance to relevant statutes, privacy rights, the Federal Aviation Administration, **Drones as First Responders Act** 725 ILCS 167, and 14 CFR 107 requirements. **This policy will be publicly posted pursuant to Illinois law.**

PURPOSE:

The purpose of this policy is to establish guidelines for sUAS deployment, training, **information** retention and reporting requirements.

I. DEFINITIONS

- A. **Federal Aviation Administration (FAA)**-A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- B. **725 ILCS 167**-Illinois Freedom from Drone Surveillance Act
- C. **14 CFR 107**-Federal statute governing certification of sUAS pilots.
- D. **Remote Pilot in Command (RPIC)**-Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.
- E. **Small Unmanned Aircraft Systems (sUAS)**-A small, unmanned aircraft that does not carry a human operator, and its associated elements (payload), including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

- F. **Information**-As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- G. **Visual Observer**-The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects on the ground.
- H. **ATC**-Air Traffic Control. ATC directs all controlled airspace within its boundary. A portion of Decatur, Illinois is Class D airspace during tour operation 0600-2200 hrs. ATC - (217) 429-1033
- I. **PSAP “Public Safety Answering Point”** – As defined by 50 ILCS 750/2. A PSAP means the primary answering location for an emergency call that meets appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.
- J. **Parade**-As defined by 725 ILCS 167, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.
- K. **Routed event**-As defined by 725 ILCS 167, means a parade, walk, or race that:
 - A. Is hosted by the State of Illinois or a county, municipality, township, or park district;
 - B. Is outdoors and open to the public; and
 - C. Has an estimated attendance of more than 50 people.

Routed event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.
- L. **Special event**-As defined by 725 ILCS 167, means a concert or food festival that:
 - A. Is hosted by the State of Illinois or a county, municipality, township, or park district;
 - B. Is outdoors and open to the public; and
 - C. Has an estimated attendance of 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000 people.

II. PRIVACY

The use of a sUAS potentially involves privacy concerns and considerations. Absent a warrant or exigent circumstances, sUAS operators and visual observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

III. PROCEDURE

A. PROGRAM COORDINATOR

The coordinator assigned to the sUAS program will be designated by the Chief of Police and will serve at his discretion. The coordinator may choose to appoint an assistant coordinator(s) who will assist the coordinator in the management of the sUAS unit. The program coordinator ensures the policies and procedures of the unit conform to current laws, regulations and best practices. Listed below are the following additional responsibilities of the program coordinator:

1. Coordinate the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized RPIC have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 certification process and approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
3. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Develop protocol for conducting criminal investigation involving the sUAS, including documentation of time spent monitoring a subject.
5. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
6. Develop sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
7. Recommend program enhancements, especially regarding safety and information security.
8. Ensure established protocols are followed by monitoring and providing program reports through the chain of command to the Chief of Police.

9. Conduct periodic audits of the program and flight documentation.
10. **Ensure all** annual reports are filed **with** the Illinois Criminal Justice Information Authority pursuant to 725 ILCS 167/35.

B. TRAINING PRIOR TO USE OF THE sUAS

1. Prior to authorization to operate the sUAS, assigned personnel must complete mandatory training by the department to obtain an understanding on how to use the sUAS and the procedures outlined in the policy.
2. In addition to 14 CFR 107 requirements, officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes of department policy.

C. DEPARTMENT USE OF THE sUAS

1. The department and/or RPIC must obtain applicable authorizations, permits, or certificates as required by the FAA prior to deploying or operating the sUAS, and ensure these documents are current.
2. Pursuant to the Illinois Freedom from Drone Surveillance Act 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect who poses a significant risk if not apprehended, or prevent the destruction of evidence with consideration given to the level of the offense. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the sUAS under this paragraph, the Chief of Police, or his acting designee, must report its use in writing to the Macon County State's Attorney.
 - d. **If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.**

- e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state or city, a search warrant or consent is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
- f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency be made prior to use under this paragraph.
- g. **To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating under this paragraph shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.**
 - i. **Under this paragraph the RPIC must have command approval.**
- h. **To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.**
- i. **In response to a PSAP - Public Safety Answering Point dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicle and personnel to an emergency.**
- j. **At a “routed event” or “special event.” The use of a drone under this paragraph requires that:**
 - i. **Notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real time monitoring of participant safety;**
 - ii. **Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real time monitoring of participant safety; and**
 - iii. **The drone is being flown in accordance with Federal Aviation Administration safety regulations.**

Under this paragraph, a law enforcement agency may use the drone:

- iv. **In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or**
- v. **During the event to proactively support public safety personnel by monitoring the event footprint in real time:**
 - 1. **To detect a breach of event space, including a breach of an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;**
 - 2. **To evaluate crowd size and density**
 - 3. **To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;**
 - 4. **To assist in the response of public safety personnel to a real-time public safety incident at the event; and**
 - 5. **To assess the traffic and pedestrian flow around the event in real time.**
- 3. Requests to deploy the sUAS shall be made to officers of the sUAS unit currently working. If no member is currently working, with consideration for the seriousness of the incident, DPD command shall contact the sUAS Coordinator to determine if an officer will respond.
- 4. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for manned aircraft, notification shall be made to the respective hospital's security office.
- 5. The pre-flight checklist shall be completed prior to deploying the sUAS and submitted to sUAS command after the deployment.
- 6. All non-training operations shall be recorded via on board external SD memory card. Recordings pursuant to criminal investigations shall be uploaded to the UDE and labeled as the appropriate offense.
 - a. **Operations pursuant to III.C.2.a-f and III.C.2.i of this policy shall be labeled as *MISC-sUAS to be destroyed within 30 days. Operations pursuant to III.C.2.j shall be labeled as *MISC24-sUAS to be destroyed within 24 hours. Operations pursuant to III.C.2.g shall be turned over immediately and deleted.**

7. In the event the deployment was conducted pursuant to 725 ILCS 167/15(3) and III.C.2.c of this policy, the RPIC shall complete a DPD State's Attorney's Office Reporting Form. This form shall be emailed to the State's Attorney and all sUAS unit command prior to leaving.
8. In the event the deployment is conducted pursuant to all other allowable circumstances in 725 ILCS 167/15, and this policy, a DPD sUAS Operation Summary Form shall be completed during the officers next working day and submitted to the sUAS command.

D. RESTRICTIONS

1. The sUAS will not be used to:
 - a. Conduct random surveillance activities or requests for information.
 - b. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - c. Harass, intimidate or discriminate against any individual or group.
 - d. Conduct personal business of any type.
 - e. In a reckless or dangerous manner.
 - f. Any situation outside what is specified in this policy or 725 ILCS 167/15.
2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - a. Conduct a preflight check to ensure the sUAS is in condition for safe operation.
 - i. If any deficiencies are noted, the sUAS must be repaired before flight. If it cannot be repaired, the sUAS shall not be deployed.
 - b. Absent waiver, keep the sUAS in visual line of sight.
 - c. Night operations shall be in accordance with FAA regulations.
 - d. Flight over people shall be in accordance with FAA regulations. Every step shall be taken to ensure these operations are conducted in the safest manner possible.
 - e. Yield to right of way of manned aircraft.

- f. Fly at or below 400 feet above ground level unless in accordance with FAA regulations.
- g. Must not fly from a moving vehicle, except in sparsely populated area.
- h. Fly at or below 100 mph.

E. ACCIDENT REPORTING

1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the RPIC must report accidents to the FAA in the following situation:
 - a. Serious injury to any person or loss of consciousness.
 - b. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500 or (b) the fair market value of the property does not exceed \$500 in the event of a total loss.
2. The RPIC is required to initiate a police report for accidents involving injury to other parties. The RPIC is required to notify sUAS Command immediately in the event of any accident.
3. When the accident meets the criteria listed under Section E.1, the RPIC shall provide notification to the FAA by using the FAA's DroneZone portal at https://www.faa.gov/uas/report_accident/.
4. In the event of a flyaway or other emergency, the RPIC shall immediately notify ATC if during the hours of 0600-2200 hrs. (217) 429-1033

IV. INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions or deficiencies shall be brought to the attention of the program coordinator as soon as possible. An email shall be sent to all members of the sUAS unit highlighting the malfunction or deficiency. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, assigned officers shall complete the preflight checklist to ensure safe operation. This checklist shall be submitted to the sUAS Coordinator in a timely manner.

V. SECURITY OF RECORDINGS

- A. Personnel should be aware recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals shall not be done.
 - 1. All recordings are considered to be investigative property of the Decatur Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
 - 2. Employees shall not edit, alter, erase, duplicate, copy, share or otherwise distribute in any manner recordings without authorization by the Chief of Police or designee.
 - 3. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

VI. INFORMATION RETENTION

- A. **Under Illinois law and pursuant to this policy, all information gathered shall be destroyed within the following timeframes:**
 - 1. **All information gathered under III.C.2.a-f and III.C.2.i of this policy shall be destroyed within 30 days of being gathered.**
 - 2. **All information gathered under III.C.2.j of this policy shall be destroyed within 24 hours of being gathered.**
 - 3. **All information gathered under III.C.2.g of this policy shall be turned over to the requesting authorities and immediately destroyed.**
- B. **Notwithstanding paragraph A of this section, the information shall be retained under if:**
 - 1. **There is reasonable suspicion that the information contains evidence of criminal activity.**
 - 2. **The information is relevant to an ongoing investigation or pending criminal trial;**
 - 3. **A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that such information shall not contain any personally identifiable information; or**
 - 4. **The information consists of only flight path data, metadata, or telemetry information of the drone.**

BY ORDER OF:

Shane G. Brandel
Chief of Police

DISTRIBUTION: A

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the Sheriff's Office mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System (UAS) Operations

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System (UAS) Operations

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System (UAS) Operations

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

DOWNERS GROVE POLICY/PROCEDURE

SMALL UNMANNED AIRCRAFT SYSTEM (DRONE)

41.6

41.6.1 Drone Operations

PURPOSE

The purpose of this policy is to establish guidelines under which a small unmanned aircraft may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Downers Grove Police Department to ensure authorized personnel are trained on the use of a small unmanned aircraft systems, hereinafter referred to as a drone, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a drone will be in strict compliance with relevant statutes, privacy rights, and the regulations promulgated by the Federal Aviation Administration and the Department of Transportation.

DEFINITIONS

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the small unmanned aircraft.

Parade – A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Routed Event - A parade, walk, or race that is hosted by the State of Illinois, or a county, municipality, township or park district that is outdoors and open to the public and has an estimated attendance of more than 50 people.

Small Unmanned Aircraft or Drone – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event - A concert or food festival that is hosted by the State of Illinois or a county, municipality, township or park district, that is outdoors and open to the public; and has an estimated attendance of more than 250 people. "Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURES

I. PROGRAM COORDINATOR

The assigned Deputy Chief shall assign a program coordinator who is responsible for the management of the department's sUAS program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:

- A. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
- B. Ensure authorized remote pilots in command have completed the required FAA training and department approved training in the operation, applicable laws, policies and procedures regarding use of drones.
- C. Ensure all deployments of drones cohere with this policy, or deployments otherwise approved by the Chief of Police, or their designee.
- D. Develop protocol for conducting criminal investigations involving the use of drones, including documentation of time spent monitoring a subject.
- E. Develop an operational protocol governing the safe deployment and operation of drones, along with documenting all missions.
- F. Develop drone inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a drone, up to and including its overhaul or life limits.
- G. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- H. Develop protocol to ensure retention and purge periods are maintained in accordance

with established records retention schedules.

- I. Facilitate law enforcement access to images and data captured by the drones.
- J. Recommend program enhancements, especially regarding safety and information security.
- K. Ensure established protocols are followed by monitoring and providing annual reports to the Chief of Police, or designee.
- L. Conduct a documented case-by-case and annual audit of the program and flight documentation.
- M. Ensure that all drones are properly registered with the FAA and that all issued Certificates of Aircraft Registration are current.
- N. Ensure that the remote identification for all drones is operational and that the minimum identification messages are appropriately broadcasted.

II. TRAINING PRIOR TO USE OF DRONES

- A. Prior to authorization to operate a drone, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use drones and the procedures outlined in this policy.
- B. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA regulations, statutes or department policy. Additional training may be provided as determined by the Program Coordinator.

III. DEPARTMENT USE OF DRONES

- A. The department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating drones, and ensure these documents are current.
- B. Pursuant to 725 ILCS 167/15, the drones may not be used to gather information, except during the following types of situations:
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a

period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the drone under this paragraph is limited to a period of 48 hours. Within 24 hours of a drone's initiation under this paragraph, the Chief of Police, or designee, must report its use, in writing, to the State's Attorney.
4. To locate a missing person, engage in search and rescue operation, or aid a person who cannot otherwise be safely reached, while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of drones under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the State, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. An operator operating a drone under this paragraph (7) shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
8. To demonstrate the capabilities and functionality of a drone for public relations purposes, provided that no information shall be collected or recorded by a drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.

10. If a drone is used at a routed event or special event, the use of a drone under this paragraph (10) requires that:

- a. notice be posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
- b. notice be posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
- c. the drone be flown in accordance with Federal Aviation Administration safety regulations.

Under this paragraph (10), the department may use the drone:

- i. in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
- ii. during the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - a. to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - b. to evaluate crowd size and density;
 - c. to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - d. to assist in the response of public safety personnel to a real-time public safety incident at the event; and

- e. to assess the traffic and pedestrian flow around the event in real time.
- C. Requests to deploy the drone flight shall be made to the Program Coordinator who will confer with the Incident Commander or their designee as to the status of the proposed flight.
- D. Whenever possible, if the drone will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- E. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed except as may be required by Section X of this policy.
- F. All uses of the drone will be documented on a form or database. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

IV. DEPARTMENTAL NOTIFICATIONS

- A. Notification of any drone deployment shall be made to the Chief of Police or his/her designee via the chain of command. The Public Information Officer shall also be notified via the chain of command.
- B. When appropriate, notification of the drone's deployment shall be made to the public and/or media outlets via the Public Information Officer or as otherwise required by this policy or law.

V. ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

B. The Remote Pilot in Command is required to initiate a police report for any accident involving the drone. The police report shall include the following information:

1. Name and contact information for operators and witnesses.
2. Type of operation.
3. Type of device and registration number/certificate.
4. Event location and incident details.
5. Evidence collection such as photos, video, and device confiscation, if necessary.

C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone-access.faa.gov/#/>

VI. RESTRICTIONS

A. The drone will not be used to:

1. Conduct random surveillance activities or requests for information.
2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
3. Harass, intimidate or discriminate against any individual or group.
4. Conduct personal business of any type.
5. Any situation outside what is specified in this policy.
6. To operate any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. No drone shall be equipped with any such weapons.
7. Obtain or store facial recognition information gathered using facial recognition software unless the drone is being used to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or if an assigned officer

possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

- B. Drone deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 1. Conduct a pre-flight check to ensure the drone is in condition for safe operation.
 - 2. Keep the drone in visual line of sight.
 - 3. Fly during day or twilight hours.
 - 4. Fly at or below 400 feet above ground level.
 - 5. Fly at or below 100 mph.
 - 6. Yield right of way to manned aircraft.
 - 7. Must not fly over people.
 - 8. Must not fly from a moving vehicle, except in rural areas.
 - 9. During an emergency situation, deviations from policy is permitted.
- C. The Program Coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the drone operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the Program Coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the drone.
- E. After September 16, 2023, no drone shall be deployed if it is not equipped with remote identification equipment.

VII. PRIVACY CONSIDERATIONS

- A. Use of the drone potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and

- visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the drone will collect evidence of criminal wrongdoing and/or if the drone will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.
 - C. No drone shall be equipped with onboard facial recognition software that works in conjunction with the drone unless otherwise authorized by the Freedom From Drone Surveillance Act (725 ILCS 167/1 et seq.).

VIII. INSPECTION AND CARE OF THE EQUIPMENT

- A. The drone and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the drone equipment. Malfunctions shall be brought to the attention of the Program Coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, assigned officers shall:
 - 1. Using an equipment checklist, inspect the drone and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
 - 2. Inspect the body of the drone, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.
 - 3. Ensure that the remote identification equipment is functioning and appropriately broadcasting.

IX. SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the Downers Grove Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Program Coordinator.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- E. Nothing in this policy prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
- F. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
- G. No information gathered by a drone shall be sold nor disclosed to any person to whom disclosure is not authorized under this Section IX.

X. RECORDS RETENTION AND DESTRUCTION

- A. The police department shall destroy all information gathered by the drone, in accordance with the following destruction schedule:
 - 1. All information gathered pursuant to paragraphs (1), (2), (3), (4), (5), (6), or (9) of Section III.B. of this Policy shall be destroyed within 30 days after being gathered.
 - 2. All information gathered pursuant to paragraph (10) of Section III.B. shall be destroyed within 24 hours after being gathered.
 - 3. All information gathered pursuant to paragraph (7) of Section III.B. shall be turned over to the Village of Downers Grove as soon as practicable, and all gathered information shall be destroyed by the department immediately after the information has been turned over.
 - 4. All information gathered pursuant to paragraph (8) of Section III.B. shall be destroyed in accordance with the Village of Downers Grove approved records retention schedule.

- B. When the recording does not fall under the statutory exemptions, documentation pertaining to use of a drone, such as location, date, time, scope of the mission is not subject to being destroyed within 30 days of a recording.
- C. The retention of recordings that are exempt from the destruction requirements of Section X. A. above is at the discretion of the Program Coordinator or determined by the completion of the criminal investigation or criminal trial.
- D. Notwithstanding anything in Section X to the contrary, the Program Coordinator may retain particular information if:
 - 1. there is reasonable suspicion that the information contains evidence of criminal activity; or
 - 2. the information is relevant to an ongoing investigation or pending criminal trial; or
 - 3. a supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - 4. the information consists of only flight path data, metadata, or telemetry information of the drone.

XI. REPORTING

Annually, by April 1, the Program Coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, the number of times a drone was used pursuant to each paragraph of Section III.B, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of latest version of this policy concerning drones as of the most recent April 1. 725 ILCS 167/35.

The department shall make publicly available on its website a copy of this policy.

XII. INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section III of this policy.
- B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal

activity or the information is relevant to an on-going investigation or pending criminal trial.

XIII. VIOLATIONS OF THIS POLICY

If any officer learns of a violations of this Policy or the Freedom From Drone Surveillance Act, the officer shall report the violation to the Program Coordinator. Upon becoming aware of a violation of this policy or the Act, the Program Coordinator shall immediately take actions to prevent future violations of this Policy or the Act through training or discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of this Policy or the Act.

If the Program Coordinator learns of willful and wanton violations of this Policy or the Act, the Program Coordinator shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of this Policy or the Act.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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606.10 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment when deemed appropriate.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations during evening hours or limited visibility should be considered before placing the UAS into operation.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The East Peoria Police Department may not use the UAS to gather information except (725 ILCS 167/15):

Unmanned Aerial System (UAS) Operations

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Program Coordinator shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

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Unmanned Aerial System (UAS) Operations

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the East Peoria Police Department (725 ILCS 167/35).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.2 POLICY

Best Practice

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 DEFINITIONS

Agency Content

- (a) **Unmanned Aerial System** - An unmanned aircraft or drone of any type that is capable of sustaining direct flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV), and all of the supporting or attached systems designed for gathering information through imaging, recording and any other means.
- (b) **Small Unmanned Aircraft (UA)** - AUA weighing less than 55 pounds and can be flown without the possibility of direct human intervention from within or on the aircraft. Also called a remotely piloted aircraft (RPA), remotely operated vehicle (ROV), unmanned aerial vehicle (UAV), or Drone.
- (c) **Small Unmanned Aircraft System (sUAS)** - A small UA and its associated elements that are required for the safe and efficient operation of the small UA in the National Air Space that includes the necessary equipment, network, and personnel to control a small UA.
- (d) **Visual Observer** - A person acting as a flight crew member who assists the small UA RPIC to see and avoid other air traffic or objects aloft or on the ground.
- (e) **Remote Pilot in Command** - A person who holds a remote pilot certificate with a sUAS rating and has the final authority and responsibility for the operation and safety of a sUAS operation conducted under part 107.
- (f) **FAA 14 CFR Part 107** - The federal regulations set forth by the federal aviation administration (FAA) regarding sUAS operations in the national airspace (NAS).
- (g) **Control Station (CS)** - An interface used by the RPIC to control the flight path of the small UA.
- (h) **Digital multimedia evidence (DME)** - Digital recording of images, sounds, and associate data.

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606.4 PRIVACY**Best Practice**

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.5 PROGRAM COORDINATOR**State**

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be

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used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.6 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.

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- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.6.1 PRIVATE UAS OWNERS**State**

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

606.6.2 FACIAL RECOGNITION WITH UAS**State**

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.7 PROHIBITED USE**Federal**

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

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The UAS shall not be weaponized (725 ILCS 167/18).

606.8 TRAINING

Agency Content

Employees selected to be unmanned aircraft pilots will be required to complete Department approved training. The training will consist of, at a minimum:

- (a) 24 hours of training that includes flight operations and ground station operations; and,
- (b) Online training and FAA remote pilot certification (Part 107); and,
- (c) Flight training shall consist of the following:
 - 1. Pre-flight review actions
 - (a) Pre/post flight checklist
 - (b) Proper assembly of the UAS
 - 2. Ground control discussion
 - (a) Discuss the responsibilities of those involved in ground control and their function
 - (b) Properly brief and debrief mission plan
 - 3. Conduct flight
 - (a) Properly displayed command and control of the UAS in take-off, flight and landing

Pilots are required to have a minimum of three (3) take-offs and three (3) landings every 60 days. Pilots are to participate in a missioned based training bi-monthly.

606.8.1 PROFICIENCY TRAINING

Agency Content

Unmanned aircraft pilots will ensure that they continue training and education to remain proficient in all aspects of flight operations.

606.9 PRE-DEPLOYMENT

Agency Content

Prior to deployment of the Unmanned Aircraft System for any operation, Remote Pilot in Command will complete the following:

- (a) Obtain authorization from the Chief of Police or designee for operations other than training; and,
- (b) Perform a preflight inspection of the Unmanned Aircraft which includes:
 - 1. locations authorizing safe to fly; and,
 - 2. firmware is up to date for all components; and,
 - 3. micro SD card is properly installed; and,

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4. flight mode switch is in the GPS (P) mode on remote control (RC); and,
 5. aircraft, controller and pilot display all powered on and communicating; and,
 6. compass is calibrated, (if compass errors or traveled more than 30 miles); and,
 7. motors start with no abnormal noises heard; and,
 8. aircraft is tracking at least SI satellites, (Green flight status indicator); and,
 9. check for consistent voltage on flight battery monitoring system.
- (c) Make any required notifications of the planned flight; and,
- (d) when being utilized for a criminal investigation involving potential Fourth Amendment issues the investigating officer will notify and consult the State's Attorney's Office.

606.10 FLIGHT OPERATIONS**Agency Content**

The Remote Pilot in Command will ensure the following during flight operations:

- (a) The flight is in compliance with all applicable FAA rules and regulations under Part 107; and,
- (b) The flight is in compliance with all federal and state laws; and,
- (c) The flight is conducted safely by assessing the operating environment that must include the local weather conditions, local airspace in any flight restrictions, location of persons and property on the surface and other ground hazards. The Remote Pilot in Command (RPIC) has the ultimate authority to deploy or not deploy the Unmanned Aircraft System (UAS) once the above factors have been evaluated; and,
- (d) The Remote Pilot in Command (RPIC) will be responsible for any recordings that may violate any citizens right to privacy; and,
- (e) The Remote Pilot in Command (RPIC) will maintain the ability to track and record the flight pattern and location of the Unmanned Aircraft (UA); and,
- (f) Request for assistance from outside agencies will be directed to the Office of the Chief of Police or designee; and,
- (g) All official missions will be recorded on the airframes SD card or any storage device in conjunction with Crystalsky.

606.11 POST OPERATIONS**Agency Content**

Remote Pilot in Command (RPIC) will complete the following upon completion of any flight:

- (a) Inspect batteries to ensure flight packs have no noticeable bulges or swelling; and,
- (b) Inspect propellers leading edges for cracks, chips and loose mounts; and,
- (c) Inspect motors to ensure they spin freely with no resistance from bearings; and,
- (d) Inspect the fuselage for cracks, loose fasteners, or abnormal movement; and,

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- (e) Inspect moving parts to ensure they are not excessively loose or tight and are properly lubricated per OEM specifications; and,
- (f) Ensure an incident report is completed in Spillman under incident type "UAS Drone"; and,
- (g) Ensure any recorded digital multimedia evidence is downloaded and entered into evidence.

606.12 MAINTENANCE, REPAIR AND DAMAGE

Agency Content

Most problems with the Unmanned Aircraft System can be handled by the employees that have been trained in the operation of the equipment utilizing information they received during their training. Any problems that cannot be corrected will be documented in an email citing details of the malfunction or problem and submitted to the Chief of Police.

When damage occurs (or is discovered) to any component of the Unmanned Aircraft System, it will be documented in an incident report and forwarded to the chain of command to the Chief of Police. The report will include the extent of the damage and how it occurred.

606.13 DIGITAL MULTIMEDIA RECORDINGS

Agency Content

For any recordings made during the deployment of the unmanned aircraft system the following procedure will be adhered to:

- (a) Upon completion of the deployment, the remote pilot in command will ensure that the digital media recording of the flight is downloaded to an electronic storage device.
- (b) The demo digital media recording will be reviewed by the program coordinator who will determine what has evidentiary value and what doesn't. Only those recordings that contain evidentiary value will be retained. Said recording will be stored on a digital device and entered into evidence.

606.13.1 USE FOR TRAINING

Agency Content

When an employee believes that a recording has value as a training aid, the employee will submit a memorandum to the program coordinator to the chain of command indicating that the recording may have some training value and the reason why. Upon approval of the Chief of Police the recording may be reproduced as a training aid.

- (a) Approval will not be granted for any recording that documents an active civil, criminal or professional responsibility investigation.
- (b) External educational recordings and/or public information recordings developed from actual footage will only be reproduced with the authorization of the Chief of Police.
- (c) With the permission of the Chief of Police, the executive command staff may periodically review or copy recordings to assess training needs, employee performance, terminal procedures, or to supplement any investigation or intelligence

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function of the department. Reproduction of recordings will be a document using Reproduction of Videos form.

606.14 RETENTION OF UAS INFORMATION

State

The Bureau of Records and Archives supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.15 REPORTING

State

The Bureau of Records and Archives supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.16 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.




Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

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606.17 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

	ELGIN POLICE DEPARTMENT 151 Douglas Avenue Elgin, Illinois 60120	
Effective Date: 05/30/18	STANDARD OPERATING PROCEDURE	Revised Date: 06/21/23
Chief of Police 	Small Unmanned Aircraft Systems (sUAS), 41.11	
Cross Reference: SOP 22.7 Special Events & Dignitary Security SOP 26.1 Disciplinary Procedures 20 ILCS 3305 the Illinois Emergency Management Agency Act 725 ILCS 5/108-3 Grounds for a Search Warrant 725 ILCS 167 Drones as First Responders Act 14 CFR 107 Drone Operation & Certification Regulations		Policy Sections: 41.11.1 Drone Team Leader 41.11.2 Training Prior to Use of the UAS 41.11.3 Department Use of the UAS 41.11.4 Accident Reporting 41.11.5 Restrictions 41.11.6 Privacy Considerations 41.11.7 Inspection and Care of the Equipment 41.11.8 Security of Recordings/Information Disclosure 41.11.9 Records Retention 41.11.10 Reporting 41.11.11 Information from Private Drones 41.11.12 Policy Violations

PURPOSE

The purpose of this policy is to establish guidelines under which a small, unmanned aircraft may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Elgin Police Department to ensure authorized personnel are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

DEFINITIONS

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Drone Team Leader: Sworn supervisor responsible for the day-to-day management and usage of the small, unmanned aircraft.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade: As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. *"Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.*

Public Health Emergency: As defined in 20 ILCS 3305/1, the Illinois Emergency Management Agency Act, means an occurrence or imminent threat of an illness or health condition that: (a) is believed to be caused by any of the following: bioterrorism, the appearance of a novel or previously controlled or eradicated infectious agent or biological toxin, a natural disaster, a chemical attack or accidental release or a nuclear attack or accident and (b) poses a high probability of any of the following harms: a large number of deaths in the affected population, a large number of serious or long-term disabilities in the affected population or widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

Public Safety Answering Point (PSAP): As defined in 50 ILCS 750, the Emergency Telephone System Act, means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Routed Event: Means a parade, walk, or race that (1) is hosted by the State of Illinois or a country, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. *"Routed Event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event: For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. *A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b. Is outdoors and open to the public.
- c. Has an estimated attendance of:
 1. 150 or more people in a unit of local government with a population that is less than 50,000.
 2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 3. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.
 4. 500 or more people in a unit of local government with a population that is 500,000 or more.

Visual Observer: The person designated by the Remote Pilot in Command to assist the Remote Pilot in Command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURES

41.11.1 DRONE TEAM LEADER

The commander assigned to the sUAS program appoints a Drone Team Leader who is responsible for the management of the department's small, unmanned aircraft program. The Drone Team Leader ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the Drone Team Leader:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
3. Ensure protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Maintain operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
5. Maintain inspection and maintenance logs to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
7. Ensure retention and purge periods are maintained in accordance with established records retention schedules.
8. Recommend program enhancements, especially regarding safety and information security.
9. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the commander responsible for oversight of the program.

41.11.2 TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Assigned officers will undergo training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

41.11.3 DEPARTMENT USE OF UAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to the Drone as First Responder Act, 725 ILCS 167/15, the sUAS may be used to gather information during the following situations:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 2. If the law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the chief executive officer of the law enforcement agency must report its use, in writing, to the local state's attorney. [View the department's Drone Notification to the State's Attorney's Office](#)
4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached.
5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.
 - b. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas.
6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.
8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.
10. The Special Events Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for

or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.

a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:

1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.

2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.

3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:

a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.

b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:

1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.

2. To evaluate crowd size and density.

3. To identify activity that could present a public safety issue for the crowd, including crowd movement.

4. To assist in the response of public safety personnel to a real-time public safety incident at the event.

5. To assess the traffic and pedestrian flow around the event in real-time.

C. Requests to deploy the sUAS flight shall be made to the Drone Team Leader or designee.

D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

E. At the conclusion of each deployment, any recordings or images shall be securely downloaded and proper evidence procedures shall be followed.

F. All uses of the sUAS will be documented on a spreadsheet maintained by the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

41.11.4 ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA's DroneZone Portal at:
<https://faadronezone.faa.gov/#/>

41.11.5 RESTRICTIONS

- A. The sUAS will not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation. Refer to Standard Operating Procedure 111.1 Discriminatory Profiling.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
 6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:
 - a. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.

- b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
- 7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
- 8. Any situation outside what is specified in Section 41.11.3 (B).
- B. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 1. Conduct a pre-flight check to ensure the sUAS is in safe operation. This is covered in Section 41.11.7.
 - 2. Keep the sUAS in visual line of sight.
 - 3. Fly at or below 400 feet above ground level or structure.
 - 4. Fly at or below 100 mph.
 - 5. Yield right of way to manned aircraft.
 - 6. Must not fly from a moving vehicle, except in rural areas.
 - 7. During an emergency situation, deviations from policy is permitted.
- C. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the Drone Team Leader when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

41.11.6 PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

41.11.7 INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Drone Team Leader as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

B. Prior to use, assigned officers shall:

1. Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

41.11.8 SECURITY OF RECORDINGS/INFORMATION DISCLOSURE

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Drone Team Leader.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in Section 41.11.3 (B), the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 1. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.
 2. A law enforcement agency uses a sUAS for the circumstances outlined in Section 41.11.3 (B) shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.
 3. Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

41.11.9 RECORDS RETENTION

- A. If a law enforcement agency uses a sUAS for the reasons specified in Section 41.11.3 (B) of this policy, the agency shall destroy all information gathered by the sUAS within the following timeframes:
 1. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or Public Safety Answering Point (PSAP) dispatched calls for service shall be destroyed within 30 days after being gathered.
 2. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.

3. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
4. Notwithstanding the above, a supervisor at a law enforcement agency may retain particular information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity.
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
 - c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.
 - d. The information consists of only flight path data, metadata, or telemetry information of the drone.

41.11.10 REPORTING

- A. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:
 1. Number of SUAS it owns.
 2. Number of times a sUAS was used pursuant to the categories of use specified in Section 41.11.3 (B) of this policy, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 3. The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.
- B. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.
- C. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

41.11.11 INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section 41.11.3.
- B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

41.11.12 POLICY VIOLATIONS

- A. In the event the Drone Team Leader learns of any violations to this policy, the team leader shall notify the Commander responsible for the department's sUAS Program to determine the next steps to include immediate actions to prevent future violations through any of the below means:
 - 1. Training.
 - 2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations. Refer to Standard Operating Procedure 26.1 Disciplinary Procedures for information about the discipline process.
- B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the sUAS Program and take actions to prevent future willful and wanton violations of this policy.
- C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.
 - 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.
- D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.
- E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use sUAS under Section 41.11.3 of this policy for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.

Small Unmanned Aerial Systems (sUAS) Operations

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which small unmanned aerial systems (sUAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

601.1.1 DEFINITIONS

Definitions related to this policy include:

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

601.2 POLICY

Small unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sUAS will be in strict accordance with constitutional and privacy rights, Federal Aviation Administration (FAA) regulations, and the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/1, et seq.).

601.3 SUAS UNIT ORGANIZATION

The Elmhurst Police Department sUAS Unit will be organized as follows:

601.3.1 SUPERVISOR IN CHARGE

The Chief of Police, or his/her designee, will appoint a Supervisor in Charge of the sUAS unit. The Supervisor in Charge shall be responsible for complete oversight of the sUAS unit. Listed below are the following additional responsibilities of the Supervisor in Charge:

Elmhurst Police Department
Elmhurst Police Department Policy Manual
Elmhurst Police Department Policy Manual

Small Unmanned Aerial Systems (sUAS) Operations

- (a) Ensure that all policies and proper procedures are being followed by the Program Coordinator and all licensed pilots assigned to the sUAS Unit.
- (b) Ensuring that all authorized operators and required observers have completed the required Federal Aviation Administration (FAA) 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- (c) Maintain an active list of pilots who have completed the required training and possess a valid FAA Remote Pilot Certificate or Temporary Airman Certificate with Small Unmanned Aircraft System rating.
- (d) Developing uniform protocol for submission and evaluation of requests to deploy a sUAS, including urgent requests made during ongoing or emerging incidents.
- (e) Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- (f) Implementing a system for public notification of sUAS deployment.
- (g) Facilitating law enforcement access to images and data captured by the sUAS.
- (h) Reviewing and documenting all reports received from the Program Coordinator.
- (i) Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

601.3.2 PROGRAM COORDINATOR

The Chief of Police, or his/her designee will appoint a Program Coordinator who will be responsible for the management of the sUAS Unit. The Program Coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- (a) Coordinating the FAA Certificate of Authorization (COA), and/or 14 CFR 107 application process, ensuring that all certifications are current.
- (b) Obtaining any and all necessary FAA waivers (operations over human beings, etc.).
- (c) Developing protocol for conducting criminal investigations involving a sUAS, including documentation of time spent monitoring a subject.
- (d) Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- (e) Developing a protocol for fully documenting all missions.
- (f) Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.

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- (g) Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules and the Illinois Freedom from Drone Surveillance Act.
- (h) Recommending program enhancements, especially regarding safety and information security.

601.3.3 REMOTE PILOT IN COMMAND

The Remote Pilot in Command is the assigned licensed pilot present on scene. Remote pilots shall be chosen by the Chief of Police, his/her designee, and/or the Supervisor in Charge of the sUAS unit. Listed below are the following responsibilities of the Remote Pilot in Command:

(a) The decision whether safe conditions exist to deploy the sUAS lies solely with the designated Remote Pilot in Command who shall take the following conditions into consideration prior to conducting a mission:

- Airspace conditions
- Weather conditions
- Mental / physical condition of the Remote Pilot in Command
- Necessary flight crew number and condition of crew
- Condition of sUAS and associated equipment
- The Remote Pilot in Command's understanding of their abilities and capabilities of the sUAS

(b) Prior to the operation and use of any sUAS, the Remote Pilot in Command shall conduct an inspection of the sUAS and its associated equipment for any conditions which would adversely affect the safe operation of the sUAS.

(c) If at any time during a flight mission the Remote Pilot in Command experiences any problematic condition with the sUAS, its associated equipment, or other outside factors, the Remote Pilot in Command will safely land the sUAS to assess and remedy the problem prior to continued use.

(d) If at any time during a flight mission, the Remote Pilot in Command believes that the situation or conditions dictate that the mission is no longer safe or feasible, the Remote Pilot in Command shall safely land the sUAS and cease all sUAS operations.

(e) Upon the completion of all flight missions, the sUAS Flight Documentation Form, as well as all necessary associated paperwork, shall be completed and submitted to the Program Coordinator or Supervisor assigned to the sUAS Unit.

(f) Notify the appropriate States Attorney's Office when a sUAS deployment occurs, as required by state law.

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601.4 TRAINING

Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the UAS and the procedures outlined in this policy

All department personnel with sUAS responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of the small unmanned aircraft system(s).

Assigned officers will undergo regular training on the equipment to ensure continued effective use, proficient operation of the equipment, and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy.

Additional training will be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

601.5 MAINTENANCE

All authorized Department sUAS and related equipment shall be maintained in a state of operational readiness, or shall be considered out of service until repaired or replaced.

Modifications outside the manufacturer's specifications shall not be made to any Department-owned sUAS.

No additional equipment shall be fitted to a sUAS without the approval from the Program Coordinator.

Assigned officer shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Program Coordinator.

601.6 USE OF SUAS

Only authorized pilots who have completed the required training shall be permitted to operate the sUAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

sUAS operations may be conducted during daylight or nighttime hours, in accordance with FAA rules. The sUAS should not be flown over people without a waiver or as authorized by FAA rules.

The sUAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the sUAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or his designee.

The Elmhurst Police Department may not use the sUAS to gather information except (725 ILCS 167/15):

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- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Chief of Police must ensure a report of its use, in writing, is submitted to the appropriate State's Attorney (See 601.3.3(f)).
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

601.6.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a sUAS owned by a private third party and information gathered by a sUAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

601.7 RESTRICTIONS

- 1. The sUAS shall not be used:
 - (a) To harass, intimidate, or discriminate against any individual or group.
 - (b) To conduct personal business of any type.
 - (c) Purposefully disturb or pursue wildlife.
- 2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - (a) Conduct a pre-flight check to ensure the sUAS is in condition for safe operation.
 - (b) Keep the sUAS in visual line of sight.
 - (c) Fly at or below 400 feet above ground level.
 - (d) Fly at or below 100 mph.
 - (e) Yield right of way to manned aircraft.
 - (f) Must not fly from a moving vehicle, except in rural areas.

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- (g) During an emergency situation, deviations from policy are permitted.
- 3. The sUAS shall not be weaponized.
- 4. The Program Coordinator or their designee shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- 5. Personnel shall notify the Program Coordinator or their designee when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

601.8 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the rules and regulations in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- (a) All recordings are considered investigative property of the Elmhurst Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- (b) Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Program Coordinator or Supervisor in Charge of the program.
- (c) Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

601.9 RETENTION AND DISCLOSURE OF SUAS INFORMATION

Within 30 days of sUAS use, the Program Coordinator or his designee shall destroy all information gathered by the sUAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the sUAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

601.10 REPORTING

ACCIDENT REPORTING

- 1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - (a) Serious injury to any person or loss of consciousness.

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- (b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- 2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - (a) Name and contact information for operators and witnesses.
 - (b) Type of operation.
 - (c) Type of device and registration number/certificate.
 - (d) Event location and incident details.
 - (e) Evidence collection such as photos, video, and device confiscation, if necessary.

601.10.1 REPORTING REQUIREMENTS

- (a) Every remote pilot in command shall be responsible for completing the following documentation when required by this departmental policy or state law:
 - (a) States Attorney's Office Notification Form
 - (b) sUAS Flight Documentation Form
- (b) Copies of the above forms shall be submitted to the Supervisor in Charge and Program Coordinator.
- (c) The completion of the above steps shall be noted by the remote pilot in command's report.
- (d) Annually, by April 1, the Program Coordinator or their designee shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, 725 ILCS 167/35.

601.11 PROVIDING SUAS ASSISTANCE

The Elmhurst Police Department sUAS Unit is authorized to assist other law enforcement agencies with sUAS deployment, provided all of the aforementioned criteria is met. The determination as to whether or not a member or members of the sUAS Unit will be dispatched to assist will be made by the on-duty shift supervisor. The on-duty supervisor shall make their determination based on the availability of Unit personnel and the severity of the incident for which assistance is requested. In the event that a member of the Unit is available at the time of the request, that member is to be consulted regarding the current weather conditions and the status of the sUAS equipment and will provide a recommendation as to whether or not a deployment is feasible.

The Elmhurst Police Department will retain footage of recorded flights that are requested by another law enforcement agency and will follow the aforementioned retention schedule for those recordings. Copies of the recordings may be released to the agency requesting assistance, with those copies becoming the property of the receiving agency.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

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UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

605.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

605.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

605.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

605.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

605.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

605.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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605.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

605.7 RETENTION OF UAS INFORMATION

The Records Unit supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

605.8 REPORTING

The Records Unit supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

605.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.

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- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

605.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

CJ Beyersdorfer

From: Steve Johnson
Sent: Friday, October 6, 2023 7:23 AM
To: James Mason; CJ Beyersdorfer
Subject: Fwd: Heads Up from ICJIA- UAS

-- Chief Steve Johnson

Begin forwarded message:

From: David Fellows <defellows@ileas.org>
Date: October 5, 2023 at 11:02:55 PM CDT
Subject: Heads Up from ICJIA- UAS

Notice: This email was sent from an outside address.

Greetings;

My apologies if you already got this from ICJIA: The new Illinois [Drones as First Responders Act \[Public Act 103-0101\]](#) requires ICJIA to publish on its website information on drone ownership and use on July 1 each year. The new reporting requirements include:

1. every law enforcement agency reporting drone ownership,
2. the number of drones owned by an agency,
3. the number of times a drone was used including
 1. the date/time/reason/location of use
 2. whether video was recorded, and their app
 3. whether the video is designated for retention for training purposes.
4. a copy of the agency's latest policy concerning drones as of April 1 of the current year (uploaded)

The new ICJIA online data collection form will be open for you to report on our website from March 1, 2024 – April 1, 2024. A reminder email will be sent to you in February 2024. In the next reporting period, you will be sharing information on drone ownership and use from June 16, 2023 to March 31, 2024. You will also need to upload your agency's current policy regarding drone usage. We request that you please submit drone information even if your agency did not own or use a drone.

Sincerely,

D

David E. Fellows
ILEAS
Regional Planning Coordinator / State Emergency Operations Center Liaison
Email: defellows@ileas.org
Cell: 618-806-5200

REMEMBER, PROACTIVE POLICE WORK CAN PREVENT A TERRORIST ATTACK AND SAVE LIVES

"We all sleep safe in our beds because there are rough men who stand ready in the night to visit violence on those who would do us harm."

"De Opresso Liber"

WARNING: THIS MESSAGE IS INTENDED FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED, LAW ENFORCEMENT SENSITIVE, AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT OR THE EMPLOYEE OR AGENT RESPONSIBLE FOR DELIVERING THIS MESSAGE TO THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY ME IMMEDIATELY BY REPLY OR BY TELEPHONE 618-806-5200 AND IMMEDIATELY DELETE THIS MESSAGE AND ALL ITS ATTACHMENTS.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



Forest Preserve District of DuPage County
Law Enforcement

General Order:	DEP 2-41.3a	Effective:	12-16-2019	Revised:	07-07-2023
Chapter:	XV – Patrol				
Subject:	Small Unmanned Aircraft Systems				
References:	DEP 2-17.6 , DEP 2-42.1 , DEP 2-46.8a , DEP 2-54 , DEP 2-81 , DEP 2-83 CALEA 17.5.2, 43.1.5 725 ILCS 5/108-3, 725 ILCS 167, 14 CFR 107 Addendum 1				

I. POLICY

It is the policy of this department to ensure authorized personnel are trained on the use of drones, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the drone will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

II. PURPOSE

To establish guidelines under which a drone may be utilized, in addition to the storage, retrieval, and dissemination of images and data captured by such systems.

III. DEFINITIONS

Federal Aviation Administration (FAA): a national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of U.S. assets during the launch or re-entry of commercial space vehicles.

Information: as defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the drone.

Notice to Airmen (NOTAM): a noticed filed with an aviation authority to alert aircraft pilots of potential hazards along a flight route or at a location that could affect the safety of the flight.

Parade: a march, procession or other similar activity consisting of persons, animals, vehicles or things, or any combination thereof, upon a public street, sidewalk, alley or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal other assemble protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command: person directly responsible for and is the final authority as to the operation of the drone.

Routed Event: a parade, walk or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration or other assembly protected by the First Amendment. (725 ILCS 167/5)

Shift Command Officer: any officer, who by title or temporary appointment supervises a given shift – includes Chief of Police, Lieutenant, Sergeants and Officer in Charge (OIC).

Small Unmanned Aircraft System (sUAS): otherwise referred to as a drone; a small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements (including communication links and the components that control the aircraft) that are required for the safe and efficient operation of the aircraft in the national airspace system.

Special Event: a concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is greater than or equal to 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but is less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration or other assembly protected by the First Amendment. (725 ILCS 167/5)

Visual Observer: the person designated by the remote pilot in command to assist with locating and avoiding other objects in the air (including other air traffic) or on the ground.

IV. PROCERURES

A. Program Coordinator

The designated individual assigned to oversee the drone program is responsible for the development and management of the following:

1. Policies and procedures conform to current laws, regulations and best practices.
2. FAA Certification of Authorization (COA) and/or the 14 CFR 107 application is complete and all certifications are current.

3. Remote pilots in command complete the required FAA, 14 CFR 107, and department trainings, which focus on the operation, applicable laws, policies, and procedures regarding the use of the drone.
4. Uniform protocol for submission and evaluation of requests to deploy the drone, including urgent requests made during on-going or emerging incidents.
5. Protocol for conducting criminal investigations involving the drone, including documentation of time spent monitoring a subject ([DEP 2-42.1](#)).
6. Protocol for notification to the public and media outlets regarding drone deployment, when appropriate.
7. Protocol governing the safe deployment and operation of a drone along with documenting all missions.
8. Protocol for drone inspection, maintenance and record keeping to ensure continued airworthiness of the drone.
9. Protocol to ensure all data intended to be used as evidence is accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody ([DEP 2-83](#)).
10. Protocol to ensure retention and purge periods are maintained in accordance with established Federal, State, and department records retention schedules.
11. Facilitate law enforcement access to images and data captured by the drone when useful and allowable.
12. Recommend program enhancements, especially regarding safety and information security.
13. Ensure established protocols are followed by conducting a documented annual report of the program and flight documentation.

B. Training Prior to Use of the sUAS

1. Prior to receiving authorization to operate a drone, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the drone and the procedures outlined in this general order.

2. Every two years assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment, and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or the department general order.
3. Additional training may be provided at periodic intervals for personnel in the use of drone equipment.

C. Department Use of sUAS

1. The department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the drone, and ensure these documents are current.
2. Any drone flight shall be conducted pursuant to The Freedom from Drone Surveillance Act ([725 ILCS 167/15](#)). In these situations, the drone may not be used to gather information, except during the following types of situations:
 - a. To counter a high-risk terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause under the Code of Criminal Procedure of 1963 ([725 ILCS 5/108-3](#)).
 1. The warrant must be limited to a period of forty-five (45) days, renewable by a judge upon showing good cause for subsequent periods of forty-five (45) days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence.
 1. The use of the drone under this paragraph is limited to a period of forty-eight (48) hours. Within twenty-four (24) hours of the drone initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney ([Notice of Drone Deployment](#)).
 - d. If the department is not undertaking a criminal investigation but is:
 1. Attempting to locate a missing person,
 2. Engaging in a search and rescue operation; or
 3. Aiding a person who cannot otherwise be safely reached.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the drone under this section on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

- f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts ([DEP 2-46.8a](#)). There is no requirement for an official declaration of disaster or public health emergency prior to use.
- g. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this section shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
- h. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
- i. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
- j. If a law enforcement agency is using a drone at a Routed Event or Special Event, as defined above.
 1. The use of a drone under this paragraph requires that:
 - notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety.
 - notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - the drone is flown in accordance with Federal Aviation Administration safety regulations.
 2. The drone may be used in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 3. Additionally, the drone may be used during the event to proactively support public safety personnel by monitoring the event footprint in real time to:
 - to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - to evaluate crowd size and density;
 - to identify activity that could present a public safety issue for the crowd, including crowd movement;

- to assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - to assess the traffic and pedestrian flow around the event in real time.
3. Department use drone deployments shall be authorized by the shift command officer. During an emergency situation where an official written request was not submitted, a memorandum outlining the reason for the use of the drone shall be submitted to the Program Coordinator; this shall be completed as soon as practicable.
 4. When a pilot is not on duty, the drone call out list ([Addendum 1](#)) shall be utilized. If there is a M.E.R.I.T. call out, the responding pilot shall contact the shift command officer as soon as possible to make notification of the response.
 5. Whenever possible, if the drone will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
 6. Before the drone is deployed, SkyVector (www.skyvector.com) shall be checked for any NOTAMS that may affect the flight.
 7. The shift command officer on scene shall notify the Chief of Police prior to any conversations with the media ([DEP 2-54](#)).
 8. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed ([DEP 2-83](#)).
 9. All uses of the drone will be documented on the [Drone Flight Log](#) and entered into the designated spreadsheet.

D. Request from Other Agencies

1. The department shall make a reasonable attempt to assist other DuPage County law enforcement agencies if department drone resources are requested. Approval from the shift command officer shall be obtained prior to utilizing the drone. If a request is made after hours, the Dispatch Center shall notify the on-call command officer, who will determine the appropriate response ([DEP 2-81](#)).
2. An attempt to notify the Chief of Police shall be made prior to any deployment of the drone.
3. Use of the drone outside of District property shall be in compliance with this general order and the appropriate statutes.

4. Requests from agencies outside of DuPage County shall be approved on a case-by-case basis by the Chief of Police, with consideration for the urgency of the crime/circumstances, available manpower, and travel distance from the county.

E. Accident Reporting

1. The remote pilot in command shall complete a [Property/Equipment Damage Report](#) and an incident report for any accident involving the drone and include the following information:
 - a. name and contact information for operators and witnesses
 - b. type of operation
 - c. type of device and FAA registration number/certificate
 - d. event location and incident details
 - e. evidence collection such as photos, video, and device confiscation, if necessary
2. The shift command officer shall be notified whenever a department drone is involved in an accident. The Chief of Police shall be notified when drone accidents are in accordance with FAA notifications.
3. The FAA requires notification of certain drone accidents, pursuant to the Drone Operation & Certification Regulations (14 CFR 107). Within ten (10) days after the accident, the remote pilot in command must report the following situations to the FAA:
 - a. serious injury to any person or loss of consciousness
 - b. damage to any property, other than the drone, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
4. When the FAA must be notified, the remote pilot in command shall use the FAA's Drone Zone Portal at: <https://faadronezone-access.faa.gov/#/>

F. Restrictions

1. The drone will not be used to:
 - a. conduct random surveillance activities or requests for information outside District property
 - b. target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation
 - c. harass, intimidate or discriminate against any individual or group
 - d. conduct personal business of any type, unless in accordance with [HB 3902](#).
 - e. any situation outside what is specified in Section IV.C.
2. Department personnel are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department

personnel are prohibited from using any information gathered by a drone with facial recognition software, unless either:

- a. The department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 - b. The department possesses reasonable suspicion that, under particular circumstance, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
3. No weapons of any kind will be attached to or deployed by a drone. (725 ILCS 167/18)
 4. Drone deployments by the department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - a. conduct a pre-flight check to ensure the drone in condition for safe operation
 - b. keep the drone in visual line of sight
 - c. for nighttime flying have anti-collision lighting visible from three (3) miles away
 - d. fly at or below 400 feet above ground level
 - e. fly at or below 100 mph
 - f. yield right of way to manned aircraft
 - g. must not fly over people
 - h. must not fly from a moving vehicle, except in rural areas
 5. During an emergency situation, deviations from the general order are permitted to the extent which is warranted by the emergency.
 6. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the drone operation can be safely conducted under the terms of the certificate waiver.
 7. Personnel assigned to be either a remote pilot or observer shall notify the program coordinator when they know or have reason to know that they have a physical or mental condition that would interfere with the safe operation of the drone.

G. Privacy Considerations

1. Use of the drone potentially involves privacy considerations. Without a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall take reasonable precautions to avoid inadvertently recording or transmitting images of any location where a person would have a reasonable expectation of privacy.
2. When there are specific and articulable grounds to believe the drone will collect evidence of criminal wrongdoing and/or if the drone will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

H. Inspection and Care of the Equipment

1. The drone and related equipment shall be maintained in the state of operational readiness ([DEP 2-17.6](#)).
2. Certified officers shall use reasonable care to ensure the proper functioning of the drone equipment. A designated officer shall maintain the [inspection log](#) verifying the drone equipment is in working order and turn in the log at the end of each calendar year. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
3. Prior to use, certified officers shall complete a [Drone Flight Report](#), which includes a pre-flight equipment checklist. Completed reports will be stored in the drone binder until the end of each calendar year.

I. Security of Recordings

Personnel should be aware that recordings may contain sensitive information and they are responsible for ensuring compliance. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

1. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused ([DEP 2-83](#)).
2. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Chief of Police, or his designee.

3. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
4. The disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

J. Recording Retention

1. Within thirty (30) days of the recording, the remote pilot in command shall destroy all information gathered by the drone, except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
2. All information gathered during a Routed Events or Special Events shall be destroyed within twenty-four (24) hours after being gathered.
3. All information gathered for infrastructure inspection shall be turned over to the requesting local government as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
4. When the recording does not fall under the statutory exemptions, documentation pertaining to use of the drone, such as location, date, time, scope of the mission is not subject to being destroyed within thirty (30) days of a recording.
5. The retention of recordings exempt from the thirty (30) day requirement is at the discretion of the Chief of Police or determined by the completion of the criminal investigation or criminal trial.

K. Reporting

Annually, by April 1, the program coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the department (725 ILCS 167/35), the number of times a drone was used pursuant to each paragraph of Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

L. Information from Private Drones

1. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section IV.C.4.

2. Private parties may voluntarily submit information acquired by their privately owned drone to the department.
3. The department shall not disclose any information gathered by the private drone. However, command staff, or their designee may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an on-going investigation or pending criminal trial.

M. Public Information

1. The department shall make publicly available on its website the policy governing the operation, use, administration, and oversight of its drone program. (725 ILCS 167/35)

N. Violations of State Statute and Policy

1. Per 725 ILCS 167/45, if the Department learns of violations of State Statute or this policy, the Department shall immediately take actions to prevent future violations through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of State Statute or this policy by personnel. If the Department learns of willful and wanton violations of the Drone Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Drone Act.
2. The Attorney General shall have authority to conduct investigations into patterns and practices of violations of this Act. The Attorney General may:
 - a. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 - b. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 - c. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued, the Attorney General may compel compliance through an action in the circuit court.
3. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Drone Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action.

4. Upon entry of an adverse judgment under the Drone as First Responders Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones for not less than 6 months for a first adverse judgment and up to one year for a second adverse judgment demonstrating a pattern or practice of violating the act.



FOX LAKE POLICE DEPARTMENT POLICY

No.
T513

Subject
SMALL UNMANNED AIRCRAFT SYSTEMS
(sUAS)

Date of Issue
October 22, 2019

Amended Date
June 21, 2023

Reference

725 ILCS 5/108-3 Grounds for a Search Warrant
725 ILCS 167 Freedom from Drone Surveillance Act
14 CFR 107 Drone Operation & Certification Regulations

Rescinds

PURPOSE: The purpose of this policy is to establish guidelines under which a small unmanned aircraft may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY: It is the policy of the Fox Lake Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

I. Definitions

Federal Aviation Administration (FAA) – A national authority, with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Remote Pilot in Command – Persons authorized by the Chief of Police and directly responsible for the operation of the small unmanned aircraft.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighs less than 55 pounds on takeoff including its associated elements, communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

Parade – A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Routed Event – A parade, walk, or race that is hosted by the State of Illinois or a county, municipality, township, or park district; is outdoors and open to the public; and has an estimated attendance of more than 50 people. A routed event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event – means a concert or food festival that is hosted by the State of Illinois or a county, municipality, township or park district.

II. Procedures

A. PROGRAM COORDINATOR: The Chief of Police appoints a program coordinator who is responsible for the management of the department's small unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
3. Consult with the Chief of Police or Commander regarding notification to the public and media outlets of sUAS deployment, when appropriate.
4. Ensure all personnel operate under the protocols governing the safe deployment and operation of a sUAS, along with documenting all missions. (See Annex A- UAS Mission Checklist and Annex B- Training/Flight Log)
5. Ensure that sUAS inspection and maintenance records are kept.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner consistent with existing department policies and procedures.
7. Recommend program enhancements, especially regarding safety and information security.
8. Conduct an annual audit of the program to include all documentation, and submit a report to the Chief of Police by January 15th.

B. TRAINING PRIOR TO USE OF THE sUAS

1. Prior to authorization to operate a sUAS, assigned personnel must complete an approved mandatory training program.
2. As needed, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy.

C. DEPARTMENT USE OF sUAS

1. The police department must obtain and maintain the applicable authorizations, waivers, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
2. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - a) To counter a high risk of a terrorist attack by a specific individual or

organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.

b) Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the state's attorney. (See Annex C- State's Attorney Notification Letter)

d) To locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached. while not also undertaking a criminal investigation.

e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.

g) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Reasonable attempts shall be made to only photograph the building or structure and to avoid other areas.

h) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.

i) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.

j) For routed or special events:

(1) In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or

(2) During the event to proactively support public safety personnel by monitoring the event footprint in real time:

- to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing
- to evaluate crowd size and density
- to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement
- to assist in the response of public safety personnel to a real-time public safety incident at the event; and
- to assess the traffic and pedestrian flow around the event in real time.

(3) A notice will be posted at the event location for at least 24 hours before the event and if practical will be posted at major entry points clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety.

3. Requests to deploy the sUAS shall be made to the Chief of Police or Commander.

4. If the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office, whenever possible.

5. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.

6. At the conclusion of each deployment, any evidentiary video recordings or digital images shall be securely downloaded and stored consistent with existing department policies and procedures.

7. All deployments of the sUAS will be documented on Annexes A and B. The minimum information shall include the purpose for the flight, the date, time, location, and a brief summary of the disposition of the mission.

D. ACCIDENT REPORTING

1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:

a) Serious injury to any person or loss of consciousness.

b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed

\$500.00 in the event of a total loss.

2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:

- a) Name and contact information for operators and witnesses.
- b) Type of operation.
- c) Type of device and registration number/certificate.
- d) Event location and incident details.
- e) Evidence collection such as photos, video, and device confiscation, if necessary.

3. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: https://www.faa.gov/uas/report_accident/.

E. RESTRICTIONS

1. The sUAS will not be used to:

- a) Conduct random surveillance activities or requests for information.
- b) Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- c) Harass, intimidate or discriminate against any individual or group.
- d) Conduct personal business of any type.
- e) Gather information using onboard facial recognition software, unless the drone is being used to counter a high risk of terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined credible intelligence indicates that there is such a risk or there is reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
- f) Use of any weapons equipped by the sUAS but not limited to any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:

- a) Conduct a pre-flight check to ensure the sUAS in condition for safe operation. This is covered in Section A.6.
- b) Keep the sUAS in visual line of sight.
- c) Fly during day or twilight hours.
- d) Fly at or below 400 feet above ground level.

- e) Fly at or below 100 mph.
- f) Yield right of way to manned aircraft.
- g) Must not fly directly over people.
- h) Must not fly from a moving vehicle, except in rural areas.
- i) During an emergency situation, deviations from policy are permitted.

3. The program coordinator may request a certificate waiver from the FAA which authorizes deviation from some of the above regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver. A copy of any certificate waiver must be available on-scene when operating under the terms of that certificate waiver.

4. Personnel shall notify the Program Coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS. That person shall not operate the sUAS until evaluated and cleared by the program coordinator.

III. PRIVACY CONSIDERATIONS

A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

IV. INSPECTION AND CARE OF THE EQUIPMENT

A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

B. Prior to use, the Pilot in Command shall inspect the sUAS and all related equipment to verify proper functioning, completing the Mission Checklist. (See Annex A)

V. INFORMATION DISCLOSURE

A. Personnel should be aware that information may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the information and/or intentional release of recordings the information to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

B. All information is considered investigative property of the Fox Lake Police

Department. The utmost care and caution shall be taken to ensure the information is not mishandled or misused.

C. Any violations related to unauthorized edits, alterations, and dissemination of this information shall be cause for disciplinary action.

D. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

E. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.

F. All information gathered by the drone shall not be sold nor disclosed to any person whom disclosure is not authorized under section 725 ILCS 167/25.

VI. INFORMATION RETENTION

A. Pursuant to 725 ILCS 167/20, within 30 days of the gathering of the information, the police department shall destroy all information gathered by the sUAS, except when there is reasonable belief that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial, or

1. If the drone was used for a routed or special event, all information gathered shall be destroyed within 24 hours.
2. If the drone was used for infrastructure inspection, the data shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
3. Drone data may be retained if it has been deemed to be exclusively used for training purposes and does not contain any personally identifiable information or the data consists of only flight path data, metadata, or telemetry information.

VII. REPORTING

A. Annually, by April 1, the program coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, the number of times a drone was used including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

VIII. INFORMATION FROM PRIVATE DRONES

A. The department may utilize information from private drones for the purpose of undertaking the tasks outlined in Section C - DEPARTMENT USE OF UAS.

B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.

C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or

the information is relevant to an on-going investigation or pending criminal trial.

By Order of

A handwritten signature in black ink, reading "Jimmy A. Lee, Jr." in a cursive script.

Jimmy A. Lee, Jr.
Chief of Police



FOX LAKE POLICE DEPARTMENT UAS MISSION CHECKLIST



GENERAL INFORMATION		
DATE / TIME OF INCIDENT:	JURISDICTION:	AGENCY CASE NUMBER:
LOCATION OF FLIGHT:	MISSION DESCRIPTION:	AUTHORIZATION TYPE: COA <input type="checkbox"/> PART 107 <input type="checkbox"/>
PILOT / AIRCRAFT INFORMATION		
PILOT IN COMMAND:	VISUAL OBSERVERS:	UAV FAA REGISTRATION NUMBER: FA3C4PCA49
PRE-FLIGHT INFORMATION		
CATEGORY:	ITEM:	COMPLETED
WEATHER (NOTE ACTUAL CONDITIONS)	Visibility (3 SM minimum):	
	Ceiling (600' minimum):	
	Winds (30-mph maximum):	
	Temperature (0 F minimum):	
	Precipitation:	
AIRSPACE / OPERATIONS AREA	Verify airspace and required waivers (controlled airspace, daylight operations).	
	Check for TFRs and NOTAMs.	
	Check for potential obstructions and hazards (terrain, towers, wires, etc.).	
T/O AND LANDING AREA	Identify primary T/O and landing zone (30' diameter and free of hazards).	
	Clearly mark T/O and landing zone and set up barriers. Use scene lighting for nighttime operations.	
	Identify emergency landing zones.	
PERSONNEL BRIEFING	Locate and review all emergency procedures.	
	Notify all personnel of communications procedures (radio, cell phone, etc.).	
	Notify all personnel of contact information/location of emergency services.	
	Notify all personnel of location of first aid equipment and fire extinguisher.	
UAS INSPECTION AND SETUP	Verify possession of licenses and waivers.	
	UAV: landing gear installed and locked, propellers installed and locked, batteries installed and locked.	
	Cameras: Z30-Gimbal II, XT2-Gimbal I (locked and micro SD cards inserted).	
	Control Station: locked to display, batteries locked, antennae attached.	
	Power up control station and verify boot-up.	
	Power up UAV and verify connection to control station.	
	Verify battery power levels.	
	Verify UAV P-mode / GPS-mode.	
Verify vision system active and all flight parameters set in DJI Pilot app.		
REPORTING OFFICER:	DEPARTMENT:	SUPERVISOR APPROVAL:



FLIGHT OPERATIONS		
CATEGORY:	ITEM:	COMPLETED
TAKEOFF	Announce takeoff and ensure T/O and landing zone is safe and clear.	
	Upon takeoff, hover in place at 10' and verify control and telemetry of UAV.	
	Verify UAV lighting including anti-collision lighting during nighttime operations.	
	Proceed with mission.	
LANDING	Announce landing and ensure T/O and landing zone is safe and clear.	
	Power down UAV first, and then control station.	
	Remove memory cards and store safely.	
	Disassemble UAS and check for damaged or worn components.	
NOTES		
REPORTING OFFICER:	DEPARTMENT:	SUPERVISOR APPROVAL:

[illegible]



DEPARTMENT OF POLICE

VILLAGE OF FOX LAKE

301 SOUTH ROUTE 59 • FOX LAKE, ILLINOIS 60020 • 847-587-3100

Date:

To: Lake County State's Attorney's Office FAX: (847) 360-0993

From: Chief Jimmy A. Lee Jr.

Reference: Drone Usage

Pursuant to the "Freedom from Drone Surveillance Act" 725 ILCS 167/15(3):

(3) If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Notification is hereby made of the use of a drone by law enforcement as follows:

Reason(s) (check one or more):

- ☐ To prevent imminent harm to life;
- ☐ To forestall the imminent escape of a suspect;
- ☐ To forestall the destruction of evidence.

Synopsis of Circumstances:

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

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UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Director of Public Safety will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require authorization of the Director of Public Safety or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment when required by 725 ILCS 167/15.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Director of Public Safety.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Unmanned Aerial System

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Director of Public Safety must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Information Services Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Unmanned Aerial System

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.9 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Glendale Heights Police Department

GENERAL ORDER # 2136	SUBJECT: Small Unmanned Aerial Systems (sUAS)
ACTIVE DATE: 07-06-2023	RESCINDS:
AUTHORITY: George A. Pappas, Chief of Police	
RELATED DOCUMENTS: <i>sUAS States Attorney's Office Notification Form, sUAS Preflight Checklist, sUAS Situation Report</i>	

.01 Purpose

This order establishes guidelines under which a small unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

.02 CALEA Standards

43.1.4, 43.1.5

.03 Policy

It is the policy of the Glendale Heights Police Department to ensure authorized Department members are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS shall be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

.04 Definitions

Federal Aviation Administration (FAA)—A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information—As defined in 725 ILCS 167/, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade—A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command—Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Routed Event—A parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Small Unmanned Aircraft System (sUAS)—A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event—A concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than

50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Visual Observer—The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

ORDER

.10 Program Coordinator and Team Supervisor

A. The designated Police Commander shall serve as the sUAS Program Coordinator, responsible for the management of the Department's small unmanned aircraft program. The Program Coordinator has the following responsibilities:

1. Supervision of the Team Supervisor in matters related to the sUAS program.
2. Ensure that policies and procedures conform to current laws, regulations, and best practices.
3. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
4. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and Department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
5. Annually, by April 1, report to the Illinois Criminal Justice Information Authority the following information:
 - a. The number of drones owned by the Department
 - b. The number of times the drone was used pursuant to each paragraph of 725 ILCS 167/15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c. The report shall contain a copy of the Department's latest policy concerning drones as of the most recent April 1.
6. Implement and make publicly available on the Department's website the Department's policy governing the operation, use administrations, and oversight of its drone program. (725 ILCS 167/35(c))

B. A Department supervisor with the rank of Sergeant or above and selected by the Chief of Police is the sUAS Team Supervisor. The Team Supervisor assists the Program Coordinator with the management of the Department's small unmanned aircraft program. The Team Supervisor shall have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training. The Team Supervisor has the following responsibilities:

1. Supervision of officers assigned to the sUAS in matters related to the sUAS program.
2. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
3. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
4. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate
5. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
6. Develop sUAS inspection, maintenance, and record keeping protocols to ensure continuing airworthiness of the sUAS, up to and including its overhaul or life limits.
7. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates

and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

8. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
9. Facilitate law enforcement access to images and data captured by the sUAS
10. Recommend program enhancements, especially regarding safety and information security
11. Ensure established protocols are followed by monitoring and providing quarterly program reports to the designated Police Commander.
12. Conduct a documented annual audit of the program and flight documentation.

.15 Training

A. Prior to authorization to operate a sUAS, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.

B. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or Department policy.

C. Additional training may be provided at periodic intervals for officers displaying a substandard performance in the use of sUAS equipment.

.20 Use of the sUAS

A. The Department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.

B. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations: (43.1.4)

1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of forty-five (45) days, renewable by a judge upon showing good cause for subsequent periods of forty-five (45) days.
3. Upon reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of forty-eight (48) hours. Within twenty-four (24) hours of the sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - a. Notification to the applicable State's Attorney's office shall be accomplished using the Notification of Drone Deployment form (Appendix A). The remote pilot in command shall complete the form and submit it to the Team Supervisor for approval. The Team Supervisor shall request the Chief of Police, or his/her designee, to sign the form within twenty-four (24) hours of the deployment. The Team Supervisor shall fax or email the completed form to the State's Attorney's Office and submit the form to the Records Section for filing with the incident report.
4. If the Department is not undertaking a criminal investigation but is:
 - a. Attempting to locate a missing person;
 - b. Engaging in search and rescue operations; or
 - c. Aiding a person who cannot otherwise be safely reached. while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas

belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:
 - a. Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - c. The drone is flown in accordance with Federal Aviation Administration safety regulations.
11. Under Section B.10 above, the Department may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - 1) To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - 2) To evaluate crowd size and density;
 - 3) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - 4) To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - 5) To assess the traffic and pedestrian flow around the event in real time.

C. Requests to deploy the sUAS flight shall be made to the Team Supervisor who will advise as to the status of the proposed flight.

D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

E. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.

F. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.

G. All uses of the sUAS shall be documented on an incident report or supplemental narrative. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

H. All uses of the sUAS shall be documented by the remote pilot in command on an sUAS Situation Report (Appendix C) and submitted to the Team Supervisor for approval.

.25 Accident Reporting

A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:

1. Serious injury to any person or loss of consciousness.
2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied: (a) the cost of repair including materials and labor does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

B. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:

1. Name and contact information for operators and witnesses.
2. Type of operation.
3. Type of device and registration number/certificate.
4. Event location and incident details.
5. Evidence collection such as photos, video, and device confiscation, if necessary.

C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

.30 Restrictions

A. The sUAS shall not be used to:

1. Conduct random surveillance activities or requests for information.
2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
3. Harass, intimidate, or discriminate against any individual or group.
4. Conduct personal business of any type.
5. Any situation outside what is considered an authorized Department use as outlined in this policy.

B. Department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:

1. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
2. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.(725 ILCS 167/17)

C. Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)

D. sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:

1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation.
2. Keep the sUAS in visual line of sight.
3. Fly during day or twilight hours.
4. Fly at or below 400 feet above ground level.
5. Fly at or below 100 mph.
6. Yield right of way to manned aircraft.
7. Must not fly over people.
8. Must not fly from a moving vehicle, except in rural areas.
9. During an emergency situation, deviations from policy are permitted.

E. The Team Supervisor shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.

F. A Department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

.35 Privacy Considerations

A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the Department shall obtain a search warrant prior to conducting the flight.

.40 Equipment Inspection and Care

A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

B. Prior to use, assigned officers shall:

1. Using the sUAS Flight Report, inspect the sUAS and related equipment to verify proper functioning and ensure batteries are fully charged in accordance to the manufacturer's recommendations.
2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

.45 Security and Retention of Recordings

A. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

B. All recordings are considered investigative property of the Glendale Heights Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

C. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Team Supervisor.

D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

E. Pursuant to 725 ILCS 167/20(a), within thirty (30) days of the recording, the Department shall destroy all information gathered by the sUAS within the following timeframes:

1. Destruction within thirty (30) days after being gathered pursuant to:
 - a. 725 ILCS 167/15(1) (terrorist attack);
 - b. 725 ILCS 167/15(2) (search warrant);
 - c. 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence);
 - d. 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - e. 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - f. 725 ILCS 167/15(6) (disaster or public health emergency); or
 - g. 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
2. Destruction within twenty-four (24) hours after being gathered pursuant to:
 - a. 725 ILCS 167/15(10) (routed event or special event).
3. All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.

F. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section E above, a Department supervisor may retain particular information if:

1. There is reasonable suspicion that the information contains evidence of criminal activity; or
2. The information is relevant to an ongoing investigation or pending criminal trial;
3. The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
4. The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))

G. Information Disclosure:

1. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, the Department shall not disclose any information gathered by the drone, except a Department supervisor may disclose particular information to another governmental agency when if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
4. Nothing in the Illinois Drones as First Responders Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

H. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20 thirty (30) days of a recording.

I. The retention of recordings which are exempt from the thirty (30) day statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

.50 Information Obtained from Private Drones

A. The Department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section IV.B above.

B. Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.

C. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

.55 Assistance to Other Agencies

The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a Department assigned operator respond with the equipment and operate it. All assists shall be documented in an incident report and a copy provided to the Team Supervisor. Assists to other agencies shall also require the completion of the sUAS Preflight Checklist, sUAS Situation Report, and the Notification of Drone Deployment form, if applicable.

.60 Policy Requirements and Violations

A. The Illinois Drones as First Responders Act requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))

B. The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:

1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))

C. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))

D. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))

E. Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))

GRANITE CITY POLICE DEPARTMENT

Title: Small Unmanned Aircraft Systems (sUAS) **Procedure: 6.100**

Date Issued:

Revised:

I. PURPOSE

- A. To provide Granite City Police Officers who are assigned responsibilities associated with the deployment and use of small unmanned aircraft systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with the law.

II. POLICY

- A. The deployment of small Unmanned Aircraft Systems (sUAS) by the Granite City Police Department is expected to assist the agency by providing increased situational awareness, improved cost-operating efficiency and enhanced officer safety. Deployments of this technology will be in direct support of emergency events, crime scene and vehicular accident forensics collection, tactical operations, officer training, firefighting support activities, disaster response and any other mission requiring aerial surveillance.
- B. This policy establishes sUAS program management, operation requirements, reporting and records management necessary to support law enforcement officers conducting missions as permitted by the Federal Aviation Administration (FAA) issued Certificate of Authorization.

III. DEFINITIONS

Certificate of Authorization (COA): Certificate of Authorization issued by the Federal Aviation Administration that permits public agencies and organizations to operate a particular aircraft for a particular purpose in a particular area or waives specific requirements for operations.

Digital Multimedia Evidence (DME): Digital recording of images, videos and associated data.

Federal Aviation Administration: The Divisions of the Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety and installs and maintains air-navigation and traffic-control facilities.

Small Unmanned Aircraft System (sUAS): UAS systems that utilize unmanned aircrafts weighing less than 55 pounds and are consistent with FAA regulations governing model aircraft.

sUAS Coordinator: Appointed by the Chief of Police or designee. This individual is responsible for the sUAS program management and retains full oversight responsibility of all logistical and administrative elements of sUAS operations for the agency. This includes, but is not limited to,

ensuring that any person that operates the sUAS, or has a responsibility with the sUAS operations, is properly trained and designated for whatever roles they may fill.

IV. PROCEDURE

- A.** All requests for the use of the sUAS shall be evaluated and authorized or denied by the Administrative Captain or his or her designee.
- B.** The department will utilize the sUAS to provide an aerial perspective in responding to public safety emergencies, law enforcement purposes and exigent circumstances. Potential uses include, but are not limited to:
 - a.** *Situational Awareness*-To assist law enforcement decision makers in understanding the nature, scale and scope of an incident and for planning and coordinating an effective response.
 - b.** *Search and Rescue*- To assist missing person investigations, AMBER Alerts, Silver Alerts and other search and rescue missions.
 - c.** *Scene Documentation*-To document crime scenes, accident scenes or other major incident scenes.
 - d.** *Visual Perspective*-To provide an aerial visual perspective to assist the Department in providing direction for crowd control, traffic incident management, special circumstances and temporary perimeter security.
 - e.** *Tactical Deployment*-To support the tactical deployment of officers and equipment in emergency situations (Example-incident involving hostages and barricaded persons, support for large scale tactical operation).
 - f.** *Community Outreach*- To document local events hosted in the City of Granite City or by the Granite City Police Department
 - g.** *Search Warrant*-Where there are specific and articulable grounds to believe the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectations of privacy, the department will obtain a search warrant prior to conducting the mission.
- C.** The sUAS will only be operated by department personnel who have been trained in the operation of the system.
- D.** A copy of the current valid COA shall be present whenever the sUAS operations are conducted.
- E.** All sUAS operations should be conducted at less than 400 feet above ground level or within the limitations of the COA.
- F.** A pre and post flight inspection will be conducted by the operator of the sUAS
- G.** The sUAS will not be flown in adverse weather conditions. This will be determined by the operator of the sUAS.
- H.** Equipping the aircraft with weapons of any kind is strictly prohibited.
- I.** Unauthorized use of the sUAS could result in disciplinary actions.

V. TRAINING

- A.** Personnel who are assigned to the sUAS program shall complete an agency approved training program which shall include all FAA requirements.
- B.** Additional training will be completed at the direction of the sUAS Coordinator to insure the safe operation of the sUAS, compliance with this policy and to address any needs identified or methods of improving the use of the sUAS.

- C. All personnel with sUAS responsibilities shall also be trained in any local and/or Federal laws and regulations governing the use and deployment of the sUAS.

VI sUAS REPORTING

- A. All sUAS missions will be documented under Guardian Tracking with a monthly report presented to the FAA.
- B. By April 1st of each year the sUAS Coordinator will report to the Illinois Criminal Justice Information Authority on how many sUAS the department has.

VII DME RETENTION AND MANAGEMENT

- A. All DME shall be maintained / handled in accordance with existing policy on data records retention, where applicable.
- B. If the sUAS is used as documented under Section 15 of 725 ILCS 167/1, the Department shall destroy all DME gathered by the sUAS within thirty (30) days unless one of the following exemptions exists:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
- C. All DME shall be securely downloaded at the completion of each mission.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

Best Practice

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

State

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.

Greenville Police Department

Policy Manual

Unmanned Aerial System

- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

Unmanned Aerial System

606.5 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Unmanned Aerial System

606.5.1 PRIVATE UAS OWNERS

State

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

State

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

Federal

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

State

The Administrative Assistant's Office supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

State

Unmanned Aerial System

The Administrative Assistant's Office supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System (UAS) Operations

616.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

616.2 POLICY

It is the policy of the Grundy County Sheriff's Office to utilize the UAS to enhance law enforcement operations, while exercising the utmost care to preserve the privacy and civil liberties of the public and adhere to Federal Aviation Administration (FAA) regulations.

616.3 PRIVACY

The UAS shall not record or transmit images that could not be lawfully viewed or obtained by law enforcement officers in a helicopter or airplane, or that would be used in violation of established privacy laws specific to law enforcement use of manned aircraft. Among further restrictions that may apply and absent an emergency, no UAS shall transmit or record images of any area where a person would have a reasonable privacy interest (e.g., residence, yard, enclosure area) in a manner that would exceed the capacity of unassisted human vision at a distance of at least 400 feet.

616.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the overall management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and current practices. Additional responsibilities include:

- Ensuring that required certificates of operation are kept current.
- Ensuring that all authorized operators have completed current department-approved training in UAS operation, applicable laws and policies.
- Facilitating law enforcement access to images and data captured by the UAS.
- Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- Recommending enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Sheriff.
- Within 30 days of UAS use, destroying all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

Grundy County Sheriff's Office

Grundy County SO IL Policy Manual

Grundy County SO IL Policy Manual

Unmanned Aerial System (UAS) Operations

- Prohibiting the disclosure of information gathered by the UAS, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Grundy County Sheriff's Office (725 ILCS 167/35).

616.5 USE OF UAS

The UAS must be operated within the guidelines of the certificate of authorization issued to this department by the FAA. Only authorized operators who have completed the required training in the use and application of the UAS shall be permitted to operate the system.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Sheriff or the authorized designee.

The Grundy County Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15)

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.

Unmanned Aerial System

614.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

614.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

614.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

614.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

614.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require prior authorization of the Chief of Police or the authorized designee, when the type of mission is a preplanned event.

Gurnee Police Department

Gurnee PD Policy Manual

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Unmanned Aerial System

- Maintaining a valid Certificate of Waiver or Authorization in lieu of the completion of a FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

614.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

Gurnee Police Department

Gurnee PD Policy Manual

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Unmanned Aerial System

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

614.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

614.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.

Gurnee Police Department

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Unmanned Aerial System

- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

614.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

614.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

614.9 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Gurnee Police Department

Gurnee PD Policy Manual

Gurnee PD Policy Manual

Unmanned Aerial System

614.10 COMPLIANCE WITH THE DRONES AS FIRST RESPONDERS ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

POLICE DEPARTMENT HANOVER PARK, ILLINOIS



DIRECTIVE: 297-P

REFERENCE STANDARDS: 17.5.2 41.1.3 41.2.5 83.2.2

SUBJECT: Small Unmanned Aircraft Systems (sUAS)

POLICY: It is the policy of the Hanover Park Police Department to ensure authorized personnel are trained on the use of small, unmanned aircraft systems (sUAS) to protect lives and property when other means and resources are not available or are less effective. Any use of the Police Department sUAS will be in strict compliance with the Illinois Freedom from Drone Surveillance Act (725 ILCS 167), Federal Aviation Administration Regulations, Title 14 of the Code of Federal Regulation (14 CFR) Part 107 requirements and privacy rights.

PURPOSE: This procedure establishes guidelines for the operation, maintenance, and reporting of a law enforcement small, unmanned aircraft system (sUAS) and the storage, retrieval, and dissemination of data acquired by the sUAS.

I. DEFINITIONS

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of U.S. assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the sUAS.

Parade: A march, procession or other similar activity consisting of person, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot-in-Command (PIC): A person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Routed Event: A parade, walk, or race that: (1) is hosted by the State of Illinois or county, municipality, township, or park district; (2) is outdoors and open to the public; (3) has an

POLICE OPERATIONS MANUAL

VILLAGE OF HANOVER PARK

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estimated attendance of more than 50 people. Routed event does not include any political protest, march demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event: A concert, festival, or gathering that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Visual Observer (VO): The person or persons designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

II. PROGRAM COORDINATOR AND TEAM SUPERVISOR

A. The Investigations Lieutenant is designated as the sUAS Program Coordinator, responsible for the management of the Department's small, unmanned aircraft program. The Program Coordinator has the following responsibilities:

1. Supervision of the Team Supervisor in matters related to the sUAS program.
2. Ensure that policies and procedures conform to current laws, regulations, and best practices.
3. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
4. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and Department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
5. Annually, by April 1, report to the Illinois Criminal Justice Information Authority the following information: (725 ILCS 167/35(a))
 - a. The number of drones owned by the Department.

- b. The number of times a drone was used pursuant to each paragraph of 725 ILCS 167/15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c. The report shall contain a copy of the Department's latest policy concerning drones as of the most recent April 1.
 6. Implement and make publicly available on the Department's website the Department's policy governing the operation, use, administration, and oversight of its drone program. (725 ILCS 167/35(c))
- B. A Department supervisor with the rank of Sergeant or above, and selected by the Chief of Police, is the sUAS Team Supervisor. The Team Supervisor assists the Program Coordinator with the management of the Department's small, unmanned aircraft program. The Team Supervisor shall have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training. The Team Supervisor has the following responsibilities: (41.1.3)
 1. Supervision of officers assigned to the sUAS in matters related to the sUAS program.
 2. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
 3. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
 4. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
 5. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
 6. Develop sUAS inspection, maintenance, and record keeping protocols to ensure continuing airworthiness of the sUAS, up to and including its overhaul or life limits.
 7. Develop protocol to ensure all data intended to be used as evidence is accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 8. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
 9. Facilitate law enforcement access to images and data captured by the sUAS.

10. Recommend program enhancements, especially regarding safety and information security.
11. Ensure established protocols are followed by monitoring and providing quarterly program reports to the Lieutenant responsible for the program.
12. Conduct a documented annual audit of the program and flight documentation.

III. TRAINING

- A. Prior to authorization to operate an sUAS, assigned personnel must complete mandatory training provided by an unmanned aerial systems class to obtain understanding of how to use a sUAS and the procedures outlined in this policy. The training will also serve as test preparation for the small, unmanned aircraft system test required by the FAA in order to be a remote pilot in command. (41.1.3)
- B. All department personnel with sUAS responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of the small, unmanned aircraft system(s).
- C. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy.
- D. Additional training may be provided at periodic intervals for personnel displaying substandard performance in the use of sUAS equipment. Additional training may be required at periodic intervals to ensure the continued effective operation of the sUAS and to incorporate changes, updates, or other revisions in policy, regulation, law, or the equipment itself.
- E. All certified personnel will be required to train with the sUAS at least one hour every two weeks to maintain their skills and proficiency.

IV. MAINTENANCE

- A. All authorized Department sUAS and related equipment shall be maintained in a state of operational readiness or shall be considered out of service until repaired or replaced. (17.5.2)
 1. Modifications outside the manufacturer's specifications shall not be made to any Department sUAS.
 2. No additional equipment shall be fitted to a sUAS without approval from the Chief of Police or his/her designee.

3. Assigned officers and personnel shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the sUAS Program Coordinator as soon as possible. The equipment shall not be stored in extreme temperatures.

V. DEPARTMENT USE OF sUAS

- A. Only operators who possess a current FAA Remote Pilot Certificate and who have completed the required training shall be permitted to operate the sUAS. (41.1.3)
 1. The Remote Pilot in Command shall utilize a Visual Observer whenever possible to help identify and avoid other air traffic or objects aloft or on the ground.
 2. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information except during the following types of situations (41.1.3)
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of forty-eight (48) hours. Within twenty-four (24) hours of the sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - d. If the Department is not undertaking a criminal investigation but is:
 1. Attempting to locate a missing person; (41.2.5)
 2. Engaging in search and rescue operations; or
 3. Aiding a person who cannot otherwise be safely reached.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

- f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared as defined by the Illinois Emergency Management Act (20 ILCS 3305/4), to manage a disaster by monitoring weather or emergency conditions, to survey the damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
- g. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
- h. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
- i. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. The Department's Public Safety Answering Point (PSAP) is DuComm.
- j. If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:
 1. Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 2. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 3. The drone is flown in accordance with Federal Aviation Administration safety regulations.
- k. Under Section 3(j) above, the Department may use the drone:
 1. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or

2. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - a. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - b. To evaluate crowd size and density;
 - c. To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - d. To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - e. To assess the traffic and pedestrian flow around the event in real time.
3. Requests to deploy the sUAS flight shall be made to the Team Supervisor who will advise as to the status of the proposed flight.
4. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
5. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
6. At the conclusion of each deployment, the recordings shall be securely downloaded, and proper evidence procedures shall be followed. (83.2.2)
7. All uses of the sUAS shall be documented on an Incident/Offense report or supplemental narrative. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.
8. All uses of the sUAS shall be documented by the remote pilot in command on an sUAS Flight Report and submitted to the Team Supervisor for approval. Additionally, the remote pilot in command shall complete the sUAS Flight Log which shall be maintained in a binder with the sUAS.

VI. SECURITY AND RETENTION OF RECORDINGS

- A. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A

breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

- B. All recordings are considered investigative property of the Hanover Park Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Team Supervisor.
- D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- E. Pursuant to 725 ILCS 167/20(a), the Department shall destroy all information gathered by the sUAS within the following timeframes:
 - 1. Destruction within thirty (30) days after being gathered pursuant to:
 - a. 725 ILCS 167/15(1) (terrorist attack);
 - b. 725 ILCS 167/15(2) (search warrant);
 - c. 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence);
 - d. 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - e. 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - f. 725 ILCS 167/15(6) (disaster or public health emergency); or
 - g. 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
 - 2. Destruction within twenty-four (24) hours after being gathered pursuant to 725 ILCS 167/15(10) (routed event or special event).
 - 3. All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.

- F. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section E above, a Department supervisor may retain particular information if:
1. There is reasonable suspicion that the information contains evidence of criminal activity;
 2. The information is relevant to an ongoing investigation or pending criminal trial;
 3. The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 4. The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))
- G. Information Disclosure
1. Pursuant to 725 ILCS 167/25, the Department shall not disclose any information gathered by the drone, except a Department supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
 2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
 3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
 4. Nothing in the Illinois Drones as First Responders Act (PA103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
- H. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.
- I. The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

VII. ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property other than the sUAS, unless the cost of repair, including materials, is not more than \$500.00, or the fair market value of the property is not more than \$500.00 in the event of a total loss.
 - a. When the accident meets the above criteria, the Remote Pilot in Command shall provide notification to the FAA by using the FAADroneZone portal at <https://faadronezone.faa.gov>
- B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.

VIII. ASSISTANCE TO OTHER AGENCIES

- A. The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a department assigned operator respond with the equipment and operate it. All assistance shall be documented in an Incident Report and a copy provided to the Team Supervisor. Assists to other agencies shall also require the completion of the sUAS Flight Report, the sUAS Flight Log, and the Notification of Drone Deployment form, if applicable.

IX. PROHIBITED USE AND RESTRICTIONS

- A. The sUAS shall not be used to: (41.1.3)
1. Conduct random surveillance activities or requests for information.

2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Any situation outside what is considered an authorized Department use as outlined in this policy.
- B. Use of Facial Recognition:
Department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:
1. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 2. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
- C. Use of Weapons:
Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)
- D. sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the sUAS is in condition for safe operation.
 2. Keep the sUAS in visual line of sight.
 3. Fly during day or twilight hours.
 4. Fly at or below 400 feet above ground level.
 5. Fly at or below 100 mph.
 6. Yield right of way to manned aircraft.
 7. Must not fly over people.
 8. Must not fly from a moving vehicle, except in rural areas.

9. During an emergency situation, deviations from policy are permitted.

- E. The Team Supervisor shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- F. A Department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

X. PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the Department shall obtain a search warrant prior to conducting the flight.

XI. EQUIPMENT INSPECTION AND CARE

- A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures. **(17.5.2)**
- B. Prior to use, assigned officers shall:
 - 1. Inspect the sUAS, and all related equipment, to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations. This inspection shall include, but not be limited to:
 - a. Inspecting the body of the sUAS, as well as the charging and camera cables to look for signs of visible damage; and
 - b. Ensuring the propeller blades are in flight-worthy condition.
 - c. Any sUAS, or related equipment, found to be not functioning properly shall be immediately taken out of service. The sUAS Program Coordinator shall be notified in writing as soon as practical.

XII. INFORMATION OBTAINED FROM PRIVATE DRONES

- A. The Department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section V(A)(2) above.
- B. Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.
- C. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

XIII. POLICY REQUIREMENTS AND VIOLATIONS

- A. The Illinois Drones as First Responders Act (PA103-0101) requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))
- B. The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 - 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))
- C. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))

- D. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))
- E. Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))

Unmanned Aerial System

605.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

The purpose of the UAS is to enhance law enforcement and public safety operations. A UAS may be used only while exercising the utmost care to preserve the privacy and civil liberties of the public. To that end, the UAS policy was prepared in accordance with Freedom from Drone Surveillance Act (725 ILCS 167-1 et seq.) and applicable Federal Aviation Administration regulations, and also supports the American Civil Liberties Union's recommendations listed in their Protecting Privacy from Aerial Surveillance - Recommendations for Government Use of Drone Aircraft publication.

Attachments:

[UAS Accident Incident Notification Procedures](#)

[Preflight Checklist 2023](#)

[HPPD SAO Drone Use Notification 2023](#)

605.1.1 DEFINITIONS.

Digital Multi-Media Evidence (DME): Digital recording of images, sounds, and associated data.

Drone Surveillance Act: The Illinois Freedom from Drone Surveillance Act, 725 ILCS 167/1 et seq., as may be amended.

Parade: A march, procession, or other similar activity consisting of persons, animals, vehicles or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires street closings or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration or other assembly protected by the First Amendment.

Routed Event – A parade, walk, or race that is hosted by the State of Illinois or county, municipality, township or park district that is outdoors, open to the public and has an estimated crowd attendance greater than 50 people. It does not include any political protest, march, demonstration or assembly protected by the First Amendment.

Small Unmanned Aircraft System (SUAS): an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft.

Special Event: A concert or food festival that is hosted by the State of Illinois or a county, municipality, township or park district that is outdoors, open to the public and has an estimated crowd attendance of more than 150 people in a local government with a population less

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than 50,000. It does not include any political protest, march, demonstration or assembly protected by the First Amendment.

Unmanned Aircraft (UA), Drone, or Unmanned Aerial Vehicle (UAV): an aircraft operated without the possibility of direct human intervention from within or on the aircraft.

Unmanned Aerial System (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

UAS Flight Crew member: A pilot, visual observer, payload operator, or other person assigned duties for a UAS for the purpose of flight or training exercise.

Unmanned Aircraft Pilot: A person exercising control over a UA/UAV/UAS during flight.

605.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

Any proposed changes to this policy shall be brought to the City Manager for review and approval prior to implementation.

605.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 DEPLOYMENT REQUIREMENTS

- (a) The Highland Park Police Department shall obtain applicable authorizations, permits, or certificates required by the FAA, prior to deploying or operating the UAS, and these authorizations, permits, and certificates shall be maintained and current.
- (b) The UAS will be operated only by Unmanned Aircraft Pilots who have been trained and certified in the operation of the system, and authorized by the Chief of Police or designee.
- (c) Only certified personnel shall inspect and test UAS equipment prior to each deployment to verify the proper functioning of all equipment, and the airworthiness of the device.

Unmanned Aerial System

- (d) The UAS equipment is the responsibility of UAS Flight Crew members and will be used with reasonable care to ensure proper functioning.
 - 1. Equipment malfunctions shall be brought to the attention of the UAS Coordinator.
- (e) The UAS equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the Department.
- (f) All flights will be documented in an applicable written report, with the exception of additional training and for required maintenance, and all flight times shall be accurately recorded.
 - 1. Each deployment of the UAS shall include information regarding the reason for the flight, the time, date, and location of the flight.
 - 2. The name of the supervisor approving the deployment and the staff assigned; and
 - 3. A summary of the activities covered, actions taken, and outcomes from the deployment.
- (g) Except for those instances which officer safety or investigation could be jeopardized, and where reasonably possible and practical, the Department will notify the public in the general area of the deployment. In addition, general public communication may be issued when the UAS is used including but not limited to notification via the City of Highland Park web site and social media.
- (h) If a drone is being used at a Routed Event or Special Event, notice must be posted at the event location at least 24 hours before the event at major points to the event, clearly informing the attendees that a drone may be used to monitor participant safety.

605.5 PROGRAM COORDINATOR

- a. Auditing flight documentation at regular intervals. The results of the audit and any changes to the flight time counter will be documented by memorandum.
- b. Conducting semi-annual inspections of equipment and report damage, missing equipment, and the need for maintenance or replacement parts.

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment, in coordination with the City's Communication Manager.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Auditing flight documentation at regular intervals. The results of the audit and any changes to the flight time counter will be documented by memorandum.
- Conducting semi-annual inspections of equipment and report damage, missing equipment, and the need for maintenance or replacement parts.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

Unmanned Aerial System

605.6 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The Highland Park Police Department may not use the UAS to gather information except as permitted by Section 15 of the Drone Surveillance Act, as follows:

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engaging in search and rescue operations or aiding a person who cannot otherwise be safely reached.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - 1. The use of a UAS on private property requires either a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedures of 1963, or lawful consent to search.
 - 2. The use of UAS on lands, highways, roadways, or areas belonging to the State or political subdivisions of this State does not require a search warrant or consent to search.
 - 3. The Department shall make every reasonable attempt to only photograph the crime scene or traffic crash scene, and avoid other areas.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather

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or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

1. The use of UAS does not require an official declaration of a disaster or public health emergency prior to use.
 2. The use of a UAS is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
 3. After each use of the UAS, the Deputy Chief or the Chief's designee, will review the usage of the UAS, including but not limited to, the digital multi-media recordings and associated data, to ensure compliance with this policy.
- (g) To conduct an infrastructure inspection of a designated building or structure at the request of a local government agency. The drone operator must make reasonable efforts to attempt to photograph only the building or structure.
- (h) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded.
- (i) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose is to locate victims, assist with victim health/safety needs, or to coordinate the emergency response.
- (j) At a routed or special event, but only as follows: there must be notice posted at least 24 hours prior to the event that clearly communicates real-time monitoring may be used at the upcoming event for participant safety in accordance with Section 10 of the Drone Surveillance Act.
1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

All deployments of UAS must be specifically authorized by the Chief of Police, the Chief's designee, or a sworn supervisor. The City Manager will be notified as soon as it is practicable and will notify the City Council thereafter. Training flights conducted in accordance with this policy do not require authorization or notification.

The UAS will operate in accordance with the Freedom from Drone Surveillance Act (725 ILCS 167) and shall be deployed and used only to support official law enforcement and public safety missions. However, in the event that this policy differs from the Freedom from Drone Surveillance Act, this policy will prevail.

605.6.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

605.6.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

Unmanned Aerial System

605.7 FEDERAL AVIATION ADMINISTRATION (FAA) OPERATIONAL LIMITATIONS

- (a) Operations will be conducted in accordance with 14 C.F.R. Part 107, unless a Certificate of Waiver or Authorization (COA) is obtained from the Federal Aviation Administration (FAA). Only the Chief of Police or Chief's designee, may authorize seeking a COA from the FAA.
- (b) Flight operations shall be visible line of sight (VLOS) only. At all times, the UAS must remain close enough to the operator or visual observer to see the aircraft with vision unaided by any device other than corrective lenses.
- (c) The UAS may not operate over any person(s) not directly involved in the operation, unless in compliance with Part 107 amendments.
- (d) The UAS must yield the right of way to other aircraft, manned or unmanned.
- (e) The use of a visual observer is required for all nighttime operations (after civil twilight).
- (f) First person view camera cannot satisfy "see-and-avoid" requirement, but can be used as long as requirement is satisfied in other ways.
- (g) The UAS must not exceed a maximum airspeed of 100 mph (87 knots)
- (h) The UAS must remain below an altitude of 400 feet above ground level.
- (i) The UAS must only operate when the minimum weather visibility is 3 miles or greater from the control station.
- (j) No UAS Flight Crew member may operate more than one unmanned aircraft operation at one time.
- (k) A preflight inspection of the small unmanned aircraft by a UAS Flight Crew member is required before flight and must be documented on a Preflight Checklist.
- (l) UAS Flight Crew members must stay out of airport flight paths and restricted airspace areas, and obey any FAA Temporary Flight Restrictions (TFRs) (<http://tfr.faa.gov/tfr2/list.html> or 1-800-WX-BRIEF), unless pre-authorization was granted through the LAANC system or controlling air tower.

605.8 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized in accordance with Section 18 of the Drone Surveillance Act. The UAS shall not be operated in an unsafe manner, in violation of the Freedom of Drone Surveillance Act (725 ILCS 167), and/or FAA rules. The UAS shall not be modified in any manner

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from the manufacturer's specifications or fitted with additional equipment without the authorization of the Chief of Police or designee.

Pursuant to Section 17 of the Drone Surveillance Act, tThe UAS operator is prohibited from using facial recognition software during a flight in accordance with 725 ILCS 167/17.

Pursuant to Section 45 of the First Responder Drone Act, Department pilots violating this Act shall be subject to progressive discipline, which may include additional training. Each violation will be reviewed by the UAS Coordinator for a recommendation on how to prevent future violations. Pilots who commit willful and wanton violations of the Act shall be immediately removed from the UAS program and their actions subject to Departmental investigation in accordance with the Employee Personnel Complaints Policy.

605.9 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within the timeframes set forth in Section 20 of the Drone Surveillance Act, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

All digital multi-media evidence (DME) shall be securely downloaded at the completion of each mission. The UAS certified operators will record information for each file that shall include the date, time, location and case report numbers, and identify the UAS operators involved in the mission.

- DME shall not be edited, altered, duplicated, copied, shared or otherwise distributed in any manner without prior written authorization and approval of the Chief of Police or designee.

605.10 REPORTING

The UAS Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Highland Park Police Department, the number of times a drone was used pursuant to each paragraph of Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35). The report shall also be provided to the City Manager no later than April 1 of each year to be shared with the City's Corporate Authorities.

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605.11 OVERSIGHT

- (a) The UAS Coordinator shall provide an annual report to the Chief of Police outlining the number of deployments in the field, locations of the incidents, applicable case report numbers, and any unusual circumstances surrounding the deployments during the preceding calendar year. The report shall be provided by the City Manager no later than April 1 of each year to be shared with the City Council.
- (b) The UASC shall establish a safety management system to track accidents, incidents, or mishaps (collectively, "events") involving department sUAS, determine the root cause of such events, develop procedures to mitigate adverse occurrences, and communicate the findings and procedures to Department UAS Flight Crewmembers.
- (c) The City shall make the Department's policy governing the operation, use, administration and oversight of the program available publicly on the City's website.

605.12 ACCIDENT REPORTING

- (a) Immediately after a mishap, incident or accident involving an Unmanned Aircraft, the Pilot in Command must provide initial notification to the UASC. Mishaps, incidents, and accidents may require notification of the Federal Aviation Administration (FAA), the National Transportation Safety Board (NTSB), or both.
 - 1. FAA notification should be made via the FAA Drone Zone website, <https://faadronezone.faa.gov/#/>, or such other website as the FAA may use for reporting in the future.
 - 2. Certain accidents also require notification to the National Transportation Safety Board (NTSB) via call to the agency's 24-hour Response Operations Center.
- (b) Refer to the "UAS Accident Incident Notification Procedures" attachment for instructions on reporting criteria and notification requirements to the FAA and NTSB.

605.13 TRAINING

Personnel who are assigned UAS must complete a Department approved training program to ensure proper use and operations.

- All training flight operations will take place on public property, or private property where permission and approval is granted, and the recording of any flight data shall be for the sole purpose of gaining an understanding of the features of the UAS.

Additional training may be required at periodic intervals to ensure the continued effective use and operation, proper calibration and performance of the equipment, and to incorporate changes, updates, or other revisions in policy and equipment.

All Department personnel with UAS responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of the UAS.

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605.14 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

605.15 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

UAS Accident.pdf

UAS Accident/Incident Notification Procedures

Certain accidents involving Unmanned Aircraft require reporting to the Federal Aviation Administration (FAA), the National Transportation Safety Board (NTSB), or both.

1. Should an accident occur during operation of a Department of Police sUAS, notify the UASC immediately, or as soon as safely practical.
2. Review the guidelines below addressing both FAA and NTSB notification requirements.
3. If it is believed that notification of the FAA or NTSB is required, notify the Chief of Police or the Chief's designee.

FAA Notification

1. No later than 10 calendar days after an accident, notify the FAA of all accidents/mishaps involving UAS operations where any of the following occur:
 - a. At least serious injury to any person or any loss of consciousness.
 - b. Damage to any property, other than the sUAS, unless:
 - i. The cost of repair (including materials and labor) does not exceed \$500; or
 - ii. The fair market value of the property does not exceed \$500 in the event of total loss.
2. The FAA accident report must be made within 10 calendar-days of the operation that created the injury or damage. The report may be submitted via the FAA DroneZone website, <https://faadronezone.faa.gov/>. Be prepared to provide the following information:
 - a. sUAS remote PIC's name and contact information;
 - b. sUAS remote PIC's FAA airman certificate number;
 - c. sUAS registration number issued to the aircraft, if required (FAA registration number);
 - d. Location of the accident;
 - e. Date of the accident;
 - f. Time of the accident;
 - g. Person(s) injured and extent of injury, if any or known;
 - h. Property damaged and extent of damage, if any or known; and
 - i. Description of what happened.
3. The following accidents, while not reportable to the FAA, are to be reported to the UASC.
 - a. Any incident/mishap that results in an unsafe/abnormal operation including but not limited to
 - i. A malfunction or failure of the unmanned aircraft's on-board flight control system (including navigation)
 - ii. A malfunction or failure of ground control station flight control hardware or software (other than loss of control link)
 - iii. A power plant failure or malfunction
 - iv. An in-flight fire
 - v. An aircraft collision
 - vi. Any in-flight failure of the unmanned aircraft's electrical system requiring use of alternate or emergency power to complete the flight
 - vii. A deviation from any provision contained in a COA issued by the FAA
 - viii. A deviation from an Air Traffic Control clearance or instruction.

- ix. A lost control link event resulting in
 - 1. Fly-away, or
 - 2. Execution of a pre-planned/unplanned lost link procedure.
- b. Initial reports (verbal) should be made as soon as possible.

NTSB Notification

1. Immediate notification to the NTSB is required for any accident in which a person suffers death or serious injury. 49 C.F.R. § 830.5.
2. Notification of “substantial damage” to the unmanned aircraft is only required for aircraft weighing more than 300 lbs. Id. § 830.2.
3. For NTSB notification purposes:

Serious injury means any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date of the injury was received; (2) results in a fracture of any bone (except simple fractures of fingers, toes, or nose); (3) causes severe hemorrhages, nerve, muscle, or tendon damage; (4) involves any internal organ; or (5) involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

Substantial damage means damage or failure which adversely affects the structural strength, performance, or flight characteristics of the aircraft, and which would normally require major repair or replacement of the affected component. Engine failure or damage limited to an engine if only one engine fails or is damaged, bent fairings or cowling, dented skin, small punctured holes in the skin or fabric, ground damage to rotor or propeller blades, and damage to landing gear, wheels, tires, flaps, engine accessories, brakes, or wingtips are not considered “substantial damage” for the purpose of this part.

4. Make NTSB Reports to the NTSB Response Operations Center at 844-373-9922 or 202-314-6290. See www.nts.gov. Include the following information, or as much of it as is available:
 - (a) Type, nationality, and registration marks of the aircraft;
 - (b) Name of owner, and operator of the aircraft;
 - (c) Name of the pilot-in-command;
 - (d) Date and time of the accident;
 - (e) Point of departure (and point of intended landing, if different);
 - (f) Position of the aircraft with reference to some easily defined geographical point;
 - (g) Number of persons killed and number seriously injured;
 - (h) Nature of the accident, the weather and the extent of damage to the aircraft, so far as is known; and
 - (i) A description of any explosives, radioactive materials, or other dangerous articles carried or other hazards associated with the accident.

Preflight Checklist 2023.pdf



HIGHLAND PARK POLICE DEPARTMENT

1677 Old Deerfield Rd, Highland Park IL. 60035 Phone (847) 432-7730 ★ Facsimile (847) 433-0180

UAV Preflight Checklist

Original Case Number: _____ UAV Use Case Number: _____

Date of Deployment: _____ Deployment Start Time: _____ End Time : _____

Location of Deployment: _____ Drone: M210 Mavic 2 M30T

Conditions: **Check Use Authorization** **Check Airspace Classification** **Check METAR** **Check For TFR**
Temp: _____ Cloud Ceiling: _____ Visibility: _____ Wind: _____

Controller Checklist: Extend Antenna

Battery	Screen	Extra Equipment	Optional
Install Batteries Where Needed	Mount IPAD to Controller	Install Lanyard if Needed	Connect to HotSpot if needed
Controller /	Set Brightness	Connect Controller to IPAD	

Aircraft Checklist: Check for any damage or mounting screws loose

Frame	Props	Battery	Payload
Landing gear locked	Checked for Damage	Do they Require Heating	IR Camera Bay 1 & Locked
Arms extended & secure	Installed & Locked	Install Tb55 & Locked	S30 Zoom Bay 2 & Locked
		Voltage 4.25v or greater/cell	Drop System If Needed
		Are the Batteries Paired	Additional Lighting if needed

Set Proper Return To Home Altitude

Identify wind direction and hover for 10 seconds. Check Controls for Responsiveness

Continue to Check Battery Voltage for Fluctuations and Land Prior to **3.7v** per cell at hover w/ m210

Allow Batteries to Cool Prior to Recharge

DON'T FORGET A SUPPLEMENT

Pilot: _____

DroneSense:

In Dronesense software enter Organization ID: HPPDIL

Sign on using your assigned credentials and enter your PIN

Select Either **Training Mission** or **Fly Mission** where applicable

Add Mission using the Add button and enter an incident number then select Join. Fly Mission

DJI Method: (If DroneSense Issues) DJI Pilot App

DJI username: hppd-drone@cityhpil.com Pw: hppddrone01

Helpful sites: <https://www.weather.gov/epz/>

Flying in restricted airspace? Permission can be granted

Flight permissions can be requested in restricted areas by taking advantage of the SGI system by calling the FAA's System Operations Support Center at 202-267-8276

Here are the types of authorizations and waivers that are eligible for expedited review under the SGI process:

- Flying in airspace (including controlled airspace and disaster Temporary Flight Restrictions) and/or at altitudes not otherwise permitted
- Flying Beyond Visual Line of Sight (BVLOS)
- After calling the SOSC, the operator must also send the request via email to 9-ator-hq-sosc@faa.gov.

To comply with reporting requirements please indicate on sheet and in your supplement the exception allowing the use of the UAV for your incident. Create a UAV Deployment Incident

Deployment Case Number: _____ **Exception:** _____

Exception 1: Terrorist Attack
30 days to destroy

Exception 2: Search Warrant
30 days to destroy

Exception 3: Prevent harm to life, forestall escape, destroy evidence
30 days to destroy

Exception 4: Missing Person Without Criminal Investigation
30 days to destroy

Exception 5: Traffic Crash Scene Photography
30 days to destroy

Exception 6: Disaster or Public Health Emergency
30 days to destroy

Exception 7: Infrastructure Inspection
Data turned over asap then destroyed

Exception 8: Demonstrate Capabilities of Drone
No video or images allowed

Exception 9: In Response to PSAP or Emergency Call
30 days to destroy

Exception 10: Use During Routed or Special Event
24 hour destruction (Required Signs 24 Hours Prior)

HPPD SAO Drone Use Notification 2023.pdf



HIGHLAND PARK POLICE DEPARTMENT

1677 Old Deerfield Rd, Highland Park IL. 60035 Phone (847) 432-7730 ★ Facsimile (847) 433-0180

Attention: _____ County State's Attorney Date: _____

The following is a notification from the Highland Park Police Department on behalf of Chief L. Jogmen, pursuant to the Illinois Drone Surveillance Act, and the Drones As First Responders Act specifically 725 ILCS 167/15, which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency meets any one of ten exceptions under the law. The use of a drone under this paragraph requires the chief executive officer or his designee report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15

Date of Deployment: _____ Deployment Start Time: _____

Length of Deployment: _____ # of drones deployed: _____

Location of deployment: _____

Outside Agency Request (circle one): YES NO Agency: _____ Case Number: _____

Unmanned aerial vehicle exception: _____ Data or Media used for training: YES NO

Video footage recorded (circle one): YES NO Is the video being kept as evidence: YES NO

Was any drone video footage obtained from a private third party: _____

HPPD Report # (if applicable): _____ Title of Report (if applicable): _____

Charges authorized (indicate if Misd. or Felony): _____

HPPD Drone pilot(s) who conducted the deployment: _____

Supervisor authorizing the deployment: _____

Summary of reasonable suspicion (attach additional pages or report if necessary): _____

Date/Time this notification was submitted to the S.A.: _____

Person submitting this notification to the S.A.: _____

Notification shall be made via email or fax: (Not Applicable if Training)

Lake County

Lake County State's Attorney's Office
State's Attorney Eric Rinehart
Cc: Legal Assistant Jacquelyn Quinn and Lauren Callinan
[18 North County Street](#)
[Waukegan, Illinois 60084](#)
Telephone: 847-377-3034
Email: jquinn@lakecountyil.gov & lcallinan@lakecountyil.gov

Cook County

Cook County State's Attorney's Office
State's Attorney Kim M. Foxx
69 W. Washington
Chicago, IL. 60602
Telephone: 312-603-1880
Fax: 312-603-9690
Email: statesattorney@cookcountyil.gov

Unmanned Aerial System

605.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

605.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

605.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

605.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

605.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

605.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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605.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

605.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

605.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

605.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

605.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

605.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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607.1 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

607.2 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

607.3 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.

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- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

607.4 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

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- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

607.4.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

607.4.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

607.5 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.

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- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

607.6 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

607.7 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

607.8 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Hillside Police Department

Hillside PD Policy Manual

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607.9 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Village of Huntley Police Department
STANDARD OPERATING PROCEDURE

Subject: **Unmanned Aircraft Systems (UAS)**
CALEA Standard Reference/s: None

General Order No. **41-018**
Effective Date: October 23, 2018

PURPOSE

The purpose of this policy is to establish guidelines under which unmanned air crafts may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Huntley Police Department to ensure authorized personnel are trained on the use of unmanned aircraft systems, hereinafter referred to as UAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict compliance to relevant statutes, constitutional, privacy rights and the Federal Aviation Administration and [14 CFR 107](#) requirements.

DEFINITIONS

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or reentry of commercial space vehicles.

Information – As defined in [725 ILCS 167](#), any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Notice to Airmen (NOTAM) – A notice filed with an aviation authority to alert aircraft pilots of potential hazards along a flight route or at a location that could affect the safety of the flight.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the unmanned aircraft.

Unmanned Aircraft (UA) – Any aerial vehicle that does not carry a human operator and operates without the possibility of direct human intervention from within or on the aircraft; also referred to as a drone.

Unmanned Aircraft System (UAS) – A small unmanned aircraft, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURE

A. PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the department's unmanned aircraft program. The program coordinator will ensure that policies and procedures

conform to current laws, regulations, and best practices and will have the following additional responsibilities:

1. Coordinate the FAA Certification of Authorization (COA) and/or the [14 CFR 107](#) application process; ensure all certifications are current.
2. Ensure all authorized remote pilots in command have completed all required Federal Aviation Administration (FAA), [14 CFR 107](#), and department approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
3. Develop uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
4. Develop protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
5. Implement a system for notification to the public and media outlets of UAS deployment, when appropriate.
6. Develop an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures, and secure communications with air traffic control facilities.
7. Develop protocol for fully documenting all missions.
8. Develop UAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
9. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
10. Develop protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
11. Facilitate law enforcement access to images and data captured by the UAS.
12. Recommend program enhancements, especially regarding safety and information security.
13. Ensure that established protocols are followed by monitoring and providing periodic program reports to the Deputy Chief of Patrol Services.
14. Conduct a documented, annual audit of the program and flight documentation.

B. TRAINING PRIOR TO USE OF THE UAS

1. Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the UAS and the procedures outlined in this policy.

2. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or [14 CFR 107](#) requirements, statutes or department policy.
3. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of UAS equipment.

C. DEPARTMENT USE OF UAS

1. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the UAS, and ensure these documents are current.
2. Pursuant to [725 ILCS 167/15](#), the UAS may not be used to gather information, except during the following types of situations:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause under [Section 108-3 of the Code of Criminal Procedure of 1963](#). The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - d. To locate a missing person while not also undertaking a criminal investigation.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.
3. Except in situations listed above, requests to deploy a UAS flight shall be submitted to the on duty supervisor. During an emergency situation where an official written request was not submitted, a memorandum outlining the reason for use of the UAS shall be submitted to the program coordinator; this shall be completed as soon as practicable.
4. Whenever possible, if a UAS will be flying within 5 miles of hospital heliport (Northwestern Medicine Hospital Huntley), the program coordinator shall submit flight data via the [B4UFly App](#). Additionally,

notification shall be made to the respective hospital's emergency department charge nurse at 224-654-0000 and Flight for Life at 414-778-5427.

5. Before the drone is deployed, SkyVector (www.skyvector.com) shall be checked for any NOTAMS that may affect the flight.
6. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.
7. All uses of the UAS will be documented on a [Drone Flight Check List](#) and an Xpediter supplemental report. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

D. ACCIDENT REPORTING

1. The FAA requires notification of certain UAS accidents. Pursuant to [14 CFR 107](#) Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - a. Serious injury to any person or loss of consciousness.
 - b. Damage to any property, other than the UAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. The remote pilot in command is required to initiate a police report for any accident involving the UAS. The police report shall include the following information:
 - a. Name and contact information for operators and witnesses
 - b. Type of operation
 - c. Type of device and registration number/certificate
 - d. Event location and incident details
3. Evidence collection such as photos, video, and device confiscation, if necessary. (Note: search warrants may be required to download the recorded or still footage from the UAS.)
4. The remote pilot in command shall provide notification to the FAA by using the [accident reporting portal](#) on the FAA's website.

E. RESTRICTIONS

1. The UAS will not be used to:
 - a. Conduct random surveillance activities or quests for information

- b. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - c. Harass, intimidate or discriminate against any individual or group.
 - d. Conduct personal business of any type.
 - e. Any situation outside what is specified in Section C above.
2. No weapons of any kind will be attached to or deployed by a UAS.
3. UAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
- a. Conduct a pre-flight check to ensure UAS in condition for safe operation. This is covered in Section G below;
 - b. Keep the UAS in visual line of sight;
 - c. Fly during day or twilight hours;
 - d. Fly at or below 400 feet above ground level;
 - e. Fly at or below 100 mph;
 - f. Yield right of way to manned aircraft;
 - g. Must not fly over people; and
 - h. Must not fly from a moving vehicle, except in rural areas.
4. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the UAS operation can be safely conducted under the terms of the certificate waiver.
5. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the UAS.

F. PRIVACY CONSIDERATIONS

- 1. Use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- 2. When there are specific and articulable grounds to believe that the UAS will collect evidence of criminal wrongdoing and/or if the UAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

G. INSPECTION AND CARE OF THE EQUIPMENT

1. The UAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
2. Prior to use, assigned officers shall:
 - a. Using the [Drone Flight Check List](#), inspect the UAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
 - b. Inspect the body of the UAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

H. SECURITY OF RECORDINGS

1. Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the requirements in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
2. All recordings are considered investigative property of the Huntley Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
3. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
4. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
5. Pursuant to [725 ILCS 167/25](#), the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

I. RECORDS RETENTION

1. Pursuant to [725 ILCS 167/20](#), within 30 days of the recording, the police department shall destroy all information gathered by the UAS, except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
2. When the recording does not fall under the statutory exemptions, documentation pertaining to use of the UAS, such as location, date, time, scope of the mission, is not subject to being destroyed within 30 days of a recording.

3. The retention of recordings that are exempt from the 30-day requirement is at the discretion of the program coordinator or determined by the completion of the criminal investigation or criminal trial.

J. REPORTING

1. Annually, by April 1, the program coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, per [725 ILCS 167/35](#).

K. INFORMATION FROM PRIVATE DRONES

1. The department may utilize or direct the acquisition of information from private drones only for the purpose of undertaking the tasks outlined in Section C, Department Use of UAS, above.
2. Private parties may voluntarily submit information acquired by a privately owned drone to the police department.
3. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an on-going investigation or pending criminal trial.

This order supersedes all previous written and unwritten policies and practices of the Village of Huntley Police Department as related to Unmanned Aircraft Systems (UAS).

This ORDER was issued by: _____
Robert Porter, Chief of Police

Effective Date: October 23, 2018

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

1. PURPOSE

This order establishes policy and guidelines for the operation, maintenance, and reporting of a law enforcement unmanned aircraft system (UAS) and storing, retrieving, and disseminating data acquired by the UAS.

2. DEFINITIONS

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of U.S. assets during the launch or re-entry of commercial space vehicles.

Small Unmanned Aircraft System (sUAS): A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Information: As defined in **725 ILCS 167/5**, any evidence, images, sounds, data, or other information gathered by the UAS.

Remote Pilot-in-Command (PIC): A person directly responsible for and is the final authority for the operation of the small unmanned aircraft.

Visual Observer (VO): The person or persons designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

Parade: As defined in **725 ILCS 167/5**, a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls.

Routed event: As defined in **725 ILCS 167/5**, means a parade, walk, or race that:

- A. is hosted by the State of Illinois or a county, municipality, township, or park district;
- B. is outdoors and open to the public and
- C. has an estimated attendance of more than 50 people.

Special event: As defined in **725 ILCS 167/5**, means a concert or food festival that:

- A. is hosted by the State of Illinois or a county, municipality, township, or park district;
- B. is outdoors and open to the public and
- C. has an estimated attendance of ... (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000 "Parade," "Routed event," and "Special event" do not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

3. PROGRAM COORDINATOR

The Chief of Police shall appoint a Program Coordinator who will be responsible for the management of the Joliet Police Department UAS program. The program coordinator will ensure that policies and procedures conform to current laws, FAA regulations, and best practices.

The Program Coordinator, or his designee, shall also be responsible for:

- 3.1 Coordinating the FAA Certificate of Waiver or Authorization (COA) application

- process and ensuring that the COA is current or ensuring that all operators and observers have a current FAA Remote Pilot Certificate (Part 107).
- 3.2 Ensuring that all authorized operators and required observers have completed all required FAA and Department-approved training in the operation, applicable laws, policies, and procedures regarding using the UAS.
 - 3.3 Register all UASs with the FAA.
 - 3.4 Obtaining any necessary FAA waivers (night operations, etc.).
 - 3.5 Implementing a system for public notification of UAS deployment.
 - 3.6 Developing an operational protocol governing the deployment and operation of a UAS includes, but is not limited to, safety oversight, the use of visual observers, the establishment of lost link procedures, and secure communication with air traffic control facilities.
 - 3.7 Developing a protocol for fully documenting all missions and conducting an annual audit of the program, including:
 - A. Number of deployments in the field
 - B. Locations of the incident(s)
 - C. Purpose of the deployments
 - D. Report numbers, if applicable
 - E. Any unusual circumstances surrounding the deployment(s)
 - 3.8 Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS.
 - 3.9 Ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence consistent with General Order 16-1.
 - 3.10 Developing protocols that ensure information retention and purge periods are maintained in accordance with the Illinois Freedom from Drone Surveillance Act 725 ILCS 167.
 - 3.11 Informing the Illinois Criminal Justice Information Authority (ICJIA) by April 1st annually (725 ILCS 167/35):
 - A. The number of drones owned by the Police Department
 - B. The number of times a sUAS was used pursuant to 725 ILCS 167/15, including:
 - i. The date and time of use
 - ii. The reason for the use
 - iii. The location
 - iv. Whether the video was recorded
 - v. Whether the video is designated for retention for training purposes
 - C. The most recent copy of this sUAS policy as of the most recent April 1st.
 - 3.12 Make this sUAS policy publicly available on the Joliet Police Department website.

4. POLICY

It is the policy of the Joliet Police Department to ensure authorized personnel are trained on the use of UAS, as well as the laws and regulations governing the use of UAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective.

5. TRAINING

Before authorization to operate a UAS, assigned personnel must complete mandatory training provided by the department to understand how to use the UAS and the procedures outlined in this policy.

- 5.1 All department personnel with UAS responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of the small unmanned aircraft system(s).

- 5.2 Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use and operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy.
- 5.3 Additional training may be provided at periodic intervals for personnel displaying substandard performance in using UAS equipment. Additional training may be required at periodic intervals to ensure the continued effective operation of the UAS and to incorporate changes, updates, or other revisions in policy, regulation, law, or the equipment itself.

6. MAINTENANCE

All authorized Department UAS and related equipment shall be maintained in a state of operational readiness or shall be considered out of service until repaired or replaced.

- 6.1 Modifications outside the manufacturer's specifications shall not be made to any Department UAS.
- 6.2 No additional equipment shall be fitted to a UAS without approval from the Chief of Police or their designee.
- 6.3 Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the UAS Program Coordinator as soon as possible. The equipment shall not be stored in extreme temperatures.

7. DEPARTMENT USE OF UAS

Only operators authorized through a COA or who possess a current FAA Remote Pilot Certificate and who have completed the required training shall be permitted to operate the UAS.

- 7.1 Prior to use, assigned officers shall inspect the UAS and all related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations. This inspection shall include, but not be limited to:
 - A. Inspecting the body of the UAS, as well as the charging and camera cables, to look for signs of visible damage; and
 - B. Ensure the propeller blades are in flight-worthy condition.
 - C. Any UAS or related equipment not functioning properly shall be immediately taken out of service. The UAS Program Coordinator shall be notified in writing as soon as practical.
- 7.2 The Remote Pilot in Command shall utilize a Visual Observer whenever possible to help identify and avoid other air traffic or objects aloft or on the ground.
- 7.3 Pursuant to 725 ILCS 167/15, the UAS may not be used to gather information except during the following types of situations:
 - A. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - B. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - C. Upon a reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. Under this paragraph, the use of the UAS is limited to a period of 48 hours. Within 24 hours of the UAS initiation under this paragraph, the Chief of Police, or his designee on his behalf, must report its use, in writing, to the appropriate local State's Attorney.
 - D. Not also undertaking a criminal investigation,

1. Attempt to locate a missing person
 2. Engage in search and rescue operations
 3. Aiding a person who cannot otherwise be safely reached
 - E. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Under this paragraph, the use of the UAS on private property requires either a search warrant or lawful consent to search. Regarding lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to photograph only the crime scene or traffic crash scene and to avoid other areas.
 - F. To obtain information necessary to determine whether a disaster or public health emergency should be declared as defined by the Illinois Emergency Management Act (20 ILCS 3305/4), to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency before use.
 - G. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency while making every reasonable attempt to photograph only the building or infrastructure.
 - H. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided no information is collected or recorded during said demonstrations.
 - I. At a routed event or special event, provided that:
 1. Notice is posted at the event location for at least 24 hours before the event, clearly communicating that a drone may be used at the upcoming event for the purpose of real-time monitoring of participant safety and
 2. Notice is posted (if practical) at major entry points to the event informing attendees that a drone may be used for real-time monitoring of participant safety.
 - J. To create maps and determine appropriate access routes, staging areas, and traffic routes in advance of an event before participants have begun to assemble, providing no personal identifying information is recorded and the information that is recorded is not used in any criminal prosecution.
 - K. To proactively support public safety personnel with real-time monitoring of an event to:
 1. Detect a breach of event space by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 2. Evaluate crowd size and density;
 3. Identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 4. Assist in the response of public safety personnel to a real-time public safety incident at the event;
 5. Assess traffic and pedestrian flow around the event.
- 7.4 Whenever possible, if the UAS is flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- 7.5 When appropriate, notification of the UAS deployment shall be made to the public and/or media outlets.
- 7.6 After each deployment, the recordings shall be securely downloaded, and proper evidence procedures shall be followed.

- 7.7 All uses of the UAS will be documented on a form or database. Information shall include the reason for the flight, the date, time, and location, the remote pilot and assigned crew, and a summary of the activities covered, actions taken, and outcome of the deployment.
- 7.8 Deployment of a UAS shall require authorization of the Chief of Police, Program Coordinator, or an authorized designee, such as the shift Watch Commander.
- 7.9 UAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below but are not limited to:
 - A. Conduct a pre-flight check to ensure the UAS is in condition for safe operation.
 - B. Keep the UAS in a visual line of sight.
 - C. Fly at or below 400 feet above ground level.
 - D. Fly at or below 100 mph.
 - E. Yield right of way to manned aircraft.
 - F. Must not fly over people.
 - G. Must not fly from a moving vehicle, except in rural areas.
 - H. During an emergency situation, deviations from policy are permitted.
- 7.10 The Program Coordinator shall request a certificate waiver from the FAA, which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the UAS operation can be safely conducted under the terms of the certificate waiver.

8. SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

- 8.1 All recordings are considered investigative property of the Joliet Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- 8.2 Employees shall not edit, alter, erase, copy, share, or otherwise distribute in any manner information collected by the UAS without authorization by the Program Coordinator.
- 8.3 Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another governmental agency, when there is reasonable suspicion that the information contains evidence of criminal activity or information relevant to an ongoing investigation or pending criminal trial.
- 8.4 Private parties may voluntarily submit information acquired by a privately owned drone to the police department. The department shall not disclose any information gathered by private drones. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or information relevant to an ongoing investigation or pending criminal trial.
- 8.5 Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
- 8.6 Information gathered by the drone shall not be sold or disclosed to any person to whom disclosure is not authorized pursuant to 725 ILCS 167/25.
- 8.7 Information gathered by the drone may be disclosed pursuant to a court order or subpoena concerning a criminal proceeding if the disclosure is regarding a completed traffic crash investigation.

9. RECORDS RETENTION

- 9.1 Pursuant to 725 ILCS 167/20, the police department shall destroy all information gathered by the UAS in the following timeframes:
- A. All information gathered pursuant to a counter-terrorism deployment, obtaining a search warrant, preventing imminent harm to life, forestalling the imminent escape of a suspect or destruction of evidence, missing persons, search and rescue, aiding a person who cannot be safely reached, crash and crime scene, disaster, or public health emergency shall be destroyed within **30 days** after being gathered.
 - B. All information gathered related to a routed or special event shall be destroyed within **24 hours** after being collected.
 - C. All information gathered pursuant to a qualified infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practical and shall be destroyed immediately after the information has been turned over.
- 9.2 When the recording does not fall under the 725 ILCS 167 exemptions, documentation pertaining to the use of the UAS, such as date, time, location, and scope of the mission, is not subject to being destroyed within 30 days of a recording.
- 9.3 The retention of recordings exempt from the 30-day requirements as outlined in section 9.1 is at the discretion of the Program Coordinator or determined by the completion of the criminal investigation or trial. A sworn supervisor may retain particular information if:
- A. There is reasonable suspicion that the information contains evidence of criminal activity;
 - B. The information is relevant to an ongoing investigation or pending criminal trial;
 - C. A supervisor deems the information will be used exclusively for training purposes provided that any such information shall not contain any personally identifiable information;
 - D. The information consists only of flight path data, metadata, or telemetry information of the drone.

10. ACCIDENT REPORTING

- 10.1 The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within ten days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
- A. Serious injury to any person or loss of consciousness.
 - B. Damage to any property, other than the UAS, if the cost of repair, including materials, is more than \$500.00 or the property's fair market value is more than \$500.00 in the event of a loss.
- When the accident meets the above criteria, the Remote Pilot in Command shall provide notification to the FAA by using the FAADroneZone portal at <https://faadronezone.faa.gov>
- 10.2 The Remote Pilot in Command is required to initiate a police report for any accident involving the UAS. The police report shall include the following information:
- A. Operator(s) and witnesses.
 - B. Type of operation (search and rescue, crash investigation, training, etc.)
 - C. Date, time, location, and weather conditions.
 - D. Evidence collection such as photos and videos of the UAS and the UAS itself if necessary.

11. PROHIBITED USE

The Department UAS will *not* be used to:

- 11.1 Conduct random surveillance activities or requests for information.
- 11.2 Conduct personal business of any type.
- 11.3 Harass, intimidate, or discriminate against any individual or group.
- 11.4 Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
- 11.5 Gather information during a flight with onboard facial recognition software or use information gathered by a drone with facial recognition software pursuant to the Drones as First Responders Act 725 ILCS 167/17, unless:
 - A. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization, and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or
 - B. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
- 11.6 Transport or activate any weapons such as a firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

12. VIOLATIONS

Any violations of this order or the Drones as First Responders Act 725 ILCS 167 shall result in immediate **DISCIPLINARY PROCEDURES** as outlined in *G.O. 2-18*. Per statute 725 ILCS 167/45, this shall include:

- 12.1 Training
- 12.2 Discipline
- 12.3 Progressive discipline for repeat violations or other means to prevent repeat violations.

Willful and wanton violations of the Drones as First Responders Act shall result in the immediate removal of the pilot from the drone program. The Joliet Police Department will take action to prevent future willful and wanton violations of the Act.

Revised: October 4, 2023

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Sheriff.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Sheriff or the authorized designee.

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Unmanned Aerial System (UAS) Operations

The Kankakee County Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

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Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Kankakee County Sheriff's Office (725 ILCS 167/35).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for office operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the office's current UAS policy is posted on the office's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Office by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a office supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Office and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the office's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

LAKE BLUFF POLICE DEPARTMENT GENERAL ORDER		Number	23-06-29
		Effective Date	6/29/23
Subject		Reviewed	2023
Unmanned Aerial System (UAS) Operations			
Chief of Police			
Matthew J. Smizinski			

I. PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

II DEFINITIONS

Definitions related to this policy include:

Drone Surveillance Act: The Illinois Freedom from Drone Surveillance Act, 725 ILCS 167/1 et seq., as may be amended.

Federal Aviation Administration (FAA) – National aviation authority in the United States.

Remote Pilot in Command (RPIC) - The individual with the final authority and responsibility for operation and safety of UAS operations.

Routed Event: A parade, walk, or race that is hosted by the State of Illinois or county, municipality, township or park district that is outdoors, open to the public and has an estimated crowd attendance greater than 50 people. It does not include any political protest, march, demonstration or assembly protected by the First Amendment.

Small Unmanned Aircraft System (sUAS) – An unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft.

Special Event: A concert or food festival that is hosted by the State of Illinois or a county, municipality, township or park district that is outdoors, open to the public and has an estimated crowd attendance or more than 150 people in a local government with a population less than 50,000. It does not include any political protest, march, demonstration or assembly protected by the First Amendment.

Unmanned Aircraft (UA), Drone, or Unmanned Aerial Vehicle (UAV): an aircraft operated without the possibility of direct human intervention from within or on the aircraft.

Unmanned Aerial System (UAS): An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

Visual Observer – If used, a UAS flight crew member designated by the RPIC to assist with the responsibility to identify and avoid other air traffic or objects in the air or on the ground.

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III POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The RPIC will make the final determination if an UAS can be deployed. Factors such as weather, safety, and legality should determine the suitability of a deployment.

IV PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

V PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including

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encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

VI USE OF UAS

- A. Only authorized operators who have completed the required training shall be permitted to operate the UAS.
- B. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order.
- C. The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.
- D. The Lake Bluff Police Department may not use the UAS to gather information except permitted by Section 15 of the Drone Surveillance Act (725 ILCS 167/15) as follows:
 - (1) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - (2) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - (3) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - (4) To locate a missing person, engaging in search and rescue operations or aiding a person who cannot otherwise be safely reached.
 - (5) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on

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private property requires either a search warrant or lawful consent to search.

- (6) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (7) To conduct an infrastructure inspection of a designated building or structure at the request of a local government agency. The drone operator must make reasonable efforts to attempt to photograph only the building or structure.
- (8) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded.
- (9) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose is to locate victims, assist with victim health/safety needs, or to coordinate the emergency response.
- (10) At a routed or special event in accordance with Section 10 of the Drone Surveillance Act as follows:
 - i. notice is posted at least 24 hours prior to the event at the event location that clearly communicates real-time monitoring may be used at the upcoming event for participant safety;
 - ii. notice is posted, if practical, at major entry points to the event clearly informing attendees that a drone may be used for the purpose of real-time monitoring of participant safety;
 - iii. the drone is flown in accordance with FAA safety regulations;
 - iv. in advance of the routed or special event before participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and no recorded information is used in any criminal prosecution

E. PRIVATE UAS OWNERS

This policy and its restrictions apply to the Department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

VII PROHIBITED USE

A. The UAS video surveillance equipment shall not be used:

- (1) To conduct random surveillance activities.
- (2) To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- (3) To harass, intimidate, or discriminate against any individual or group.
- (4) To conduct personal business of any type.

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- B. The UAS shall not be weaponized in accordance with Section 18 of the Drone Surveillance Act.**
- C. Pursuant to Section 17 of the Drone Surveillance Act, the UAS operator is prohibited from using facial recognition software during a flight.**
- D. The UAS shall not be operated in an unsafe manner, in violation of the Drone Surveillance Act, or FAA regulations. The UAS shall not be modified in any manner from the manufacturer's specifications or fitted with additional equipment without the authorization of the Chief of Police or designee.**

VIII RETENTION AND DISCLOSURE OF UAS INFORMATION

- A. Within the timeframes set forth in Section 20 of the Drone Surveillance Act, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).**
- B. The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).**
- C. Records of drone usage, including flight path data, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/1 *et seq.*).**

IX REPORTING

The Records Section supervisor shall report, in writing, annually, by April 1, to the Illinois Criminal Justice Information Authority the following:

- A. The number of UAS's owned by the Lake Bluff Police Department (725 ILCS 167/35); and**
- B. The number of times a drone was used pursuant to each paragraph of Section 15 of the Drone Surveillance Act including:**
 - (1) The date of use;**
 - (2) Time of use;**
 - (3) Reason for use;**
 - (4) Location;**
 - (5) Whether video was recorded; and**
 - (6) Whether the video is designated for retention for training purposes.**


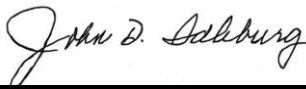
The report must also contain a copy of Lake Bluff's policy concerning drones as of the most recent April 1.

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CANCELLATION:

Any previously issued directives, orders, memorandums or other Department policy, written, verbal or implied, dealing with this subject are hereby rescinded as of the effective date.

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General Order		Issued: 10/27/2023	Policy Number: 4.3.06
 Lake County Sheriff's Office	Policy Title: Small Unmanned Aircraft Systems (sUAS)		
	Section: 4 – Support / Special Services		
	By order of the Sheriff:		Replaces: NEW
ILEAP Standards: NA			Page 1 of 8
Any previously written orders, directives, or memoranda of Sheriff's Office policy dealing with this subject are hereby rescinded as of the effective date of the policy.			

PURPOSE

To establish guidelines under which small, unmanned aircraft systems (sUAS) (aka Drones) may be utilized, and the storage, retrieval, and dissemination of images and data captured by such systems. In this policy, the terms sUAS and drone are used interchangeably.

POLICY

It is the policy of the Lake County Sheriff's Office (LCSO) to ensure authorized agency members are trained on the proper use of sUAS to enhance the agencies mission of protecting our communities and maintaining order when other means and resources are not available or are less effective. Any use of a sUAS will comply with regulations of the Federal Aviation Administration (FAA) and Illinois State Laws.

DEFINITIONS

14 CFR Part 107 - Regulations issued by the FAA for the commercial or public operation of small, unmanned aircraft systems.

Drone - Any aerial vehicle that does not carry a human operator. (725 ILCS 167/5)

Federal Aviation Administration (FAA) - The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety and installs and maintains air-navigation and air traffic-control facilities.

Information - Any evidence, images, sounds, data, or other information gathered by a drone. (725 ILCS 167/5)

Law Enforcement Agency - Means any agency of this State or a political subdivision of this State which is vested by law with the duty to maintain public order and to enforce criminal laws. (725 ILCS 167/5)

Parade - Means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, ally, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command (PIC) - Authorized operator of the sUAS who is ultimately responsible for the operation and safety of the flight. Holds current FAA pilot certification for sUAS.

Risk Analysis - A structured risk-mitigation procedure to determine the risk of flight.

Routed Event - Means a parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. "Routed event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Safety Stand Down - A temporary suspension of all flight operations.

Small Unmanned Aircraft System (sUAS) aka "drone" - A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event - Means a concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. "Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

PROCEDURE

I. PROGRAM ADMINISTRATION

A. sUAS Coordinator – A command officer selected by the LCSO Administration to oversee the safe operation of the agency sUAS program. The coordinator will perform established Pilot-in-Command responsibilities when applicable. The coordinator is responsible for ensuring the training of all sUAS pilots in accordance with LCSO operating procedures and overseeing the daily operation of the LCSO sUAS program. The duties of the coordinator include (but are not limited to) the following:

1. Ensuring compliance with all FAA regulations and IL State Laws.
2. Safe efficient and dependable sUAS support.
3. Ensuring all LCSO sUAS pilots are certified to the required level.
4. Ensuring adequate pilot proficiency in required areas is maintained by all sUAS pilots.
5. Per 725 ILCS 167/35, report annually, by April 1, to the Illinois Criminal Justice Information Authority the following:
 - a. The number of sUAS owned by the LCSO.

- b. The number of times a sUAS was used pursuant to each paragraph of 725 ILCS 175/15 to include the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c. A copy of the current LCSO policy as of the most recent date of April 1.
 - d. To aid in the collection of this data, all sUAS PIC must complete a fillable form for each flight they conduct which is located on the Sheriff's Office Intranet page under Useful Links.
 6. Per 725 ILCS 167/35, ensure the current copy of this policy governing the operation, use, administration, and oversight of the LCSO program is posted on the Sheriff's Office website for public viewing
- B. sUAS Safety Officer – The sUAS Coordinator will act as the Safety Officer unless another sUAS deputy or command officer is assigned this task. The Safety Officer is responsible for assisting the sUAS Coordinator with pilot training and whose duties include (but are not limited to) the following:
1. Assisting in the duties listed for the sUAS Coordinator.
 2. Monitoring maintenance requests and remaining up to date with technological advances and equipment that may be beneficial to provide more efficient services.
 3. Supervising and inspecting of all sUAS pilots and their activities as well as sUAS equipment.
- C. PIC – The sUAS Coordinator, with approval from the Sheriff's Administration, will identify and select candidates when additional PICS's are needed. A PIC must remain knowledgeable of all applicable FAA regulations, LCSO policy, and IL State Laws governing the use of a sUAS.
1. Only PIC's who are employees of the LCSO and are certified in accordance with FAA regulations may act as a PICS of an LCSO sUAS.
 2. PIC's must comply with all applicable FAA requirements and maintain FAA sUAS pilot certification.
 3. PIC's may be temporarily removed from flight status by the sUAS Coordinator, the sUAS Safety Officer, or a member of the Sheriff's Administration at any time for reasons including, but not limited to, performance, proficiency, etc., A PIC may be permanently removed from the team for cause.
 4. Failure to maintain assigned equipment, and/or failure to meet training requirements or certification requirements may result in permanent removal from the sUAS program.
- D. PIC Fitness for Flight – The PIC must continually evaluate his or her physical and mental condition for any indication which would impair judgment or degrade their ability to fly the sUAS.

1. No person may act as a PIC of an LCSO sUAS within eight hours of consumption of any alcoholic beverage.
 2. Any PIC whose ability to pilot a sUAS is affected by any drug will not operate the sUAS. It is the PIC's responsibility to ask his/her doctor if any prescribed drug or over-the-counter medication will affect their ability to function as a PIC.
 3. The PIC must decline or terminate a flight when the PIC determines his or her fitness for flight may be less than adequate to maintain a sufficient level of flight safety.
 4. If a PIC is on light duty and not at full duty status, the PIC must turn the assigned sUAS in to the sUAS Coordinator or sUAS Safety Officer until returned to full duty status.
- E. Visual Observer – A visual observer must be used to assist the PIC during all night operations unless there are exigent circumstances.

II. USE OF A SUAS

- A. Only an LCSO owned sUAS is authorized for use, a personally owned sUAS is not authorized.
- B. The use of the sUAS must be in accordance with all applicable FAA regulations, State of IL Laws, and the manufacturer's recommendations.
- C. All agency PICs must follow the LCSO sUAS SOP.
- D. Pursuant to 725 ILCS 167/15, a sUAS may be used by the LCSO for the following purposes:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.
 2. If a law enforcement agency first obtains a search warrant based on probable cause.
 3. If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone is limited to 48 hours of the initiation and the chief executive officer of the law enforcement agency must report in writing to the use of a drone to the local State's Attorney.
 4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.

5. If a law enforcement agency is using a drone solely for crime scene and traffic crash scene photography. The photography must be conducted in a geographically confined and time-limited manner. The use of the drone on private property requires a search warrant or lawful consent to search. Every reasonable attempt must be made to only photograph the crime scene or traffic crash scene and avoid other areas.
6. To obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of the drone is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that not information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. If a law enforcement agency is using a drone at a routed event or special event. The use of a drone under this paragraph requires that:
 - a. Notice is posted at the event location for at least 24 hours before the even and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b. Notice is posed, if practical, at major entry point to the event clearly information the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - c. The drone is flown in accordance with FAA safety regulations.

Under this paragraph, a law enforcement agency may use the drone:

- i. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
- ii. During the even to proactively support public safety personnel by monitoring the even footprint in real time:

- (a) To detect a breach of event space, including a breach by an unauthorized vehicle, and interruption of a parade route, or a breach of an event barricade or fencing;
- (b) To evaluate crowd size and density;
- (c) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
- (d) To assist in the response of public safety personnel to a real-time public safety incident at the event; and
- (e) To assess the traffic and pedestrian flow around the event in real time.

E. Facial Recognition

- 1. A law enforcement agency operating a drone is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone.
- 2. A law enforcement agency operating a drone is prohibited from using any information gathered by a drone with any facial recognition software, unless either
 - a. The law enforcement agency is using a drone to counter a high risk of terrorist attack by a specific individual or organization and the United Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

- F. Use of Weapons – A law enforcement agency operating a drone is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

III. USE OF INFORMATION

- A. Information Retention – Per 725 ILCS 167/20 - If a law enforcement agency uses a drone under 725 ILCS 167/15, the agency shall destroy all information gathered by the drone within the following timeframes:
- 1. All information gathered pursuant to paragraph (1), (2), (3), (4), (5), (6), or (9) of Section 15 shall be destroyed within 30 days after being gathered.
 - 2. All information gathered pursuant to paragraph (10) of Section 15 shall be destroyed within 24 hours after being gathered.
 - 3. All information gathered pursuant to paragraph (7) of Section 15 shall be turned over to the requesting local government agency as soon as practicable, and all gathered information

shall be destroyed immediately after the information has been turned over.

4. Notwithstanding subsection (a) a supervisor at a law enforcement agency may retain particular information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity;
 - b. The information is relevant to an ongoing investigation or pending criminal trial;
 - c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - d. The information consists of only flight path data, metadata, or telemetry information of the drone.

B. Information Disclosure – Per 725 ILCS 167/25

1. If a law enforcement agency uses a drone under Section 15, the agency shall not disclose any information gathered by the drone, except that a supervisor of that agency may disclose particular information to another government agency if
 - a. There is reasonable suspicion that that information contains evidence of criminal activity or
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under the act.
3. A law enforcement agency that uses a drone under Section 15 shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under this section.
4. Nothing in this Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

IV. VIOLATIONS AND OVERSIGHT - Per 725 ILCS 167/45

- A. If the LCSO learns of violations of this Act, the LCSO shall immediately take actions to prevent future violations of the Act through any one or more of the following means:
 1. Training,
 2. Discipline, including progressive discipline for repeat violations, or
 3. Other means that will prevent repeated violations of the Act by law enforcement.

4. If the LCSO learns of willful and wanton violations of this Act, the agency shall immediately remove the pilot from the drone program and take action to prevent future willful and wanton violations of the Act.
- B. The Attorney General shall have authority to conduct investigations into patterns of practices of violations of this Act per 725 ILCS 167/45 (b) through 167/45 (e).

V. DISCIPLINE

Members violating this policy will be subject to progressive discipline up to and including termination in accordance with all applicable Sheriff's Office rules, regulations, and policies.

VI. ATTACHMENTS

- A. 4.3.06A – sUAS Standard Operating Procedure

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Remote Pilot in Command (RPIC) - The individual with the final authority and responsibility for operation and safety of UAS operations.

Unmanned Aircraft System (UAS) An unmanned aircraft system is an aircraft that is operated without direct human intervention from within or on the aircraft. Also called remote piloted aircraft or drones, unmanned aircraft systems may be equipped with technology that allows the operator to gather information (i.e. any evidence, images, sounds, data, or other information).

Small Unmanned Aircraft System (sUAS) – An unmanned aircraft and its associated elements, including communication links and the components that control the aircraft that are required for safe and efficient operations, that is under 55 pounds. Small Unmanned Aircraft Systems are covered under 14 CFR Part 107

Visual Observer – If used, a UAS flight crew member designated by the RPIC to assist with the responsibility to identify and avoid other air traffic or objects in the air or on the ground.

Federal Aviation Administration (FAA) – National aviation authority in the United States.

Parade - A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Routed Event - A parade, walk, or race that:

1. Is hosted by the State of Illinois or county, municipality, township, or park district;
2. is outdoors and open to the public; and
3. has an estimated attendance of more than 50 people.

"Routed Event" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event - A concert or food festival that:

1. Is hosted by the State of Illinois, or a county, municipality, township, or park district;
2. Is outdoors and open to the public; and

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3. Has an estimated attendance of:
 - i. 150 or more people in a unit of local government with a population that is less than 50,000;
 - ii. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000;
 - iii. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or
 - iv. 500 or more people in a unit of local government with a population that is 500,000 or more.

"Special Event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The RPIC will make the final determination if an UAS can be deployed. Factors such as weather, safety, and legality should determine the suitability of a deployment.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 USE OF FACIAL RECOGNITION

The Lake Forest Police Department is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. The Department is prohibited from using any information gathered by a drone with any facial recognition software, unless either:

- i. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
- ii. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

(725 ILCS 167/17)

606.8 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

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606.9 UAS INFORMATION DISCLOSURE

Information gathered during a UAS operation may not be disclosed except during the following circumstances:

1. Upon the request of another governmental agency provided that:
 - (a) There is reasonable suspicion that the information contains evidence of criminal activity, or
 - (b) The information is relevant to an ongoing investigation or pending criminal trial.
2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act.

No member of this Department shall sell information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized.

Nothing prevents the disclosure of information through a court order, or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a complete traffic crash investigation.

606.10 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.11 OVERSIGHT

Following a drone deployment, the Administration shall review the circumstances surrounding the use of the drone to determine if proper laws, policies, and procedures were followed.

If the Lake Forest Police Department learns of any violations of state law, the Administration shall immediately take action to prevent future violations through training, discipline, or other means to prevent repeated violations. If it is determined that Department members willfully and wantonly violated state law, the pilot in question shall be immediately removed from the drone program. The Administration shall take immediate actions to prevent further willful and wanton violations from occurring (725 ILCS 167/45).

606.12 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

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- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.13 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

601.1.1 DEFINITIONS

Definitions related to this policy include:

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601.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

601.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

601.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

601.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

601.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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601.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

601.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

601.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

601.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

601.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

601.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS by the police.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. Nothing in this policy prohibits utilization of a UAS operated by a non-law enforcement entity, in a joint mission or unified command post operation. Any support mission that is a primary law enforcement mission must comply with this policy.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.

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- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

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Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

615.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

615.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

615.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

615.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

615.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
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- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

615.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

615.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

Unmanned Aerial System

615.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

615.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

615.7 RETENTION OF UAS INFORMATION

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

615.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

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Unmanned Aerial System

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

615.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

615.10 REPORTING

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Small Unmanned Aerial System (sUAS) Operations

604.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

604.1.1 DEFINITIONS

Definitions related to this policy include:

Federal Aviation Administration (FAA) - A national authority with powers to regulate all aspects of civil aviation. The FAA regulates the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Remote Pilot In Command (PIC) - A person directly responsible for the operation of small unmanned aircraft.

Small Unmanned Aerial System (sUAS) - Commonly referred to as a drone, a small unmanned aircraft that does not carry a human operator, weighs less than 55 pounds on takeoff, with its associated elements, which includes communication links and the components that control the aircraft which are required for the safe and efficient operation of the aircraft. An sUAS is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)). An sUAS may be equipped with supporting or attached systems designed for gathering information through imaging, recording or any other means.

Visual Observer - A person designated by the PIC to assist in observing and avoiding other air traffic and objects aloft or on the ground.

604.2 POLICY

sUAS's may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sUAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

604.3 PRIVACY

The use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, PIC's and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). PIC's and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during sUAS operations.

Small Unmanned Aerial System (sUAS) Operations

604.4 DRONE COORDINATOR

The Chief of Police will appoint a Drone Coordinator who will be responsible for the management of the sUAS program. The Drone Coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized PIC's and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a sUAS, including urgent requests made during ongoing or emerging incidents. Deployment of a sUAS shall require authorization of the on-duty Shift Commander or other authorized designee, depending on the type of mission.
- Where applicable, implementing a system for public notification of sUAS deployment.
- Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Ensuring that all missions are documented in a case or supplemental report.
- Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence is processed and maintained in accordance with established department evidence protocols.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the sUAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by program monitoring and providing an annual program report to the Chief of Police.

604.5 USE OF SUAS

Only authorized PIC's who have successfully completed the required training and the required FAA license shall be permitted to operate the sUAS.

All sUAS flights will be documented on a Libertyville Police Department Flight Report Form. [See attachment: LPD Flight Report Form.pdf](#)

The sUAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the sUAS that is not specifically related to the operation or mission of

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Small Unmanned Aerial System (sUAS) Operations

this department shall require the express authorization of the Chief of Police or their authorized designee. The transfer or download of any images and data must contain evidence of criminal activity, or the information must be relevant to an ongoing investigation or pending criminal trial ([725 ILCS 167/20](#)).

The Libertyville Police Department may not use the sUAS to gather information except ([725 ILCS 167/15](#)):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Under this paragraph, the Drone Coordinator must report the agency's use of an sUAS within 24 hours of sUAS initiation, in writing, to the State's Attorney using the LPD Drone Use State's Attorney Notification Form. [See attachment: LPD Drone Use States Attorney Notification Form.pdf](#)
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

Drone operations will be conducted in accordance with [14 C.F.R. Part 107](#), unless a Certificate of Waiver or authorization (COA) is obtained from the FAA. Only the Chief of Police or their designee may authorize the COA request through the FAA.

604.5.1 PRIVATE SUAS OWNERS

This policy and its restrictions apply to the department's directed use of a sUAS owned by a private third party and information gathered by a sUAS voluntarily submitted to the Department by a private third party ([725 ILCS 167/40](#)).

604.5.2 SUAS ACCIDENT REPORTING

The FAA requires notification of certain sUAS accidents. Pursuant to [14 C.F.R. Part 107](#) Drone Operation and Certification Regulations, the PIC must report accidents to the FAA within 10 days of the accident in the following situations:

- (a) Serious injury to any person, or loss of consciousness

Small Unmanned Aerial System (sUAS) Operations

- (b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - 1. The cost of repair, including materials and labor does not exceed \$500.00
 - 2. The fair market value of the property does not exceed \$500.00 in the event of a total loss

The PIC is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:

- (a) Name and contact information for operators and witnesses
- (b) Type of operation
- (c) Type of device and registration number/ certificate
- (d) Event location
- (e) A detailed account of the incident
- (f) Evidence collection such as photos, video and device confiscation, if necessary

In the event of an accident involving an sUAS, the PIC shall provide notification to the FAA through the [FAA's Drone Zone Portal](#).

604.6 PROHIBITED USE

The sUAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The sUAS shall not be weaponized.

604.7 DEPARTMENT REQUESTS FOR DRONE TEAM ASSISTANCE

Requests for assistance from outside agencies or task forces for additional drone teams may be made by the on-duty Shift Commander. Requested drone teams may provide assistance with search and rescue operations, situational awareness, incident scene documentation or other deployments that may be needed to assist LPD operations. If a task force or outside agency provides drone assistance, the Drone Coordinator will work with the agency or task force to ensure that all appropriate documentation and reporting requirements are fulfilled.

604.8 CALL OUT PROCEDURES

On-duty PIC's should be the first option for departmental drone operations.

If a PIC must be called in for a drone operation, it shall be done by the on-duty shift commander.

Small Unmanned Aerial System (sUAS) Operations

A PIC may assist any jurisdiction or task force within Lake County as long as the request is made through, and approved by, the on-duty Shift Commander.

- (a) Requests for an on-duty PIC will be reviewed by the Shift Commander and the PIC. Consideration will be given to the circumstances involved in each case and current staffing levels.
- (b) Requests for an off-duty PIC will be reviewed by the Shift Commander. The shift commander will contact the PIC and review the circumstances involved in the case and a determination will be made.

The PIC who assists any outside agency or task force will work with LPD's Drone Coordinator and the outside agency or task force to ensure that all appropriate documentation and reporting requirements are fulfilled.

604.9 INSPECTION AND MAINTENANCE REQUIREMENTS

The PIC shall conduct a preflight inspection of the sUAS and all related equipment prior to each use. The PIC shall document any preflight inspection on a Libertyville Police Department Flight Checklist Form. [See attachment: LPD Drone Flight Checklist.pdf](#)

Assigned officers shall be responsible for ensuring that the sUAS and related equipment is maintained in a state of operational readiness.

Assigned officers shall ensure that the sUAS and related equipment is not stored in an environment subject to extreme temperatures.

If the sUAS or related equipment is found to be defective or experiences a malfunction, the assigned officer shall report the defective or malfunctioning equipment to the Drone Coordinator as soon as practicable.

604.10 TRAINING

Officers who are authorized to operate a sUAS shall be permitted to do so after successfully completing the initial department-approved training and the required FAA license.

Proficiency training for PIC's will be conducted annually. A reassessment of an officer's knowledge and/or practical skills may be required at any time if deemed appropriate by the Drone Coordinator. All training will be documented by the Drone Coordinator and submitted to the Training Coordinator.

The Drone Coordinator is responsible for ensuring that all PIC's have received initial and annual proficiency training.

The Drone Coordinator should ensure that all training includes:

- (a) A review of applicable policies
- (b) A review of applicable FAA regulations, Federal and state laws, and associated case law

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Small Unmanned Aerial System (sUAS) Operations

604.11 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of sUAS use, the Drone Coordinator shall ensure that any information gathered by the UAS is destroyed, except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial ([725 ILCS 167/20](#)).

The disclosure of information gathered by the sUAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial ([725 ILCS 167/25](#)).

604.12 REPORTING

The Drone Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of sUAS's owned by the Libertyville Police Department([725 ILCS 167/35](#)). The Drone Coordinator shall also be responsible for fulfilling any additional reporting requirements.

Attachments

LPD Flight Report Form.pdf



Libertyville Police Department

Flight Report



CASE INFORMATION			
Location of flight:	Case Report #	Date of incident	Time of Incident
PILOT INFORMATION			
Remote Pilot in Command/Licensed:	Visual Observers:	Private Property Consent/By:	
Name of pilot	Visual observers	Person consenting or DNA	
WEATHER INFORMATION			
Date and Time of Flight:	Day/Night Flight:	Weather Notes:	Temperature:
Date and time of actual flight	Choose an item.	Clear, rain, etc...	Degrees°F
Winds:	Visibility:	Cloud Cover:	Precipitation:
Wind speed, directions, gusts	Visibility in miles	Percent cloud cover	Percent of precipitation
ADDITIONAL INFORMATION			
Flight Purpose (Crash/Crime Scene, Crush, Search/Rescue, etc.):		Waiver(s) Required (Visibility, Controlled Airspace, etc.):	
Click or tap here to enter text.		Click or tap here to enter text.	
CP1 to CP2:	CP 1 to CP3:	CP2 to CP3:	Approximate duration of flight:
## feet	## feet	## feet	## minutes
Did any unusual circumstances occur during the flight? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes please explain in comments.)		Is the sUAS in need of service or maintenance? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes please explain in comments.)	
Additional Comments Click or tap here to enter text.			
REPORTING DETAILS			
Reporting Officer:			
Your name			

LPD Drone Use States Attorney Notification Form.pdf

Date:

To: Lake County State's Attorney's Office

From: Chief Ed Roncone

Reference: Drone Usage

Pursuant to the "Freedom from Drone Surveillance Act" 725 ILCS 167/15(3):

- (3) If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

notification is hereby made of the use of a drone by law enforcement as follows:

Reason(s) (check one or more):

- ☐ To prevent imminent harm to life;
- ☐ To forestall the imminent escape of a suspect;
- ☐ To forestall the destruction of evidence.

Synopsis of Circumstances:

LPD Drone Flight Checklist.pdf



Libertyville Police Department Flight Checklist



CONDITIONS	
WEATHER	
Visibility (3+ SM)	Winds (<30 mph), Temperature (Evaluated)
Cloud Cover (500' Vertical, 2,000' Horizontal)	Record weather data from UAV Forecast
AIRSPACE	
Unrestricted airspace or clearance from tower	Class D waiver check
TFR and NOTAM check	Obstruction and hazard check
FLIGHT AREA EXAM	
Identify Perimeter and Flight Path-Hazards	Identify Higher Detail Area, Verify Evidence Marking
Establish take-off location – 20' + radius/no overhead obstructions	Check for hazards along planned flight path
CREW BRIEFING	
Verify license and waivers	Brief visual observer and flight crew (if applicable)
Verify insurance is purchased	Verify calibration and check measurements are marked
Notify bystanders of flight	

MAVIC
PRE-FLIGHT
Inspect structure, propellers, battery, iPad, and controller
Check if memory card is inserted properly
Attach iPad to controller
Power on controller and sUAS, check battery levels
Launch DJI application on iPad
Confirm JPG capture mode and camera transmission
Confirm GPS mode activated
POST-FLIGHT
Land and shut down sUAS
Review images
Inspect structure, propellers, battery
Remove battery and secure in case

INSPIRE
PRE-FLIGHT
Inspect structure, propellers, battery, iPad, and controller
Check if memory card is inserted properly
Attach iPad to controller
Power up controller and sUAS, check battery levels
Exit travel mode (4x switch) and power down
Attach camera and ensure it is secure
Attach propellers
Attach camera and ensure it is secure
Launch DJI application on iPad
Power on sUAS
Confirm JPG capture mode and camera transmission
Confirm GPS mode activated
POST-FLIGHT
Lower landing gear
Land and shut down sUAS
Review images
Inspect structure, propellers, battery
Remove propellers
Remove and secure camera
Enter travel mode (4x switch) and power down
Remove battery and secure in case

Unmanned Aerial System

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

608.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

608.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

608.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

608.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

608.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

Unmanned Aerial System

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

608.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

608.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

608.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

608.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

608.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

608.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

608.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System (UAS) Operations

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

608.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

608.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

608.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

608.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Village of Lisle Police Department

Lisle PD Policy Manual

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

608.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

608.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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608.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

608.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

608.7 RETENTION OF UAS INFORMATION

The Records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

608.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

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Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

608.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

608.10 REPORTING

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).



Policy #4.012	Related Policies: Arrest, Search and Seizure
Unmanned Aircraft System	
<i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this agency for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Applicable	
CALEA Standard:	
Date Implemented:	Review Date:

I. PURPOSE:

A drone's ability to reach inaccessible or dangerous locations has an advantage over manned helicopters because they eliminate the risk to human life. UAS have the potential to help in search and rescue missions by covering more ground and keeping police officers safe by providing an eye in the sky in dangerous situations. The UAS (Unmanned Aircraft System) will be used to enhance public safety and in assist law enforcement search and rescue operations.

- A. Tactical Operations:** The UAS will be used to enhance and support tactical operations in areas of Litchfield should a request for assistance be made and approval authorized. SWAT (Special Weapons and Tactics) and narcotics operations, and detectives during the execution of warrants, may utilize UAS to provide real time situational awareness of the target during high risk operations. The ability to provide this aerial view may enhance officer safety and document movements of officers and civilians.
- B. Search and Rescue:** Unmanned systems equipped with a thermal / optical camera and multi-sensor navigation systems are designed to find people in rugged outdoor environments. The ability to use this aircraft to search large areas quickly using the attached technology equipment will improve the resolution of search and rescue operations.
- C. Crime and Collision Scene:** The UAS can also be used for crime scene over watch; as well as, used to document and record crime scenes and accident scenes.

II. POLICY:

- A. It is the policy of this agency to use UAS in coordination with law enforcement officers conducting specific missions as guided by the Certificate of Authorization (COA) issued by the Federal Aviation Administration (FAA) &/or Part 107 Waiver. This policy is designed to minimize risk to persons, property, and aircraft during the operation of the UAS while safeguarding constitutional protections and privacy interests of all persons.

III. DEFINITIONS:

- A. **UAS:** Unmanned Aircraft Systems.
- B. **Operator (UA Pilot):** The individual responsible for the overall flight operations of a specific mission.
- C. **Observer:** Monitor the flight characteristics of the aircraft while in communication with the operator to ensure proper flight and that the aircraft remains clear of obstacles and low flying air traffic. The individual responsible for the operation of all camera and remote sensing functions during UAS operations.
- D. **COA:** For public operation, the FAA issues a Certificate of Authorization or waiver that permits public agencies and organizations to operate a particular UAS for a particular purpose, in a particular area. The COA allows an operator to use a defined block of airspace and includes special safety provisions unique to the proposed operation. COAs usually are issued for a specific period – up to two years in many cases.

IV. PROCEDURES:

UAS operators and observers and supervisors will have the protection of citizens civil rights and reasonable expectations of privacy as a key component of any decision made to deploy the UAS. UAS operators and observers and supervisors will ensure that operations of the UAS cause no greater intrusion on privacy interests than is necessary to carry out the mission in accordance with the law. To accomplish this primary goal this agency will:

- A. When the UAS is being flown the onboard cameras will be turned so as to be facing away from occupied structures, etc to minimize inadvertent video or still images of uninvolved persons.
- B. All video and still images will be maintained in strict compliance with Agency policies and procedures.
- C. The UAS unit will not conduct random surveillance activities. The use of the UAS will be tightly controlled and regulated the Chief or their designee.
- D. The authorized missions for the UAS are:
 - 1. Video/photographs for investigative support (Homicide Scene, SWAT)
 - 2. HAZMAT Response
 - 3. Search and Rescue

4. Barricaded persons / Hostage situations / Active Shooters
 5. Traffic collisions
 6. Disaster Response (Floods, Tornado Damage, etc.)
 7. Bomb Threats
 8. All other requested uses will be approved by the Chief of Police or their designee prior to deploying the UAS.
 9. If UAS is going to be used over a residential property for an investigation a warrant shall be obtained unless the UAS Commander can articulate probable cause that exigent circumstances exist. The warrant should be obtained as soon as practical.
- E.** The UAS program will operate strictly within the law and regulations. If in doubt, prior to operating the UAS the Chief of Police or their designee will ensure that warrants are applied for and obtained. The agency will balance all operations with the need to accomplish the mission while maintaining public privacy and the, freedom from intrusion.
- F.** A committee will be formed and meet at least annually, or when legal or regulatory issues arise, for the purpose of reviewing the existing UAS policy and procedures as well as new technologies and laws and regulations on UAS usage. The committee chaired by the Chief of Police will consist of personnel from UAS unit such as the UAS Unit Commander, Operators and Observers, Professional Standards / Internal Affairs, Special Operations, Detectives and Patrol representatives, civilians who have specialized knowledge of UAS operations such as the Manufacture or FAA representatives. A copy of the policies and procedures (electronic and/or paper) will be issued to every person having UAS responsibilities.

Personnel:

- A.** The Chief of Police shall be or will designate a command level officer to be the UAS Unit Commander. The commander shall report directly to the Chief or Deputy Chief. The UAS Commander shall be responsible for the overall direction and performance of the UAS unit.
- B. Responsibilities:**
1. Selection of UAS personnel
 2. Maintaining all training, flight and maintenance records for each operator and observer as well as individual airframes,
 3. Maintain contact with the FAA and regulations as they change, calling for committee meeting when necessary to maintain up to date policies and procedures.
 4. Evaluate airframes based on mission needs.
 5. Maintain a current class II flight physical and proficiency on all UAS operated by the unit.
 6. Prepare a written "After Action - Mission Report" and brief the Chief or their designee.

C. Operators/Pilot in Command (PIC):

1. An operator's primary duty is the safe and effective operation of UAS in accordance with the manufacturers' approved flight manual, FAA regulations and agency policy and procedures.
2. Pilot Rating. Operators are authorized to conduct operations in accordance with the FSIMS 8900.1, Volume 16, Chapter 4, Section 1, Pilots. Operators must hold, at a minimum, a FAA Private Pilot Certificate, or FAA Remote Pilot Certificate, or the Manufacturer's UAS Flight School Certificate or a military equivalent. Currency in a manned aircraft is not required. The PIC's must be in general good health and not have any medical condition that could potentially hinder the safe flight of a mission or training exercise.
3. Operators must remain knowledgeable of all FAA regulations COA; UAS manufacturer's flight manual and bulletins and Agency policy and procedures.
4. Operators may be temporarily removed from flight status at any time by the UAS Commander, Deputy Chief or the Chief of Police for reasons including performance, proficiency, physical condition, etc. Should this become necessary, the operator will be notified verbally and in writing of the reason, further action to be taken and expected duration of such removal.

D. Observers:

1. Observers must have been provided with sufficient training to communicate clearly to the operator any turning instructions required to stay clear of conflicting traffic. An observer's primary duty is to operate the UAS's equipment including cameras, FLIR, radio communications with patrol units as well as be an observer for anything that may affect the operator's primary duty (see and avoid).

E. Outside Jurisdiction - Request for Support – Mutual Aid:

1. Requests for support from other government agencies within, or outside the jurisdiction of this agency will be forwarded to the UAS Commander who after consideration will either deny the request outright because the request is clearly outside the policy of the agency or forward the request to the Chief of Police or the Deputy Chief for approval for use of the UAS. Proper policy and procedure, as well as FAA regulations shall be followed when accepting mutual aid support for the UAS.

F. Safety: The Litchfield Police Department is committed to having a safe and healthy workplace, including:

1. The ongoing pursuit of an accident free workplace, including no harm to people, no damage to equipment, the environment and property.
2. A culture of open reporting of all safety hazards in which management will not initiate disciplinary action against any personnel who, in good faith, disclose a hazard or safety occurrence due to unintentional conduct.
3. Support for safety training and awareness programs.
4. Conducting regular audits of safety policies, procedures and practices.

5. Monitoring the UAS unit to ensure best safety practices are incorporated into the unit.
6. It is the duty of every member within the UAS unit to contribute to the goal of continued safe operations. This contribution may come in many forms and includes always operating in the safest manner practicable and never taking unnecessary risks. Any safety hazard, whether procedural, operational or maintenance related should be identified as soon as possible after, if not before, an incident occurs. Any suggestions in the interest of safety should be made to the UAS Commander.
7. If any member observes, or has knowledge, of an unsafe or dangerous act committed by another member, the UAS Commander is to be notified immediately so that corrective action may be taken.
8. In regards to safety, all members of the UAS unit are responsible for the following:
 - a. Ensuring all flight operations personnel understand applicable regulatory requirements, standards and organizational safety policies and procedures.
 - b. Observe and control safety systems by monitoring all operations.
 - c. Review standards and the practices of agency personnel as they impact operational safety.
 - d. Communicate all reported safety related problems and the corrective action taken. If there were any in-flight problems (or learned experiences)
 - e. Reading and understanding all pertinent safety information.
 - f. Reading and understanding all emergency safety bulletins.
 - g. It is emphasized again that safety is the responsibility of ALL members of the UAS unit.

G. Medical Factors

1. Operator and Observers shall only deploy the UAS when rested and emotionally prepared for the tasks at hand.
2. Physical illness, exhaustion, emotional problems, etc., can seriously impair judgment, memory and alertness. The safest rule is not to act as an operator or observer when suffering from, any of the above. Members are expected to "stand down" when these problems could reasonably be expected to affect their ability to perform flight duties.
3. A self-assessment of physical condition shall be made by all members during pre-flight activities.
4. Performance can be seriously hampered by prescription and over the counter drugs. Many medications cause drowsiness and hamper sound decision making abilities and reaction. The UAS commander will be advised anytime such drugs are being taken. If it is determined that the medication being taken could hamper an operator or observer, that member shall be prohibited from the deployment or exercise.

5. No member shall act as an operator or observer within eight hours after consumption of any alcoholic beverage, or while under the influence of alcohol.

H. Operational Hazard and Occurrence Report (OHOR) and Investigations

1. Occurrences are unplanned safety related events, including accidents and incidents that could impact safety.
2. A hazard is something that has the potential to cause harm. The systematic identification and control of all major hazards is foundational to safety.
3. The **OHOR** concept provides a mechanism to report hazards and occurrences, real and perceived, to those responsible for UAS operations.
4. There is no specific **OHOR** form. The information provided is what is important. Incidents should be documented without hesitation to report any anticipated, current, or experienced safety hazard, or occurrence. Further, the **OHOR** can be submitted anonymously, and to whatever level in the chain of command of this agency to get the matter proper attention, without fear of reprisal.
5. Every hazard and/or occurrence will be investigated, with the results and corrective action taken communicated to all members. The investigation will be conducted by the UAS Commander and a designee of the Chief of Police who has authority over internal investigations. Due to the technical aspects of the UAS operations an independent subject matter expert may be necessary in some cases to assure a thorough and complete investigation.
6. ALL UAS MEMBERS ARE AUTHORIZED TO TAKE ACTION TO CORRECT A HAZARD if in that member's opinion delay will result in accident or injury. The UAS Unit Commander will be notified immediately in such situations.

I. Training:

1. The key to continued safe operations is by maintaining a professional level of competency. The first step in this process is establishing minimum qualifications for selecting members, and the second step involves training those personnel.
2. In conjunction with fulfilling all FAA requirements for operator/observer duties, the new member will also become familiar with the agency UAS operations, and its related equipment.
3. Before a member can fly as an operator, they must complete at least 8 hours of flight training with the UAS instructors to show proficiency of the flight training exercises and the airframe. This must be accomplished to show their ability and knowledge of the UAS in compliance with the manufacture's manual and instructions.

J. Call Out Procedures / Use of the UAS:

1. When feasible a supervisor will screen all initial requests to use a UAS from patrol or investigation units. All reasonable requests will be forwarded to the UAS Commander for consideration. In the absence of the supervisor the dispatcher will forward the request to the UAS Commander.
2. UAS Commander will screen the request using the following factors:
 - a. Is the proposed use of UAS within the capabilities of the UAS equipment and personnel to perform?

- b. Does the proposed use of the UAS fall within the FAA and department policies and regulations for UAS usage?
 - c. Can the UAS be deployed safely given current weather conditions?
 - d. If the UAS deployment requires a warrant has one been requested and approved?
 - e. Are sufficient trained and qualified personnel available to safely operate the UAS?
- 3. The UAS Commander will either accept or decline the request for UAS support. If the request is denied the UAS commander will provide a reason for declining the support request to the requestor. If the UAS Unit Commander accepts the support request he/she will contact the Chief or the Deputy Chief for final authorization or denial.
- 4. If the Chief or the Deputy Chief accepts the support request the UAS Commander will contact a UAS operator and observer who will be provided all available mission information.
- 5. The UAS operator is responsible for transporting the UAS and all required equipment to the scene. Upon arriving at the requested location the UAS operator will contact the on scene Incident Commander and will check in and receive a briefing on the mission requested. The UAS operator will make an on scene determination of the ability of the UAS to perform the requested mission safely and within department and FAA policies and procedures.
- 6. If the UAS operator determines that the use of the UAS would violate department policy or directives, then the UAS operator will inform the Incident Commander of the potential conflict along with recommendations for modifying the requested mission to conform to the department policies and procedures. As this is a change from the original approved mission the UAS operator will contact the UAS Commander for direction on how to proceed. As soon as possible after the completion of the mission, the UAS operator will make a full report of the circumstances and their concerns to the UAS Commander.
- 7. UAS operators will have sole discretion for declaring safety or violation of FAA rules. If the UAS operator determines that a requested mission would violate FAA rules or endanger civilians, then the UAS operator will respectfully inform the Incident Commander of the reasons for refusing to operate the UAS and contact the UAS Commander immediately. **The UAS will not be flown in this circumstance and the authority of the UAS operator is absolute.**
- 8. If the UAS operator determines that the requested mission will potentially damage the UAS or its associated equipment the UAS operator will inform the Incident Commander of their concerns. The UAS operator will contact the UAS Commander as this is a deviation of the originally, approved mission, The UAS operator will fully document and send a report to the UAS Commander.
- 9. **The UAS shall not be used for the purpose of random surveillance.**
- 10. If several separate requests for UAS support are received simultaneously, they shall be prioritized. In general terms, requests for UAS support are prioritized as:
 - a. Life Safety

b. Evidence / Documentation

K. Flight Boundaries:

1. Although there may be requests for UAS support outside the jurisdiction of this agency the FAA Certificate of Authorization (COA) for the UAS restricts deployment to certain areas.
2. At no time shall UAS support be granted outside this agency's jurisdiction without first obtaining an emergency FAA COA and approval by the UAS Commander.
3. Maximum altitude shall not be set more than **400 feet** per the FAA COA.
4. Line of Sight: All UAS operations shall be conducted within line of sight of the Operator or observer such that the Operator or Observer may detect and avoid hazards such as aircraft or property.

L. Minimum Personnel Requirements:

1. Due to the nature of the law enforcement mission, the minimum personnel required on ALL missions will be an operator and observer. Under no circumstances will an operator attempt to complete a deployment alone.
2. Although training is not considered a mission, an observer shall be used.

M. OPEN COMMUNICATION ACHIEVES SAFE OPERATIONS:

1. The operator is directly responsible for, and is the final authority over the actual operation of the UAS.
2. Operators have absolute authority to reject a flight based on personnel safety or violation of FAA regulations. No member of this agency, regardless of rank, shall order an operator to make a flight when, in the opinion of the operator, it poses a risk to personnel or is in violation of FAA regulations.
3. Operators are responsible for compliance with this manual, department policy and procedure and FAA regulations.
4. The operator's main duty during the deployment of the UAS is to operate the UAS safely while accomplishing the goals of the deployment.
5. Operators shall see-and-avoid any obstacle that will lessen safety during the mission.
6. Operators shall be responsive to the requests of the observer in order to accomplish the deployment.
7. Operators shall be responsible for documentation for their mission training and updating of their flight books.
8. Observers shall see-and-avoid any obstacle that will lessen safety during the mission.
9. Observers are responsible for the law enforcement aspect of the deployment.
10. Observers shall operate any attachments to the UAS, allowing the operator to maintain complete focus on the operation of the UAS.
11. Observers shall remain alert for suspicious persons or activities on the ground and coordinate response by ground units.

12. Observers shall monitor the radio updates.
13. Observers shall assist the operator in the main objective of safe operations of the UAS.
14. Observers shall be responsible for documentation for their mission training and updating of their flight books.

N. Personal Equipment:

1. Operators/Observers shall wear eye protection at all times while the UAS is in flight.
2. Although there is no specific uniform for the UAS unit or required for proper operation of the UAS, the operator/observer should take necessary measures to deploy in a professional manner. Operators and observers shall wear clothing that easily identifies them as members of this agency.
3. Operators/Observers will take into consideration the current weather conditions when planning to deploy, and wear appropriate clothing to deploy comfortably.
4. Use of the radio, cell phone or other device is strictly prohibited **by the operator** during flight per the COA.

O. Pre-Flight/Post-Flight Actions:

1. Operators/Observers are both responsible for a thorough preflight inspection of the UAS.
2. Before and after each deployment (whether an incident or training), the operator and observer shall conduct a thorough inspection of the UAS in accordance with the instructions contained in the manufactures user's manual.
3. Any issues found that will put in jeopardy the safe operation of the UAS shall be documented and resolved immediately prior to flight.
4. It has been recognized that the use of a checklist is a significant method to combat UAS accidents. A pre-flight and post-flight checklist will be conducted in accord with the manufactures instruction and will be utilized prior to each flight.
5. Any physical equipment that cannot be resolved on-site, and which have an impact on safety or the mission, will override the deployment. These issues will be resolved before flight.

P. Weather:

1. Before each deployment the operator/observer will ensure that he/she gathers enough information to make themselves familiar with the weather situation existing throughout the area of deployment. The operator shall utilize FAA approved weather resources to obtain the latest and most current weather conditions.
2. An anemometer or wind meter should be utilized in order to better estimate the wind speed and determine if it is within the capabilities of the airframe being flown.
3. Operators/Observers should use the Beaufort Scale when making deployment decisions in regards to wind conditions. This scale can be located in the manufacture's user's manual.

4. The weather conditions reported for the operation shall be recorded in the flight log.
5. The operator shall ensure that the flight will occur within FAA VFR (Visual Flight Rules) weather requirements.
6. Inspection and weather will be documented prior to flight within the log book.

Q. Planning:

1. The operator/observer shall familiarize themselves with all available information concerning the deployment including, but not limited to, the weather conditions, hazards, description of the incident, deployment goals, etc.
2. Operators will ensure that the location for take-off and emergency landing is adequate for a safe deployment.
3. The take-off/landing location should be clearly marked and identifiable with electric flares and short cones.
4. At least one emergency landing area should be identified per deployment.
5. Operators will ensure that they are aware of their surroundings in the event that an emergency landing is necessary. This includes the ability to recover the UAS.

R. Documentation:

1. After each flight, the operator will complete a statement documenting the UAS operations.
2. After each deployment, all video obtained by the UAS Operation will be submitted to evidence in accordance with Agency policy and State of Illinois.
3. Aerial photography (still or video) shall be stored in accordance with Agency policy and procedure and State of Illinois.
4. The operator of the UAS is responsible for evidence handling as well as writing any supporting documentation for the incident.

S. Maintenance:

1. Although there are few parts on the UAS that need servicing, it is necessary that the manufacturer's maintenance schedule is followed and properly documented.
2. Any issues that arise during maintenance that cannot be resolved by routine methods shall be forwarded to the manufacturer for further technical support.
3. Maintenance and service records associated with the UAS shall be maintained by the UAV Commander for UAV of the agency.
4. Operators and or Supervisors of Unmanned Aircraft Systems (UAS) shall maintain manufactures software updates and or operating requirements.

T. Reporting:

1. The UAS program will comply with all reporting requirements contained within the Illinois Drones as First Responders Act [Public Act 103-0101] annually.

Livingston County Sheriff's Police

Unmanned Aerial Systems Policy

Purpose

This policy is intended to provide personnel who are assigned responsibilities associated with the deployment and use of Unmanned Aircraft Systems (UAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with law.

The Livingston County Sheriff's Police (LCSP) makes UAS available to its members in order to mitigate risk to human life and property, enhance de-escalation efforts, increase officer situational awareness, accomplish the tactical deployment of resources, and provide decision makers a better overall perspective.

Policy

It is the policy of the LCSP that duly trained and authorized agency personnel may deploy UAS when such use is appropriate in the performance of their official duties, and where deployment and use, and the collection and use of any digital content or other data originating from or generated by the UAS, comport with the policy provisions provided herein and applicable law.

Definitions

Drone

Any aerial vehicle that does not carry a human operator.

725 ILCS 167/5

Information

Any evidence, images, sounds, data, or other information gathered by a drone.

725 ILCS 167/5

Program Manager

The Sheriff's Department member primarily responsible for administrative duties relating to the drone team.

Remote Pilot In Command (RPIC)

The person directly responsible for and final authority as to the operation of the UAS.

FAA Glossary

Unmanned Aircraft System (UAS)

An unmanned aircraft and the equipment necessary for the safe and efficient operation of that aircraft. An unmanned aircraft is a component of a UAS. It is defined by statute as an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.

Public Law 112-95, Section 331(8)

Visual Observer

UPDATED 09/26/2023

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Unmanned Aerial Systems Policy

A person who is designated by the RPIC to assist the RPIC and the person operating the flight controls of the small UAS (sUAS) to see and avoid other air traffic or objects aloft or on the ground.

FAA Glossary

Operations

Permitted Use

Department-approved UAS may only be deployed under the following circumstances:

1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk. *725 ILCS 167/15 (1)*
2. If this law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. *725 ILCS 167/15 (2)*
3. If this law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. *725 ILCS 167/15 (3)*
4. If this law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached. *725 ILCS 167/15 (4)*
5. If this law enforcement agency is using a drone solely for crime scene and traffic crash scene photography. *725 ILCS 167/15 (5)*
6. If this law enforcement agency is using a drone during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act.. *725 ILCS 167/15 (6)*
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. *725 ILCS 167/15 (7)*
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration. *725 ILCS 167/15 (8)*
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. *725 ILCS 167/15 (9)*
10. If this law enforcement agency is using a drone at a routed event or special event. *725 ILCS 167/15 (10)*
 - a. Notice shall be posted and the UAS flown according to the requirements of this ILCS section.

Prohibited Use

Department-approved UAS are restricted from:

UPDATED 09/26/2023

Livingston County Sheriff's Police

Unmanned Aerial Systems Policy

1. Using, during a flight, onboard facial recognition software that works in conjunction with the drone. *725 ILCS 167/17*

Any information gathered by a drone with any facial recognition software cannot be used, unless:

- a. This law enforcement agency is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b. This law enforcement agency possesses a reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
2. Being equipped with or using any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. *725 ILCS 167/18*
 3. Targeting a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation, housing status, or source of income.
 4. Maliciously harassing, intimidating, or discriminating against any individual or group.

Other Operational Considerations

All UAS deployments must be authorized by the Sheriff or his / her designee.

All UAS will be piloted only by members who hold proper, current FAA certification at the time of deployment.

Ultimate control of the UAS rests with the RPIC. The RPIC may elect to terminate a flight for any safety-related reason, or when it becomes apparent that flight conforming to FAA regulations is no longer possible.

A certified pilot must obtain any and all applicable authorizations and/or waivers required by the FAA, as each mission dictates, prior to deploying UAS. These authorizations and/or waivers shall be valid at the time of the operation.

Certified pilots shall operate UAS according to FAA regulations, federal, state, and local laws, LCSP policy, and manufacturer guidelines.

Certified pilots shall reference an approved pre-flight checklist prior to each deployment.

Where there are specific, articulable grounds to believe that the UAS will collect evidence of criminal wrongdoing, and when such evidence is expected to occur in an area where there is a reasonable expectation of privacy, the LCSP shall attempt to obtain a search warrant prior to conducting the flight.

Any and all in-flight video recording / photo capturing may be done at the discretion of the RPIC, according to the needs of each mission.

UPDATED 09/26/2023

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The Sheriff or his / her designee must approve all requests for drone assistance from outside agencies. When feasible, the department will attempt to honor such requests. All applicable LCSP policies and procedures must be followed while operating on another agency's behalf.

Equipment

All UAS equipment is the responsibility of the department member assigned to it, and will be used with reasonable care.

The use of personally-owned UAS by members of the drone team is allowed, provided the pilot:

1. Meets all other requirements set forth in this policy;
2. Agrees to bear the entire cost for any and all repairs associated with the use of the drone;
3. Understands that use of personally-owned drones is voluntary; and
4. Submits their personally-owned drone to initial approval by the Sheriff or his / her designee.

Certified pilots shall inspect and verify proper functioning of the UAS equipment, prior to each deployment.

Equipment malfunctions shall be brought to the attention of the Program Manager as soon as possible, so that repairs can be made, or a replacement unit obtained. At such time, the unit may be placed out of service.

Equipment maintenance and repairs will be made according to manufacturer guidelines.

Pilots will maintain a centralized log of all maintenance and repairs.

Information Retention

All information gathered by department-approved UAS shall be destroyed within the timeframes specified in 725 ILCS 167/20. The following is a summary:

30 Days	Counterterrorism Search warrant Exigency Search & rescue Crime scene & traffic crash duties Disaster & public health emergency PSAP calls for service
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UPDATED 09/26/2023

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24 Hours	Routed or special event
Immediately	After infrastructure inspection information is turned over to requesting agency

A supervisor may retain particular information if:

1. There is reasonable that the information contains evidence of criminal activity;
2. The information is relevant to an ongoing investigation or pending criminal trial;
3. A supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
4. The information consists of only flight path data, metadata, or telemetry information of the drone.

All UAS, on takeoff for any service call, shall have a memory card properly seated in the unit. Memory card capacity shall be large enough to store all data the UAS is capable of recording while airborne.

At the completion of each mission, all non-evidentiary digital content shall, as soon as practicable, be transferred to the F:\ Drone Drive.

Digital content of evidentiary value should be burned onto a compact disk and preserved as evidence.

Department members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner digital content captured by a UAS without prior written authorization from the Sheriff or his / her designee.

Reporting

General Reporting

Consistent with [725 ILCS 167/35](#), department-owned UAS and the data corresponding to their use will be reported to the Illinois Criminal Justice Information Authority (ICJIA). Consistent with [14 CFR Part 107](#), all department-approved UAS will be registered with the Federal Aviation Administration (FAA).

A copy of this policy shall be made publicly available on the department's website.

The Sheriff or his / her designee will publish a year-end report summarizing the department's use of UAS.

Incident Reporting

UPDATED 09/26/2023

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Consistent with 725 ILCS 167/15 (3), the Sheriff or his / her designee will submit a written report to the local State's Attorney within 24 hours when UAS is used to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence.

All UAS field deployments shall be documented using an approved flight log.

Pilots assisting with a call for service that necessitates formal reporting should, in addition to the flight log, consider submitting a supplemental Spillman narrative.

When required, a crash report will be made to the FAA and/or National Transportation Safety Board (NTSB).

Training

Members petitioning for membership on the drone team will be given the chance to participate in a structured Part 107 course. They must subsequently obtain their FAA Remote Pilot Certificate prior to functioning as RPIC.

The Program Manager will retain a copy of each pilot's Part 107 license, and help coordinate recurrent testing through the FAA, when necessary.

Newly certified pilots should first demonstrate a satisfactory proficiency level with regard to operating each department-owned sUAS, as determined by a Part 107-certified supervisor.

Certified pilots are expected to individually accrue four (4) or more documented flights per month. This standard can be met via routine in-service flight or deployment during a call for service.

Policy Adherence

If a member acts in a manner inconsistent with Illinois state law governing drone usage by law enforcement, the Sheriff or his / her designee shall immediately take actions to prevent future violations of the law. This department will employ such remedies as supplemental training, discipline (including progressive discipline for repeat violations), and any other means deemed appropriate, based on the circumstances. Willful and wanton violations of Illinois state law will result in the immediate removal of the accused pilot from the drone program, and steps will be taken to prevent future willful and wanton violations. 725 ILCS 167/45

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Sheriff.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval, unless the described exceptions below exist.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Sheriff or the authorized designee.

Unmanned Aerial System (UAS) Operations

The Logan County Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

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Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Logan County Sheriff's Office (725 ILCS 167/35).

Policing Policy:	Drone Policy	Macon County
Chapter:	Special Field Response	
Effective:	December 1, 2023	

It is the policy of the Macon County Sheriff's Office to ensure authorized personnel are trained on the use of small, unmanned aircraft systems (sUAS), also commonly referred to as drones, to enhance the Department's overall mission of protecting lives and property. Any use of the sUAS will comply with relevant statutes, privacy rights, the Federal Aviation Administration, the Illinois Freedom from Drone Surveillance Act 725 ILCS 167, and 14 CFR 107 requirements.

This policy aims to establish guidelines for sUAS deployment, training, data retention and reporting requirements.

DEFINITIONS

- Federal Aviation Administration (FAA)-A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- 725 ILCS 167-Illinois Freedom from Drone Surveillance Act
- 14 CFR 107-Federal statute governing certification of sUAS pilots
- Remote Pilot in Command (RPIC)-Person directly responsible for and is the final authority for the operation of the small, unmanned aircraft.
- Small Unmanned Aircraft Systems (sUAS)-A small, unmanned aircraft that does not carry a human operator, and its associated elements (payload), including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.
- Information-As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- Visual Observer-The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects on the ground.
- ATC-Air Traffic Control. ATC directs all controlled airspace within its boundary. A portion of Decatur, Illinois is Class D airspace during tour operation 0600-2200 hrs. ATC - (217) 429-1033.

PRIVACY

The use of a sUAS potentially involves privacy concerns and considerations. Absent a warrant or exigent circumstances, sUAS operators and visual observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to

avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

PROCEDURE

Program Coordinator

The coordinator assigned to the sUAS program will be designated by the Sheriff and will serve at his discretion. The coordinator may choose to appoint an assistant coordinator(s) who will assist the coordinator in the management of the sUAS unit. The program coordinator ensures the policies and procedures of the unit conform to current laws, regulations and best practices. Listed below are the following additional responsibilities of the program coordinator:

- Coordinate the 14 CFR 107 application process; ensure all certifications are current.
- Ensure authorized RPIC have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 certification process and approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
- Develop protocol for conducting criminal investigation involving the sUAS, including documentation of time spent monitoring a subject.
- Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
- Develop sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
- Recommend program enhancements, especially regarding safety and information security.
- Ensure established protocols are followed by monitoring and providing program reports through the chain of command to the Sheriff.
- Conduct periodic audits of the program and flight documentation.
- Make annual report to the Illinois Criminal Justice Information Authority of the number of drones owned by the police department by April 1 pursuant to 725 ILCS 167/35.

Training prior to use of the sUAS

- Prior to authorization to operate the sUAS, assigned personnel must complete mandatory training by the department to obtain an understanding on how to use the sUAS and the procedures outlined in the policy.
- In addition to 14 CFR 107 requirements, officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes of department policy.

Department Use of the sUAS

- The department and/or RPIC must obtain applicable authorizations, permits, or certificates as required by the FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- Pursuant to the Illinois Freedom from Drone Surveillance Act 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland determines that credible intelligence indicates there is a risk.
 - Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect who poses a significant risk if not apprehended, or prevent the destruction of evidence with consideration given to the level of the offense. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the sUAS under this paragraph, the Sheriff, or his acting designee, must report its use in writing to the Macon County State's Attorney.
 - To locate an endangered missing person while also not undertaking a criminal investigation.
 - To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, county, or city, a search warrant or consent is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency be made prior to use under this paragraph.
- Requests to deploy the sUAS shall be made to deputies of the sUAS unit currently working. If no member is currently working, with consideration for the seriousness of the incident, MSO command shall contact the sUAS Coordinator to determine if a sUAS deputy will respond.
- Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for manned aircraft, notification shall be made to the respective hospital's security office.
- The pre-flight checklist shall be completed prior to deploying the sUAS and submitted to sUAS command after the deployment.

- All non-training operations shall be recorded via on board external SD memory card. Recordings pursuant to criminal investigations shall be uploaded to the Arbitrator and labeled as the appropriate offense. All other operations shall be labeled as MISC-sUAS.
- In the event the deployment was conducted pursuant to 725 ILCS 167/15(3) and III.C.3 of this policy, the RPIC shall complete an MSO State's Attorney's Office Reporting Form. This form shall be emailed to the State's Attorney and all sUAS unit command prior to leaving.
- In the event the deployment is conducted pursuant to all other allowable circumstances in 725 ILCS 167/15, and this policy, an MSO sUAS Operation Summary Form shall be completed during the deputies next working day and submitted to the sUAS command.

Restrictions

- The sUAS will not be used to:
 - Conduct random surveillance activities or requests for information.
 - Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - Harass, intimidate or discriminate against any individual or group.
 - Conduct personal business of any type.
 - In a reckless or dangerous manner.
 - Any situation outside what is specified in this policy or 725 ILCS 167/15.
- sUAS deployments by the Sheriff's Office must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - Conduct a preflight check to ensure the sUAS is in condition for safe operation.
 - If any deficiencies are noted, the sUAS must be repaired before flight.
 - If it cannot be repaired, the sUAS shall not be deployed.
 - Absent waiver, keep the sUAS in visual line of sight.
 - Night operations shall be in accordance with FAA regulations.
 - Flight over people shall be in accordance with FAA regulations. Every step shall be taken to ensure these operations are conducted in the safest manner possible.
 - Yield to right of way of manned aircraft.
 - Fly at or below 400 feet above ground level unless in accordance with FAA regulations.
 - Must not fly from a moving vehicle, except in sparsely populated area.
 - Fly at or below 100 mph.

Accident Reporting

- The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the RPIC must report accidents to the FAA in the following situation:
 - Serious injury to any person or loss of consciousness.

- Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500 or (b) the fair market value of the property does not exceed \$500 in the event of a total loss.
- The RPIC is required to initiate a police report for accidents involving injury to other parties. The RPIC is required to notify sUAS Command immediately in the event of any accident.
- When the accident meets the criteria listed under Section E.1, the RPIC shall provide notification to the FAA by using the FAA's DroneZone portal at [https://www.faa.gov/uas/report accident/](https://www.faa.gov/uas/report%20accident/).
- In the event of a flyaway or other emergency, the RPIC shall immediately notify ATC if during the hours of 0600-2200 hrs. (217) 429-1033.

INSPECTION AND CARE OF THE EQUIPMENT

- The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned deputies shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions or deficiencies shall be brought to the attention of the program coordinator as soon as possible. An email shall be sent to all members of the sUAS unit highlighting the malfunction or deficiency. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- Prior to use, assigned deputies shall complete the preflight checklist to ensure safe operation. This checklist shall be submitted to the sUAS Coordinator in a timely manner.

SECURITY OF RECORDINGS

Personnel should be aware recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals shall not be done.

- All recordings are considered to be investigative property of the Macon County Sheriff's Office. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- Employees shall not edit, alter, erase, duplicate, copy, share or otherwise distribute in any manner recordings without authorization by the Sheriff or designee.
- Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

RECORDS RETENTION

- Pursuant to 725 ILCS 167/25, within 30 days of the recording, the Sheriff's Office shall destroy all information gathered by the sUAS, except when there is reasonable suspicion the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- When the recording does not fall under the statutory exemptions, documentation pertaining to use of the sUAS, such as location, date, time, scope of the mission, forms are not subject to being destroyed within 30 days.
- Digital information obtained which is exempt from the 30-day requirement shall be properly labeled and saved following departmental practices and policies.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Best Practice MODIFIED

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Best Practice

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

State

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.

Unmanned Aerial System

- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

Unmanned Aerial System

606.5 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Unmanned Aerial System

606.5.1 PRIVATE UAS OWNERS

State

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

State

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

Federal

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

State

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

State

Unmanned Aerial System

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

Best Practice

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

State

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.

Unmanned Aerial System

- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

Unmanned Aerial System

606.5 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Unmanned Aerial System

606.5.1 PRIVATE UAS OWNERS

State

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

State

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

Federal

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

State

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

State

Unmanned Aerial System

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval, and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

Unmanned Aerial Systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure, etc.). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain-of-custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain-of-custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

Matteson Police Department

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Unmanned Aerial System (UAS) Operations

The Matteson Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

Matteson Police Department

Policy Manual

Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Matteson Police Department (725 ILCS 167/35).

General Order		Issued: 08/15/2022	GO 2.2.04
	Formerly Classified as: DEP 2-41.5a Unmanned Aerial Systems (UAS)		
	ILEAP Standards:		
	Approved: 		Revised:
Chapter Title: OPERATIONS			Page 1 of 5
Subject: UNMANNED AERIAL SYSTEMS (UAS)			

I. PURPOSE

- A. This policy is intended to provide personnel who are assigned responsibilities associated with the deployment and use of small, unmanned aircraft systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with law.

II. POLICY

- A. It is the policy of the McHenry County Conservation District Police Department that duly trained and authorized department personnel may deploy sUAS when such use is appropriate in the performance of their official duties, and where deployment and use, and the collection and use of any audio/video recordings or other data originating from or generated by the sUAS, are in compliance with the policy provisions provided herein and applicable law.
- B. This general order is for internal use only and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

III. DEFINITIONS

- A. *DIGITAL MULTIMEDIA EVIDENCE (DME)*: Digital recording of images, sounds, and associated data.
- B. *MODEL AIRCRAFT*: A remote controlled aircraft used by hobbyists that is built, produced, manufactured, and operated for the purposes of sport, recreation, and/or competition.
- C. *UNMANNED AIRCRAFT SYSTEM (UAS)*: A system that includes the necessary equipment, network, and personnel to control an unmanned aircraft.

Distribution: All personnel

General Order	Issued: 08/15/2022	GO 2.2.04
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- D. *SMALL UNMANNED AIRCRAFT SYSTEMS (SUAS)*: UAS systems that utilize UAVs weighing less than 55 pounds and are consistent with Federal Aviation Administration (FAA) regulations governing model aircraft.
- E. *UAS FLIGHT CREWMEMBER*: A pilot, visual observer, payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.
- F. *UNMANNED AIRCRAFT PILOT*: A person exercising control over a UA/UAV/UAS during flight.

IV. PROCEDURES

A. Administration

All deployments of sUAS must be specifically authorized by the Chief of Police or authorized supervisory personnel. This agency has adopted the use of sUAS to provide an aerial visual perspective in responding to emergency situations and exigent circumstances, and for the following objectives

1. **Situational Awareness**: To assist decision makers (e.g., incident command staff; first responders; city, county, and state officials) in understanding the nature, scale, and scope of an incident—and for planning and coordinating an effective response.
2. **Search and Rescue**: To assist missing person investigations, AMBER Alerts, Silver Alerts, and other search and rescue missions.
3. **Tactical Deployment**: To support the tactical deployment of officers and equipment in emergency situations (e.g., incidents involving hostages and barricades, support for large-scale tactical operations, and other temporary perimeter security situations).
4. **Visual Perspective**: To provide an aerial visual perspective to assist officers in providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.
5. **Scene Documentation**: To document a crime scene, accident scene, or other major incident scene (e.g., disaster management, incident response, large-scale forensic scene investigation).
6. **Patrol and District Property Documentation**: To assist members of the department documenting and patrolling the District properties that are not easily assessable by foot or vehicle or contains plants or animals of a sensitive nature. Documenting District properties for natural resource or public information purposes.

General Order	Issued: 08/15/2022	GO 2.2.04
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B. Procedures for sUAS Use

1. The department must obtain applicable authorizations, permits, or certificates required by the Federal Aviation Administration (FAA) prior to deploying or operating the sUAS, and these authorizations, permits, and certificates shall be maintained and current.
2. The sUAS will be operated only by personnel (pilots and crew members) who have been trained and certified in the operation of the system.
3. The sUAS-certified personnel shall inspect and test sUAS equipment prior to each deployment to verify the proper functioning of all equipment and the airworthiness of the device.
4. The sUAS equipment is the responsibility of individual officers and will be used with reasonable care to ensure proper functioning. Equipment malfunctions shall be brought to the attention of the officer's supervisor as soon as possible so that an appropriate repair can be made, or a replacement unit can be procured.
5. The sUAS equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the department.
6. All flights will be documented on a form or database designed for that purpose, and all flight time shall be accurately recorded. In addition, each deployment of the sUAS shall include information regarding the reason for the flight; the time, date, and location of the flight; the name of the supervisor approving the deployment and the staff assigned; and a summary of the activities covered, actions taken, and outcomes from the deployment.
7. Except for those instances where officer safety or investigation could be jeopardized—and where reasonably possible and practical, supervisors should consider notifying the public.
8. Where there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectations of privacy, the department will obtain a search warrant prior to conducting the flight.
9. The sUAS is property of the McHenry County Conservation District and may be used by trained members of other departments or divisions in compliance with their policy.

C. Restrictions on Using the sUAS

General Order	Issued: 08/15/2022	GO 2.2.04
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1. The sUAS shall be deployed and used only to support official law enforcement and public safety missions or data collection for natural resource or public information purposes.
2. The sUAS shall not be operated in an unsafe manner or in violation of FAA rules.
3. The sUAS shall not be equipped with weapons of any kind.

D. Data Media Exchange (DME) Retention and Management

1. All DME shall be handled in accordance with existing policy on data and record retention, where applicable.
2. All DME shall be securely downloaded at the completion of each police mission. The sUAS-certified operators will record information for each file that shall include the date, time, location, and case reference numbers or other mission identifiers—and identify the sUAS personnel involved in mission.
3. Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner sUAS DME without prior written authorization and approval of the Director of Public Safety or designee.
4. All access to sUAS DME must be specifically authorized by the Chief of Police or designee, and all access will be audited to ensure that only authorized users are accessing the data for legitimate and authorized purposes.
5. Files should be securely stored in accordance with department policy and state records retention laws and retained no longer than necessary for purposes of training or for use in an investigation or prosecution.


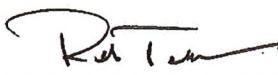
E. sUAS Supervision and Reporting

1. Supervisory personnel shall manage all deployments and uses of sUAS to ensure that officers equipped with sUAS devices utilize them in accordance with policy and procedures.
2. An authorized sUAS supervisor or administrator will audit flight documentation at regular intervals. The results of the audit will be documented. Any changes to the flight time counter will be documented.
3. The Chief of Police or designee shall complete and publish an annual report documenting the Police Department's deployment and use of sUAS devices.

F. Training

General Order	Issued: 08/15/2022	GO 2.2.04
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1. All personnel that operate the sUAS system shall complete federally mandated training and possess licensing prior to operating the sUAS system as a pilot or co-pilot.
2. Police personnel who are assigned sUAS duties must complete a department-approved training program to ensure proper use and operations. Additional training may be required at periodic intervals to ensure the continued effective use and operation and proper calibration and performance of the equipment and to incorporate changes, updates, or other revisions in policy and equipment.
3. All department personnel with sUAS responsibilities, including command officers, shall be trained in the local, state, and federal laws and regulations, as well as, policies and procedures, and updates governing the deployment and use of sUAS.

General Order		Issued: 2/26/2019	GO 2.2.10
 McHenry County Sheriff's Office Robb Tadelman, Sheriff	ACA Standards:		
	Approved: 		Revised: 09/25/2023
Chapter Title: OPERATIONS			Page 1 of 10
Subject: Unmanned Aerial System (UAS) Operations			

I. PURPOSE

- A. This policy establishes guidelines for the operation of unmanned aerial systems, as well as the capturing, retention, dissemination, and destruction of data obtained during its operation.

II. POLICY

- A. It is the policy of the McHenry County Sheriff's Office to utilize unmanned aerial systems (UAS) to survey crime and crash scenes and to protect lives and property when other means and resources are not available or are less effective. UAS operations will be performed by trained personnel and in strict compliance with relevant state and federal statutes and in accordance with constitutional and privacy rights.

III. DEFINITIONS

- A. *Federal Aviation Administration (FAA)*: The federal authority with powers to regulate all aspects of civil aviation.
- B. *Information*: As defined by 725 ILCS 167/5: Any evidence images, sounds, data, or other information gathered by a drone.
- C. *Pilot in Command*: Person directly responsible for and is the final authority as to the operation of the unmanned aircraft.
- D. *Unmanned Aerial System (UAS)*: A small, unmanned aircraft, weighing less than 55 pounds on takeoff.
- E. *Drone*: Any aerial vehicle that does not carry a human operator.
- F. *Parade*: A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.
- G. *Routed Event*: means a parade, walk, or race that:

Distribution: Patrol Division, Investigations Division, Corrections Division, Special Services Division, Communications Division.

General Order	Issued: 2/12/2019	GO 2.2.10
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1. is hosted by the State of Illinois or a county, municipality, township, or park district;
2. is outdoors and open to the public; and
3. has an estimated attendance of more than 50 people.
4. “*Routed Event*” does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

H. *Special Event*: means a concert or food festival that:

1. is hosted by the State of Illinois or a county, municipality, township, or park district;
2. is outdoors and open to the public; and
3. has an estimated attendance of:
 - a. 150 or more people in a unit of local government with a population that is less than 50,000;
 - b. 250 or more people in a unit of local government with a population that is greater or equal to 50,000 but less than 100,000;
 - c. 350 or more people in a unit of local government with a population that is greater or equal to 100,000 but less than 500,000;
 - d. 500 or more people in a unit of local government with a population that is 500,000 or more.
4. “*Special Event*” does not include a political protest, march, demonstration, or other assembly protected by the First Amendment

IV. PROCEDURES

A. Deployment of the Unmanned Aerial System

1. Pursuant to 725 ILCS 167/15, within Illinois a UAS may not be deployed to gather information, except during the following circumstances:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.
 - b. Pursuant to a search warrant based on probable cause issued under section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good

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cause for subsequent periods of 45 days. The search warrant must specifically include the utilization of the drone.

- c. Upon reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence, and for a period not to exceed 48 hours.
 - 1) Use of the UAS pursuant to subsection (c) requires notification to the local States Attorney's Office within 24 hours of the initiation.
- d. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.
- e. Solely for the use of crime scene or traffic crash scene photography within a geographically confined and time-limited manner to document specific occurrences.
 - 1) Use of the UAS pursuant to subsection (e) on private property requires a search warrant based on probable cause issued under section 108-3 of the Code of Criminal Procedure of 1963 or lawful consent to search. The search warrant must specifically include the utilization of the drone.
- f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. No official declaration of a disaster or public health emergency is required prior to use.
- g. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency.
 - 1) Every reasonable attempt shall be made to photograph only the building or structure and to avoid other areas.
- h. To demonstrate the capabilities and functionality of a police drone for public relation purposes, provided that no information is collected or recorded by the drone.
- i. In response to dispatched calls for service, when the sole purpose for using the drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
- j. If a law enforcement agency is using a drone at a routed event or special event. The use of a drone under this requires that:

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- 1) Notice is posted at the event location for at least 24 hours before the event and clearly communicates that the drone may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - 2) Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety;
 - 3) The drone is flown in accordance with FAA safety regulations.
- k. Under paragraph (j), a law enforcement agency may use the drone:
- 1) In advance of an event, before event participants have arrived, for the sole purpose of creating maps and determining appropriate access route, staging areas, and traffic routes, provided no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - 2) During the event to proactively support public safety personnel by monitoring the event footprint in real time.
 - (a) To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 - (b) To evaluate crowd size and density.
 - (c) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement.
 - (d) To assist in the response of public safety personnel to a real-time public safety incident at the event.
 - (e) To assess the traffic and pedestrian flow around the event in real time.
2. Pilot in Command responsibilities
- a. The decision whether safe conditions exist to deploy the UAS lies solely with the designated Pilot in Command and may be based on the following, but not limited to:
 - 1) Airspace conditions.
 - 2) Weather conditions.
 - 3) Condition of the Pilot in Command.

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- 4) Number and condition of crew personnel available.
- 5) Condition of the UAS and associated equipment.
- 6) The Pilot in Command's understanding of their abilities and capabilities of the UAS.
- 7) An additional visual observer is required during the hours of dusk to dawn who is trained in accordance with FAA regulations Part 107.31.
- b. Prior to the operation of the UAS, the Pilot in Command shall inspect the UAS and associated equipment for any conditions which would adversely affect the safe operation of the UAS.
- c. If at any time during the flight operation the Pilot in Command experiences a problematic condition with the UAS or associated equipment, the Pilot in Command will safely land the UAS in order to assess and remedy the problem prior to continued use.

B. UAS Program Coordinator

- 1. The UAS Program Coordinator will be responsible for ensuring the safe and legally compliant operation of the McHenry County Sheriff's Office UAS program and will have the following additional responsibilities:
 - a. Coordinating the FAA Certificate of Authorization (COA), Certificate of Waiver (COW) and/or 14 CFR 107 Application process and ensuring all are current.
 - b. Maintain an active list of Pilots in Command who have completed required training and possess a valid FAA Remote Pilot Certificate or Temporary Airman Certificate with Small Unmanned Aircraft System rating.
 - c. Maintain UAS inspection, maintenance, and record keeping protocol to ensure continuing airworthiness of each UAS.
 - d. Ensure data captured by the UAS is obtained, maintained, and destroyed in accordance with state and federal requirements.
 - e. Develop operational protocol covering the deployment and operation of the UAS.
 - f. Ensure notification is made to the McHenry County States Attorney's Office when a UAS deployment occurs pursuant to Section IV. A. 1. c.
 - g. Review incidents which resulted in damage to property or injury to persons in connection with a UAS deployment and make necessary notifications to Federal Authorities.

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- h. Conduct an annual audit of UAS operations.

C. Training

1. Prior to solo operation of the UAS, Sheriff's personnel are required to complete the following:
 - a. Successfully pass of the Federal Aviation Administration's Remote Pilot Knowledge Examination,
 - b. Complete recurrent training covering the areas of knowledge every 24 months as specified in FAA Part 107 regulations (specifically 107.73),
 - c. Obtain either a Temporary Airman Certificate or Remote Pilot Certificate with Small Unmanned Aircraft System rating,
 - d. Participate in flight training consisting of hands-on flight training and deployment procedures.
2. No persons without a Part 107 license will operate the UAS unless under the direct supervision of a FAA licensed Pilot in Command.

D. Restrictions

1. The UAS will not be used to:
 - a. Conduct random surveillance activities or quests for information.
 - b. Target a person based solely on an individual's race, ethnicity, age, national origin, gender, sexual preference, religion, economic status, cultural group, or any other identifiable affiliation unless specific information is received regarding potential criminal activity or criminal activity which has already occurred, and substantial facts are present which support such an indication of the presence of criminal activity.
 - c. Harass, intimidate, or discriminate against any individual or group.
 - d. Conduct personal business of any type.
 - e. Purposefully disturb or pursue wildlife.
 - f. Use of facial recognition software.
 - g. Any situation outside those specified within IV. A. 1. with the exception of training.
2. No weapons of any kind will be attached to or deployed by a UAS.

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3. UAS deployments will adhere to FAA requirements unless otherwise waived by proper authorization by the FAA which include, but are not limited to:
 - a. Maintaining line-of-sight with the UAV.
 - b. Flying at or below 400 feet above ground level.
 - c. Yielding the right-of-way to manned aircraft.
 - d. Not operating over moving vehicles.
 - e. Not operating over person not involved in the flight operation.
 - f. Not operating during hours of darkness.
4. Personnel shall notify the UAS Program Coordinator or their supervisor when he knows or has reason to know he has a physical or mental condition that would interfere with the safe operation of the UAS.

E. Accident Reporting

1. Whenever disabling damage is sustained by the UAS, the Pilot in Command will complete a departmental correspondence detailing the circumstances leading up to the damage.
2. Whenever serious injury or property damage of greater than \$500 is sustained to property other than the UAS, in connection with the UAS's operation:
 - a. The Pilot in Command will immediately report the occurrence to the UAS Program Coordinator, who will subsequently report the incident through the chain of command to the Chief of Operations.
 - b. Within 10 days, the UAS Program Coordinator will report the incident to the Federal Aviation Administration.
3. Operation of the UAS which result in the following circumstances will expeditiously be reported to the National Transportation Safety Board Operations Center at (844) 373-9922
 - a. Serious injury.
 - b. An uncontrolled fly away when the UAS is unable to be located.
 - c. An in-flight fire.
 - d. An aircraft in-flight collision.
 - e. More than \$25,000 in damage, other than to the UAS.

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- f. Release of a propeller blade not due to ground contact.
- g. Damage to the structure or rotor blades, including ground damage, that requires major repair or replacement of the blade(s).

F. Reporting Requirements

1. The Mobile Filed Reporting system will be utilized to document instances of a UAS deployment under the following circumstances:
 - a. Pursuant to Section IV. A. 1. c., where written notification to the States Attorney's Office is required.
 - 1) The report shall articulate the basis of the reasonable suspicion for the UAS deployment and be forwarded to the States Attorney's Office upon approval by a supervisor.
 - b. Whenever an accident occurs which meets requirements outlined within Sections IV. E. 2. and/or Section IV. E. 3.
 - 1) The report will include following information at a minimum:
 - (a) The UAS involved.
 - (b) The event location and circumstances.
 - (c) Name and contact information of witnesses.
 - (d) Photographic evidence of the injuries and/or damaged property.
 - c. Whenever documentation through use of the UAS Flight Record Report is insufficient.
 - d. At the direction of the UAS Program Coordinator or another supervisor.
2. A UAS Flight Record Report will be completed by the Pilot in Command, or his designee, for all instances where a UAS is deployed by Sheriff's personnel, other than for training purposes.
 - a. The UAS Flight Record Report will be developed and maintained by the UAS Program Coordinator and will include the following information at a minimum:
 - 1) Designated report number for the assigned incident
 - 2) Purpose of the flight
 - 3) Names of participating flight crew

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- 4) Airspace and weather authorizations
- 5) A pre-flight checklist

G. Records Retention, Disclosure, & Reporting

1. Retention of information gathered by a UAS, including evidence, images, sounds, or data, pursuant to Section IV. A. 1. is guided by 725 ILCS 167/20.
 - a. Information gathered by the UAS will be destroyed within the following timeframes, except a law enforcement supervisor of the Sheriff's Office may authorize its continued retention if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial, the information will be used for training purposes only and shall not contain any personally identifiable information, or the information consists of only flight path data, metadata, or telemetry information of the drone.
 - 1) All information gathered pursuant to paragraphs (a), (b), (c), (d), (e), (f), (i) under Section IV. A. 1 of this General Order shall be destroyed 30 days after being gathered.
 - 2) All information gathered pursuant to paragraph (j) under Section IV. A. 1 of this General Order shall be destroyed within 24 hours after being gathered.
 - 3) All information gathered pursuant to paragraph (g) under Section IV. A. 1 of this General Order shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
 - b. Information obtained from or provided by a privately owned UAS will be held in compliance with the above section.
2. Disclosure of information gathered by a UAS, including evidence, images, sounds, or data, pursuant to Section IV. A. 1. is guided by 725 ILCS 167/25.
 - a. Information gathered by the UAS pursuant to Section IV. A. 1. will not be released other than as follows:
 - 1) A supervisor of the Sheriff's Office may release the information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 - 2) Records of drone usage, including flight path data, metadata, telemetry information of specific flights, if available, may be



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disclosed under the Freedom of Information Act and rules adopted under the Act.

- 3) A law enforcement agency shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under this Section.
 - 4) Pursuant to a court's order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic investigation.
- b. Information obtained from or provided by a privately owned UAS will be disclosed in compliance with the above section.
 - c. Restrictions on the release of information gathered by the UAS shall not apply to:
 - 1) Reports completed by Sheriff's Personnel and submitted to the Records Division to be part of a case report.
3. Reporting number of drone(s) and their usage is guided by 725 ILCS 167/35.
 - a. The UAS Program Coordinator shall report in writing annually by April 1 to Illinois Criminal Justice Authority the number of drones we own, the number of times a drone was used pursuant to each paragraph of Section IV. A. 1, including the date of use, time of use, reason for use, location, whether video was recorded, whether video was retained for training purposes. The report shall include this agency's latest policy concerning drones as of the most recent April 1.
 - b. The UAS Program Coordinator will work with the Sheriff's website coordinator to make publicly available on the Sheriff's website our policy governing the operation, use, administration, and oversight of our drone program.

H. Policy Violation

1. If anyone in this agency learns of violations of The Freedom from Drone Surveillance Act by our drone operators, they shall immediately notify the UAS Program Coordinator of the violation. The UAS Program Coordinator shall immediately take action to prevent future violations of the Act through any of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of this Act.
2. If the UAS Program Coordinator learns of any willful and wanton violations of the Act, the UAS Program Coordinator shall immediately remove the pilot from its drone program.

	<h1 style="color: blue;">CITY OF McHENRY POLICE DEPARTMENT</h1> <p>333 S. Green Street, McHenry, Illinois 60050</p>	
Effective Date 08/07/2023	<h2 style="color: blue;">GENERAL ORDER</h2>	General Order Number <h3 style="text-align: right;">41.18</h3>
Subject Small Unmanned Aircraft Systems (sUAS) aka Drone		
Reference 14 CFR Part 107 725 ILCS 167/ Freedom from Drone Surveillance Act 725 ILCS 5/108-3 Grounds for Search Warrant	Rescinds/Replaces New	Last Reviewed/Revised: 08/07/2023
CALEA Standard 17.5.2 Operational Readiness 43.1.4 Equipment, Authorization, and Control 43.1.5 Covert Operations	Distribution: Master File Copy All Employees	No. Pages 7 Established by Order Of: <i>John R. Birk</i> Chief of Police

I. PURPOSE

This order establishes guidelines under which a small, unmanned aircraft system may be utilized, and the storage, retrieval and dissemination of images and data captures by such systems.

II. POLICY

It is the policy of the McHenry Police Department to ensure authorized personnel are trained on the use of drones, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will comply with relevant statutes, privacy rights, the Federal Aviation Administration (FAA) and 14 CFR 107 requirements.

III. DEFINITIONS

Federal Aviation Administration (FAA) - the national aviation authority of the United States, with powers to regulate all aspects of American aviation.

Information- As defined by [725 ILCS 167/](#) means any evidence, images, sounds, data or other information gathered by a drone

Parade—A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. ([725 ILCS 167/5](#))

Remote Pilot in Command (RPIC)- an individual who has full control over the drone during flight and is responsible for the overall flight operations.

Routed Event- A parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. ([725 ILCS 167/5](#))

Small Unmanned Aircraft Systems (sUAS) – otherwise referred to as a drone; does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event- A concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. ([725 ILCS 167/5](#))

Visual Observer (VO) – a crew member for a flight mission who serves as a second set of eyes, monitoring the drone in flight to support the RPIC.

IV. PROCEDURES

A. Team Supervisor

The Investigations Sergeant or other Chief's designee shall be the team supervisor who is responsible for the management of the department's small, unmanned aircraft program. The team supervisor ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the team supervisor:

1. Coordinate the FAA Certification of Authorization (COA) and/or the [14 CFR Part 107](#) application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and [14 CFR Part 107](#) training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
3. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
5. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
6. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
7. Develop sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
8. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
9. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules
10. Facilitate law enforcement access to images and data captured by the sUAS.
11. Recommend program enhancements, especially regarding safety and information security.
12. Ensure established protocols are followed by monitoring and providing an annual program report to the Commander of Support Services to include but not be limited to an audit of the program and flight documentation.
13. Coordinate and implement a regular training curriculum to maintain proficiencies and stay apprised of current trends.
14. Annually report by April 1, to the [Illinois Criminal Justice Information authority](#) the following information:
 - a) The number of drones owned by the Department
 - b) The number of times a drone was used pursuant to each paragraph of [725 ILCS 167/15](#), including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c) The report shall contain a copy of the Department's latest policy concerning drones as of the most recent April 1.

B. Training

1. Prior to authorization to operate a sUAS, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
2. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates, or other revisions to the FAA and/or [14 Part CFR 107](#) requirements, statutes, or Department policy.
3. Additional training may be provided at periodic intervals for officers displaying a substandard performance in the use of sUAS equipment.

C. Use of the sUAS

(CALEA 43.1.4 and 43.1.5)

1. Pursuant to [725 ILCS 167/15](#) the drone may not be used to gather information except during the following types of situations:
 - a) to counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligences indicate there is that risk
 - b) pursuant to obtaining a search warrant based on probable cause under [section 108-3 of the Code of Criminal Procedure of 1963](#).
 - 1) The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
 - c) Under reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 - 1) The use of the drone under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph the Chief of Police must report in writing the use of a drone to the State's Attorney.
 - d) If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.
 - e) Crime scene and traffic crash photography must be conducted in geographically confined and time-limited to document specific occurrences.
 - f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use [725 ILCS 167/15\(6\)](#)
 - g) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - h) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
 - i) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 - j) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. The Department's Public Safety Answering Point (PSAP) is McHenry PD dba NERCOM.
 - k) If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:

- 1) Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety; and
 - 2) Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - 3) The drone is flown in accordance with Federal Aviation Administration safety regulations.
- 1) Under Section A.11 above, the Department may use the drone:
- 1) In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - 2) During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - a. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - b. To evaluate crowd size and density;
 - c. To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - d. To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - e. To assess the traffic and pedestrian flow around the event in real time.

D. Accident Reporting

1. The FAA requires notification of certain sUAS accidents. Pursuant to [14 CFR 107 Drone Operation and Certification Regulations](#), within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - a) Serious injury to any person or loss of consciousness.
 - b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied: (a) the cost of repair including materials and labor does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - a) Name and contact information for operators and witnesses.
 - b) Type of operation.
 - c) Type of device and registration number/certificate.
 - d) Event location and incident details.
 - e) Evidence collection such as photos, video, and device confiscation, if necessary.
3. When the accident meets the criteria listed under [Section 1](#), the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

E. Restrictions

1. The sUAS shall not be used to:
 - a) Conduct random surveillance activities or requests for information.
 - b) Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 - c) Harass, intimidate, or discriminate against any individual or group.
 - d) Conduct personal business of any type.
 - e) Any situation outside what is considered an authorized Department use as outlined in this policy.
2. sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - a) Conduct a pre-flight check to ensure the sUAS in condition for safe operation.
 - b) Keep the sUAS in visual line of sight.
 - c) Fly at or below 400 feet above ground level or structure and 500 feet or more below cloud cover.
 - d) Fly at or below 100 mph.
 - e) Yield right of way to manned aircraft.

- f) Must not fly from a moving vehicle, except in rural areas.
- g) During an emergency situation, deviations from policy are permitted.

3. Use of Facial Recognition:

Department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:

- a) The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
- b) The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)

4. Use of Weapons

Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)

- 5. The Team Supervisor shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- 6. A Department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

F. Privacy Considerations

- 1. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
(CALEA 43.1.5)
- 2. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the Department shall obtain a search warrant prior to conducting the flight.

G. Equipment Inspection and Care

- 1. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
(CALEA 17.5.2)
- 2. Prior to use, assigned officers shall:
 - a) Inspect the sUAS and related equipment to verify proper functioning and ensure batteries are fully charged in accordance with the manufacturer's recommendations.
 - b) Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

H. Security and Retention of Recordings

- 1. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

2. All recordings are considered investigative property of the McHenry Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
3. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Team Supervisor.
4. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
5. Pursuant to [725 ILCS 167/25](#), the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
6. Pursuant to [725 ILCS 167/20\(a\)](#), the Department shall destroy all information gathered by the sUAS,
 - a) Destruction within thirty (30) days after being gathered pursuant to:
 - 1) [725 ILCS 167/15\(1\)](#) (terrorist attack).
 - 2) [725 ILCS 167/15\(2\)](#) (search warrant).
 - 3) [725 ILCS 167/15\(3\)](#) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence).
 - 4) [725 ILCS 167/15\(4\)](#) (location of a missing person, search, and rescue operation, or aiding a person who cannot otherwise be safely reached).
 - 5) [725 ILCS 167/15\(5\)](#) (crime scene and traffic crash scene photography).
 - 6) [725 ILCS 167/15\(6\)](#) (disaster or public health emergency); or
 - 7) [725 ILCS 167/15\(9\)](#) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
 - b) Destruction within twenty-four (24) hours after being gathered pursuant to:
 - 1) [725 ILCS 167/15\(10\)](#) (routed event or special event).
 - c) All information gathered pursuant to [725 ILCS 167/15\(7\)](#) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
7. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section 6 above, a Department supervisor may retain information if:
 - a) There is reasonable suspicion that the information contains evidence of criminal activity;
 - b) The information is relevant to an ongoing investigation or pending criminal trial;
 - c) The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - d) The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))
8. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20
9. The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

I. Information Disclosure

1. All information gathered pursuant to [725 ILCS 167/15\(7\)](#) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable.
2. Pursuant to 725 ILCS 167/25 the Department shall not disclose any information gathered by the drone, except
 - a) to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
 - b) pursuant to a court order
 - c) in regard to a completed traffic crash investigation
3. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act ([5 ILCS 140/1](#)) and rules adopted under that Act.

J. Information Obtained from Private Drones

1. The Department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section C.1 above.
2. Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.
3. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

K. Assistance to Other Agencies

1. The sUAS equipment shall not be loaned to other agencies unless there is a valid Intergovernmental agreement in place or with permission of the Chief of Police or designee. Requests by other agencies for sUAS assistance require that a Department assigned operator respond with the equipment and operate it. All assists shall be documented, and an email sent to the Team Supervisor with the report number and general summary.

L. Policy Requirements and Violations

1. If the Department learns of violations of the Act, the Department shall immediately take prompt and appropriate actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))
2. The Department shall make publicly available on the Department's website the Department's policy governing the operation, use, administration, and oversight of its drone program. (725 ILCS 167/35(c))

Drone/Unmanned Aerial System

436.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

436.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

436.2 POLICY

Best Practice

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

436.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

436.4 PROGRAM COORDINATOR

State MODIFIED

The Patrol Division Commander or their designee will serve as the program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for office operations.

Drone/Unmanned Aerial System

- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
 - [FAA Emergency Request Form](#)
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities, and/or Low Altitude Authorization and Notification Capability (LAANC).
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the office's current UAS policy is posted on the office's website (725 ILCS 167/35).

436.5 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Drone/Unmanned Aerial System

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

436.5.1 PRIVATE UAS OWNERS

State

Drone/Unmanned Aerial System

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Office by a private third party (725 ILCS 167/40).

436.6 PROHIBITED USE**Federal**

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

436.7 RETENTION OF UAS INFORMATION**State MODIFIED**

The Program Coordinator shall ensure drone pilots destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

If information is temporarily retained onto media storage hard drives, memory cards, etc. under the following situations, and that information is determined not to meet criteria for long term retention into evidence, said information shall be destroyed within the following:

- (a) 30 days after being gathered from a reported:
 - Terrorist Attack
 - Search Warrant
 - Imminent Harm
 - Missing Person
 - Crime Scene
 - Traffic Crash
 - Disaster or Public Health Emergency
 - Public Safety Answering Point (PSAP)
- (b) 24 hours after being gathered from a:
 - Special Event

Information gathered for an Infrastructure Inspection must be destroyed immediately after being turned over to the inspection's requesting agency.

Drone/Unmanned Aerial System

Only authorized information may be retained and shall be retained by way of uploading the exhibit to the department's online digital evidence vault (evidence.com) or other means of submission into physical evidence, depending on file size.

A supervisor may authorize the retention of information when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

At minimum, any digital evidence gathered by a UAS meeting the above criteria, must at least be "flagged" in evidence.com if a more appropriate retention category is not applicable (e.g. Traffic Crash, Homicide, etc.).

436.8 REPORTING

State **MODIFIED**

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Office and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the office's current UAS policy (725 ILCS 167/35).

436.9 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Drone/Unmanned Aerial System

436.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether tethered, preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

Pilot - A member of the Department licensed by the Federal Aviation Administration, who has completed required training, and is authorized by the Chief of Police to operate a UAS.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.

Unmanned Aerial System

- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only licensed pilots who have completed the required training and are authorized by the Chief of Police shall be permitted to operate a UAS on, above or around Metra property; or in furtherance of other authorized law enforcement mission.

Unmanned Aerial System

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should generally be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use are and shall remain the property of Metra and shall not be transferred or used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

MPD UAS may be flown by authorized department operators for the purpose(s) of pilot practice, training, or flight demonstrations.

A Metra UAS may be flown by department pilots for airborne photography, video and/or data collection in support of other units/divisions of the Agency.

The Metra Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

Unmanned Aerial System

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Unmanned Aerial System

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

607.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

607.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

607.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

607.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

607.4 PROGRAM COORDINATOR

The Chief of Police may appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life). [See attachment: drone deployment notification \(use this one\).pdf](#)
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

607.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Unmanned Aerial System

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

607.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

Unmanned Aerial System

607.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

607.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

607.7 RETENTION OF UAS INFORMATION

The Drone Operators shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

607.8 REPORTING

The Drone Operators shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

607.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

607.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

drone deployment notification (use this one).pdf



Date: _____

Attention: _____ County State's Attorney's Office

The following is a notification from the Minooka Police Department on behalf of _____, pursuant to the Illinois Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15(3)

Date of deployment: _____ **Time of deployment:** _____

Length of deployment: _____ **# of drones deployed:** _____

Location of deployment: _____

Purpose:

☐ Prevent harm to Life ☐ Forestall escape of suspect ☐ Prevent destruction of evidence

Video footage recorded (yes/no): _____ **Is the video being kept as evidence (yes/no):** _____

Was any drone video footage obtained from a private third party (yes/no): _____

MIPD Report #: _____ **Title of Report:** _____

Charges authorized (indicate if Misdemeanor or Felony): _____

Drone pilots who conducted deployment: _____

Supervisor authorizing the deployment: _____

Summary of reasonable suspicion (attach additional pages if necessary):

Date/Time this notification was faxed/emailed to the SAO: _____

Person submitting this notification to the SAO: _____

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606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 TRAINING

All operators shall:

- be licensed (Remote Pilot Certificate), which is provided by the Federal Aviation Administration, under the Part 107 Rules & Regulations.
- complete current department-approved training in UAS operation.

All operators should complete at least 60 minutes of flight training quarterly, either through an authorized law enforcement incident or a department approved flight training.

606.7 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.8 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

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606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

606.11 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).



TITLE: UNMANNED AERIAL SYSTEMS				NUMBER: 1214
ISSUED: 11/8/22	EFFECTIVE: 11/18/22	REVISED: 8/23/23	CANCELS: N/A	PAGE(S): 11
ILEAP STANDARDS: N/A				REVIEW: Every 3 Years

- I. PURPOSE:** The purpose of this policy is to establish guidelines, under which unmanned aerial systems (sSUAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.
- II. POLICY:** Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sSUAS will be in strict accordance with constitutional and privacy rights, applicable state and federal law, and Federal Aviation Administration (FAA) regulations.
- III. DEFINITIONS**
- A. Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- B. Information: As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- C. Parade: A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- D. Remote Pilot in Command (PIC): Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.
- E. Routed Event:
1. A parade, walk, or race that:

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district;
 - b. Is outdoors and open to the public; and
 - c. Has an estimated attendance of more than 50 people.
 - 2. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- F. Small Unmanned Aircraft System (sSUAS): A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft. Also known as, and referred to in this order as, a drone.
- G. Special Event:
- 1. A concert or food festival that:
 - a. Is hosted by the State of Illinois or a county, municipality, township, or park district;
 - b. Is outdoors and open to the public; and
 - c. Has an estimated attendance of:
 - 1) 150 or more people in a unit of local government with a population that is less than 50,000;
 - 2) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000;
 - 3) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or
 - 4) 500 or more people in a unit of local government with a population that is 500,000 or more.
 - d. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)
- H. Visual Observer: The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.
- I. Program Coordinator: Selected by the Chief of Police to be in charge of the Drone program.

IV. PROCEDURE:

A. Authorization:

- 1. The Chief of Police will appoint a program coordinator who will be responsible for the management of the sUAS program. Only authorized operators who have completed the required training shall be permitted to operate the sUAS as a PIC

2. The PIC may be temporarily removed from flight status at any time by the Program Coordinator or Chief of Police, or designee, at any time for reasons including performance, or proficiency.
3. Requests for Mutual Aid by use of sUAS will be forwarded to the Chief of Police, or designee, and screened by a PIC for compliance with policy and regulations prior to deployment.

B. Restrictions:

1. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.
2. sUAS operations should only be conducted during daylight hours and a sUAS should not be flown over populated areas without FAA approval.

C. Permitted Use:

1. The Moline Police Department may not use the sUAS to gather information except under (725 ILCS 167/15)
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - d. Notification to the State's Attorney's office shall be accomplished using the MOPD Drone Deployment form in CS PRO.
 - 1) The remote pilot in command shall complete the form and submit it to the Program Coordinator for approval.
 - 2) The Program Coordinator shall ensure the automated CS Pro email was sent to the State's Attorney's Office.
2. If the Department is not undertaking a criminal investigation but is:
 - a. Attempting to locate a missing person;
 - b. Engaging in search and rescue operations; or
 - c. Aiding a person who cannot otherwise be safely reached.
3. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search.

4. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
5. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
6. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
7. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. The Department's Public Safety Answering Point (PSAP) is QComm.
8. If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:
 - a. Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - c. The drone is flown in accordance with Federal Aviation Administration safety regulations.
9. Under section 8(c) above, the department may use the drone:
 - a. In advance of an event, before participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution: or
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - 1) To detect a breach of event space, including a breach by unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing
 - 2) To evaluate crowd size and density;
 - 3) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - 4) To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - 5) To assess the traffic and pedestrian flow around the event in real time.
10. When appropriate, notification of the sUAS will be made to the public and/or media outlets.

11. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
12. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed. Videos will be uploaded to Evidence.com in accordance to body cam video procedures.
13. The Program Coordinator will review all drone deployments and report to the Office of the Police Chief if each deployment was within policy.
14. All drone deployments require an Incident Report to be completed
 - a. All reports will be properly coded to track SUAS deployments.
 - b. All reports will include the permitted use description and justification.

V. ACCIDENT REPORTING:

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - a. The cost of repair including materials and labor does not exceed \$500.00;
 - b. The fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.

VI. RESTRICTED USE:

- A. The sUAS video surveillance equipment shall not be used:
 1. To conduct random surveillance activities.
 2. To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 3. To record data that will be collected, disseminated or retained solely for the purpose of monitoring activities protected by the U.S. Constitution, such as the First Amendment's protections of religion, speech, press, assembly, and redress of grievances (e.g., protests, demonstrations).
 4. To harass, intimidate or discriminate against any individual or group.
 5. The sUAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the sUAS that is not specifically related to the

operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

6. The sUAS shall not be weaponized. Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/17)
 7. The use of facial recognition (onboard facial recognition or software that works in conjunction with the drone), shall be prohibited unless either:
 - a. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 - b. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
- B. sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation.
 2. Keep the sUAS in visual line of sight.
 3. Fly during day or twilight hours.
 4. Fly at or below 400 feet above ground level.
 5. Fly at or below 100 mph.
 6. Yield right of way to manned aircraft.
 7. Must not fly over people.
 8. Must not fly from a moving vehicle, except in rural areas.
 9. During an emergency situation, deviations from policy are permitted.
- C. The Program Coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. If the PIC determines that the use of the sUAS would violate department policy or directives, the PIC will inform the Incident Commander of the potential conflict along with recommendations for modifying the requested mission to conform to the department policies and procedures.
- E. The PIC will have sole discretion for overall mission safety, identifying potential violations of FAA rules, and risks of potential damage to the sUAS or its associated equipment. If the PIC makes this determination that any of these issues are present, the PIC will inform the Incident Commander of the reasons for refusing to operate the

sUAS and notify the sUAS Program Coordinator. The sUAS will not be flown in this circumstance and the authority of the PIC is absolute.

VII. PROGRAM COORDINATOR:

- A. The Chief of Police will designate a command level officer to be the sUAS Program Coordinator. The sUAS Program Coordinator will report to one of the Deputy Chiefs as designated by the Chief of Police.
- B. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:
 - 1. Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
 - 2. Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
 - 3. Developing uniform protocol for submission and evaluation of requests to deploy a sUAS, including urgent requests made during ongoing or emerging incidents.
 - 4. Deployment of a sUAS shall require authorization of the Chief of Police or the authorized designee, depending on the type of mission.
 - 5. Developing protocol for conducting criminal investigations involving a sUAS, including documentation of time spent monitoring a subject.
 - 6. Implementing a system for public notification of sUAS deployment.
 - 7. Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
 - 8. Developing a protocol for fully documenting all missions.
 - 9. Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
 - 10. Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 - 11. Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
 - 12. Facilitating law enforcement access to images and data captured by the sUAS.
 - 13. Recommending program enhancements, especially regarding safety and information security.

14. Ensuring that established protocols are followed by monitoring and providing periodic (quarterly) program reports to the Chief of Police.
15. Handle any complaints regarding the use of the sUAS in accordance with the Moline Police Department Policy #502 (Disciplinary Action and Complaints Against Officers).
16. Will coordinate with the Deputy Chief(s) to conduct an internal audit or assessment of the sUAS program to ensure compliance with department policies and procedures and the safeguard of any Personal Identifiable Information (PII) collected.
17. Provide an annual report to document the number of times the sUAS was used or categories of missions flown, and the number of times the agency provided assistance to other agencies, or to state, local, tribal, or territorial governments to the Chief of Police within 30 days of the end of the calendar year. This information will be published and made available to the public in the Moline Police Departments Annual Report.

VIII. TRAINING

- A. Prior to authorization to operate a sUAS, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or Department policy.
- C. Additional training may be provided at periodic intervals for officers displaying a substandard performance in the use of sUAS equipment.

IX. RETENTION AND DISCLOSURE OF sUAS INFORMATION:

- A. Within 30 days of sUAS use, the program coordinator shall destroy all information gathered by the sUAS except when there is reasonable suspicion that the information contains evidence of criminal activity, if the supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- B. Destruction within 24 hours after being gathered pursuant to a routed or special event (725 ILCS 167/15 (10)).
- C. All information gathered pursuant to an infrastructure inspection (725 ILCS 167/15 (7)) shall be turned over to the requesting local government agency as soon as practical

and all gathered information shall be destroyed immediately after it has been turned over.

- D. The disclosure of information gathered by the sUAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).
- E. The Moline Police Department will ensure all data-sharing agreements, data use, and record management policies applicable to sUAS conform to (725 ILCS 167) Freedom from Drone Surveillance Act.
- F. Flight path data, metadata, or telemetry information about the drone may be retained by the Department.
- G. All footage will be classified in accordance of Body Worn Camera (BWC) Policy.

X. INFORMATION DISCLOSURE:

- A. Pursuant to 725 ILCS 167/25, the Department shall not disclose any information gathered by the drone, except a Department Supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- B. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140) and rules adopted under that Act.
- C. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
- D. Nothing in the Illinois Drones as First Responders Act (PA103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
- E. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.
- F. The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Program Coordinator or determined by the completion of the criminal investigation or criminal trial.

XI. INFORMATION OBTAINED FROM PRIVATE DRONES:

- A. The Department may utilize information from private drones only for the purpose of under taking the tasks outlined in Section IV.C above.
- B. Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.
- C. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

XII. ASSISTANCE TO OTHER AGENCIES:

- A. The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a Department assigned operator respond with the equipment and operate the drone.
- B. All assists shall be approved by the Chief of Police, or designee and documented in an Incident Report/Supplemental Report or CFS.
- C. Assists to other agencies shall also require the completion of the MOPD Drone Deployment form in CS Pro.

XIII. POLICY REQUIREMENTS AND VIOLATIONS:

- A. The Illinois Drones as First Responders Act (PA103-0101) requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))
- B. The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or

3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))
- C. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))
- D. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))
- E. Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))

XIV. REPORTING:

- A. The program coordinator shall ensure an After Action – Mission Report or similar briefing is forwarded to the Office of the Police Chief after each mission.
- B. The program coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of SUAS's owned by the Moline Police Department (725 ILCS 167/35).



DARREN J. GAULT
CHIEF OF POLICE

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

394 Unmanned Aircraft Systems

394.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aircraft systems (UAS) may be used, and the storage, retrieval, and dissemination of images and data captured by such systems.

394.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aircraft System (UAS) - An unmanned aircraft that can be controlled remotely. Commonly referred to as a drone.

Pilot in Command (PIC) - A person who holds a valid FAA Part 107 Commercial Pilot's License and is designated by the Morton Grove Police Department. During an authorized flight mission, the PIC is directly responsible for and is the final authority as to the operation of the UAS and the flight mission.

Visual Observer (VO) - A person who is designated by the PIC to assist the PIC and the person manipulating the flight controls of the UAS to see and avoid other air traffic or objects aloft or on the ground.

UAS Program Coordinator (UPC) - A sworn supervisor of the rank of Sergeant or higher who is appointed by the Chief of Police or his/her authorized designee that shall be responsible for the overall management of the UAS program.

Assistant UAS Program Coordinator (AUPC) - A sworn officer that is appointed to assist the UPC in the overall management of the UAS program.

Preflight Briefing - A mandatory process that is conducted by the PIC prior to a UAS flight mission which includes but is not limited to:

- (a) Review of the flight mission, flight mission area, flight mission objectives, safety issues and issues of concern;
- (b) Review of current and forecasted weather conditions;
- (c) Review of operating limitations and safety issues such as battery charge, GPS strength, and potential radio interference;
- (d) Review of crew coordination and communication procedures;
- (e) Review of emergency/contingency procedures including aircraft system failure, flight termination, divert and lost link procedures; and
- (f) Execution of all checklists.

Preflight Inspection - A mandatory process that is conducted by the PIC before every UAS flight utilizing the pre-flight checklist. The inspection is intended to ensure that the UAS is operational and ready for flight and that the control unit is functioning properly and has sufficient charge.

Parade - A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Routed Event - A parade, walk, or race that:

- (a) is hosted by the State of Illinois or a county, municipality, township, or park district;
- (b) is outdoors and open to the public; and
- (c) has an estimated attendance of more than 50 people. "Routed event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event - A concert or food festival that:

- (a) is hosted by the State of Illinois or a county, municipality, township, or park district;
- (b) is outdoors and open to the public; and
- (c) has an estimated attendance of: 150 or more people in a unit of local government with a population that is less than 50,000; "Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

394.2 POLICY

Unmanned aircraft systems may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

394.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall also take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

394.4 UAS PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will manage the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices, and will have the following additional responsibilities:

- (a) Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, if applicable.
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- (b) Ensuring that all authorized operators and required observers have completed all required FAA and Department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- (c) Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- (d) Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- (e) Implementing a system for public notification of UAS deployment.
- (f) Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- (g) Developing a protocol for fully documenting all missions.
- (h) Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- (i) Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- (j) Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- (k) Facilitating law enforcement access to images and data captured by the UAS.
- (l) Recommending program enhancements, especially regarding safety and information security.
- (m) Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

394.5 TRAINING PRIOR TO USE OF THE UAS

- (a) Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the Department to obtain an understanding on how to use the UAS and the procedures outlined in this policy.
- (b) Assigned officers will undergo monthly, minimum flight time requirements. Failure to comply with the minimum flight time requirement will suspend the assigned officer's flying privileges until the minimum hours have been met.
- (c) Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or

Department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of UAS equipment.

394.6 INSPECTION AND CARE OF THE EQUIPMENT

The UAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

Prior to use, assigned officers shall:

- (a) Using an equipment checklist, inspect the UAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
- (b) Inspect the body of the UAS, and the charging and camera cables, to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

394.7 USE OF UAS

The Department must obtain applicable authorizations, permits, or certificates as required by the FAA prior to deploying or operating the UAS, and ensure these documents are current. Only authorized operators who have completed the required training shall be permitted to operate the UAS.

The Morton Grove Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - (d) To locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
 - (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or
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emergency conditions, to survey damage, or to coordinate response and recovery efforts.

- (g) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
- (h) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
- (i) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.
- (j) If the Department is using a drone at a routed event or special event. The use of a drone under this paragraph requires that:
 - 1. Notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - 2. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - 3. The drone is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:
 - A. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - B. During the event to proactively support public safety personnel by monitoring the event footprint in real time: (a) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing; (b) to evaluate crowd size and density; (c) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement; (d) to assist in the response of public safety personnel to a real-time public safety incident at the event; and (e) to assess the traffic and pedestrian flow around the event in real time.
 - 4. Requests to deploy the UAS flight shall be made to the PIC who will confer with the UPC or a supervisor on scene as to the status of the proposed flight.

5. Whenever possible, if the UAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
6. When appropriate, notification of the UAS deployment shall be made to the public and/or media outlets.
7. At the conclusion of each deployment, any recordings shall be securely downloaded and proper evidence procedures shall be followed.
8. All uses of the UAS will be documented via email to the UPC and Department Admin. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment; assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment. The UAS deployment will also be documented on a supplemental report to the main case report for the incident.

394.8 PRIVATE UAS OWNERS

This policy and its restrictions apply to the Department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party.

394.9 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- (a) To conduct random surveillance activities.
 - (b) To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
 - (c) To harass, intimidate, or discriminate against any individual or group.
 - (d) To conduct personal business of any type.
 - (e) Use of facial recognition. A law enforcement agency operating a drone under this Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. A law enforcement agency operating a drone under this Act is prohibited from using any information gathered by a drone with any facial recognition software, unless either
 1. The law enforcement agency is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or;
 2. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 - (f) Use of weapons. A law enforcement agency operating a drone under this Act is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
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UAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:

1. Conduct a pre-flight check to ensure the UAS in condition for safe operation.
2. Keep the UAS in visual line of sight.
3. Fly at or below 400 feet above ground level or structure.
4. Fly at or below 100 mph.
5. Yield right of way to manned aircraft.
6. Must not fly from a moving vehicle, except in rural areas.
7. During an emergency situation, deviations from policy are permitted.

The program coordinator may request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the UAS operation can be safely conducted under the terms of the certificate waiver.

Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the UAS.

394.10 RETENTION AND DISCLOSURE OF UAS INFORMATION

- (a) Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
- (b) All recordings are considered investigative property of the Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- (c) Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization from a supervisor.
- (d) Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- (e) Pursuant to 725 ILCS 167/20(a), the Department shall destroy all information gathered by the UAS within the following timeframes:
 1. Destruction within thirty (30) days after being gathered pursuant to:
 - A. 725 ILCS 167/15(1) (terrorist attack);
 - B. 725 ILCS 167/15(2) (search warrant);

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- C. 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence);
 - D. 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - E. 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - F. 725 ILCS 167/15(6) (disaster or public health emergency); or
 - G. 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
- 2. Destruction within twenty-four (24) hours after being gathered pursuant to:
 - A. 725 ILCS 167/15(10) (routed event or special event).
 - 3. All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- (f) Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section (e) above, a Department supervisor may retain particular information if:
- 1. There is reasonable suspicion that the information contains evidence of criminal activity;
 - 2. The information is relevant to an ongoing investigation or pending criminal trial;
 - 3. The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - 4. The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))
- (g) Information Disclosure:
- 1. Pursuant to 725 ILCS 167/25, the Department shall not disclose any information gathered by the drone, except a Department supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
 - 2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
 - 3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
-

4. Nothing in the Illinois Drones as First Responders Act (PA103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
- (h) When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the UAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.
- (i) The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Chief of Police or his authorized designee or determined by the completion of the criminal investigation or criminal trial.

394.11 REPORTING REQUIREMENTS

The Chief of Police or the authorized designee shall report the following:

- (a) Annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Morton Grove Police Department (725 ILCS 167/35).
- (b) Within 24 hrs of UAS initiation, notifying the appropriate State's Attorney's Office of any uses that would require such notification, as required by the Illinois Freedom from Drone Surveillance Act.

The Pilot in Command shall notify the FAA (via the FAA website), within 10 days, of an accident in the following situations:

- (a) Serious Injury to any person or loss of consciousness.
- (b) Damage to any property, other than the UAS, unless one of the following conditions is satisfied:
 - (a) the cost of repair including materials and labor does not exceed \$500.00 or
 - (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

The Pilot in Command shall:

- (a) Immediately notify the program coordinator of any damage to the UAS, related equipment or to another person's property.
- (b) Immediately notify the FAA, any adjacent airport, and the program coordinator of a "fly away".
- (c) Prior to the end of their shift, document the use of the UAS on departmental UAS forms, and complete a supplemental police report when drone photographs or video are retained as evidence or as directed by a supervisor.

394.12 POLICY REQUIREMENTS AND VIOLATIONS

- (a) The Illinois Drones as First Responders Act (PA103-0101) requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following

means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))

- (b) The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:
- A. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing, under oath or otherwise, as to all information the Attorney General may consider necessary;
 - B. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 - C. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))
- (c) If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))
- (d) Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))
- (e) Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))

FORMS

- [Morton Grove Drone Flight Form](#)
- [SAO Notification Form - Drone Use](#)

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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606.10 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will designate a coordinator and be responsible for the management of the sUAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
- Ensuring that all authorized operators and required (visual) observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a sUAS, including urgent requests made during ongoing or emerging incidents.
- Developing protocol for conducting criminal investigations involving a sUAS, including documentation of time spent monitoring a subject.

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- Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
- Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the sUAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police or designee.
- Conduct a documented annual audit of the program and flight documentation.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

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- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 RESTRICTIONS

The sUAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.

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- To conduct personal business of any type.
- Any situation outside what is specified in 725 ILCS 167/15

All sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:

1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation. This is covered in Section 606.3.
2. Keep the sUAS in visual line of sight.
3. Fly at or below 400 feet above ground level.
4. Fly at or below 100 mph.
5. Yield right of way to manned aircraft.
6. Must not fly from a moving vehicle, except in rural areas.
7. During an emergency situation, deviations from policy is permitted.

The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.

Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

The sUAS shall not be weaponized.

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Mount Prospect Police Department (725 ILCS 167/35).

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606.9 INSPECTION AND CARE OF THE EQUIPMENT

The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

Prior to use, assigned officers shall:

1. Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations. [See attachment: Mt. Prospect UAS Operational Checklist.pdf](#)
2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

606.10 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- (a) All recordings are considered investigative property of the Mount Prospect Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- (b) Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
- (c) Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- (d) Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

606.11 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.

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- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.12 VIOLATIONS OF FREEDOM FROM DRONE SURVEILLANCE ACT

Pursuant 725 ILCS 167/45: Each law enforcement agency using drones under this Act shall have a policy outlining drone use consistent with this Act. The policy shall include that, if an agency learns of violations of this Act, the agency shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If an agency learns of willful and wanton violations of this Act, the agency shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act.

Attachments

Mt. Prospect UAS Operational Checklist.pdf

**Mount Prospect Police
UAS OPERATIONAL CHECKLIST**

Section 1 Pre Flight Check list		
CREW AND LOCATION INFORMATION		
Pilot In Command:		
Observer:		
Date/Time:		
Location and Altitude:		
TYPE OF MISSION		
<input type="checkbox"/> Vehicle Crash Scene <input type="checkbox"/> Crime Scene <input type="checkbox"/> Search and Rescue <input type="checkbox"/> Tactical Operation <input type="checkbox"/> Area Search <input type="checkbox"/> Department <input type="checkbox"/> Training <input type="checkbox"/> Other		
Flight Declaration <input type="checkbox"/> COA <input type="checkbox"/> FAA Part 107		
AUTHORIZATION FOR FLIGHT IN CONTROLLED AIRSPACE		
Authorized By:		
<i>COMPLETE ALL CHECKLIST ITEMS IN THE ORDER THEY ARE PRESENTED. IF YOU CANNOT CHECK OFF AN ITEM STOP AND CORRECT THE ISSUE BEFORE CONTINUING.</i>		
PRE-START CHECKLIST		
ITEM	GO CONDITION	GO
Airspace	Unrestricted Airspace <input type="checkbox"/> Flight Authorized <input type="checkbox"/>	
Obstacles	Obstacles and Obstructions in the Area Identified	
Weather	Visibility 3 Statute Miles, Wind Below 30mph	
Thunderstorms/Lightning	No Closer than 3 Statute Miles	
UAS Airframe	No Defects Visible	
UAS Propellers	No Defects Visible	
Memory Card	Installed, Sufficient Memory Space Available	
Onboard Hard Drive	Empty <input type="checkbox"/> Not Empty <input type="checkbox"/> Remaining Space Available:	
Camera Gimbal Lock	Removed	
External Attachment	Flood Light <input type="checkbox"/> Beacon <input type="checkbox"/> Speaker <input type="checkbox"/>	
Payload	Attached Yes/No (if yes) Weight:	
Display Device	On and in Airplane Mode	
Controller Power	On	
UAS Power	On	
UAS Battery	Not Less Than 80%	
Controller Battery	Not Less Than 80%	
Display Device Battery	Not Less Than 80%	
UAS Status Lights	Flashing Green	
Camera Check	FPV-Camera View Normal	
Compass Calibration	Compass Calibrated for Current Location	
Flight Limits Set	Altitude 400 Feet AGL, Horizontal Based on Flight Area	
Return Home Altitude Set	Return Altitude Set to Clear Obstacles in Flight Area	
Take-Off Location	Clear 25ft. Radius and No Over Head Obstructions	
UAS MOTOR START CHECKLIST		
UAS Motor Start	Motors Running at Idle, No Abnormal Noise or Vibration	
Home Point	Home Point Set	
Hover Check	Hovers in Place	
Flight Controls	Up, Down, Left, Right, Rotation Left, Rotation Right	
Camera Gimbal	Camera Moves Up and Down then Holds Steady	
Flight Telemetry	Normal: Batteries, Altitude, Distance, Signal Strength	
READY FOR FLIGHT		

LANDING/POST FLIGHT CHECKLIST

ITEM	GO CONDITION	GO
Landing Location	Clear 25ft. Radius and No Over Head Obstructions	
ITEM	SHUTDOWN CONDITION	CK
UAS Power	Off	
Controller Power	Off	
Display Device Power	Off	
Camera Gimbal Lock	Installed	
Hard Drive downloaded	YES/NO, (if no, provide explanation below)	
Memory Card	Removed	

FLIGHT DETAILS	
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Flight Distance:			
Flight Time:	Start:	End:	Total flight time:
Max Altitude:			

NOTES:

[illegible]

EMERGENCY ACTION	
EMERGENCY PROCEDURE	
Alternate Landing Site 1.	
Alternate Landing Site 2.	
Lost Link Procedure:	Close Distance to UAS to Strengthen Signal Move Away from Radios, Vehicles, And Power Lines.
Fly Away:	If Needed Contact supervisor and Broadcast Fly Away Via Portable Radio
	Locate and Recover UAS
	Document Incident
FILE A CRASH REPORT WITH THE FAA WITHIN 10 DAYS IF FOLLOWING CRITERIA IS MET	
NTSB must be notified immediately at 844-373-9922	
Serious Injury Resulted:	Loss of Consciousness, Broken Bones, Sutures, Hospital Stay
Property Damage:	Greater than \$500 Not Including UAS

		Effective Date July 15 th , 2020	Number MV166
Subject Unmanned Aircraft System (UAS) (Drone)			
Reference Lexipol / Freedom from Drone Surveillance Act		Special Instructions	
Distribution ALL POLICE PERSONNEL	Review Date March 23rd, 2022	No. Pages 6	

PURPOSE:

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY:

It is the policy of the Mt. Vernon Police Department that unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

DEFINITIONS

- (a) **Unmanned Aerial System** - An unmanned aircraft or drone of any type that is capable of sustaining direct flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV), and all of the supporting or attached systems designed for gathering information through imaging, recording and any other means.
- (b) **Small Unmanned Aircraft (UA)** - AUA weighing less than 55 pounds and can be flown without the possibility of direct human intervention from within or on the aircraft. Also called a remotely piloted aircraft (RPA), remotely operated vehicle (ROV), unmanned aerial vehicle (UAV), or Drone.
- (c) **Small Unmanned Aircraft System (sUAS)** - A small UA and its associated elements that are required for the safe and efficient operation of the small UA in the National Air Space that includes the necessary equipment, network, and personnel to control a small UA.
- (d) **Visual Observer** - A person acting as a flight crew member who assists the small UA RPIC to see and avoid other air traffic or objects aloft or on the ground.
- (e) **Remote Pilot in Command** - A person who holds a remote pilot certificate with a sUAS rating and has the final authority and responsibility for the operation and safety of a sUAS operation conducted under part 107.
- (f) **FAA 14 CFR Part 107** - The federal regulations set forth by the federal aviation administration (FAA) regarding sUAS operations in the national airspace (NAS).
- (g) **Control Station (CS)** - An interface used by the RPIC to control the flight path of the small UA.
- (h) **Digital multimedia evidence (DME)** - Digital recording of images, sounds, and associate data.

I. PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

II. PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization of the program coordinator or the authorized designee.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions utilizing a operator logbook.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

III. USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted following FAA Part 107 rules and waivers.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the program coordinator or the authorized designee.

The Mt. Vernon Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To support the tactical deployment of officers and equipment in emergency situations.
- (h) To provide an aerial visual perspective to assist the department and providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.

IV. PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

V. PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.

- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

VI. TRAINING

Employees selected to be unmanned aircraft pilots will be required to complete Department approved training. The training will consist of, at a minimum:

- (a) 24 hours of training that includes flight operations and ground station operations; and,
- (b) Online training and FAA remote pilot certification (Part 107); and, (c) Flight training shall consist of the following:
 1. Pre-flight review actions
 - (a) Pre/post flight checklist
 - (b) Proper assembly of the UAS
 2. Ground control discussion
 - (a) Discuss the responsibilities of those involved in ground control and their function
 - (b) Properly brief and debrief mission plan
 3. Conduct flight
 - (a) Properly displayed command and control of the UAS in take-off, flight and landing
- (c) Private pilot license with remote pilot certification and shows proficiency with UAS operations and flight.

Pilots are required to have a minimum of three (3) take-offs and three (3) landings every 60 days. Pilots are to participate in a missioned based training bi-monthly.

VII. PROFICIENCY TRAINING

Unmanned aircraft pilots will ensure that they continue training and education to remain proficient in all aspects of flight operations.

VIII. PRE-DEPLOYMENT

Prior to deployment of the Unmanned Aircraft System for any operation, Remote Pilot in Command will complete the following:

- (a) Obtain authorization from the program coordinator or designee for operations other than training; and,
- (b) Perform a preflight inspection of the Unmanned Aircraft which includes:
 1. locations authorizing safe to fly; and,
 2. firmware is up to date for all components (exceptions to time sensitive emergencies); and,
 3. micro SD card is properly installed; and,
 4. aircraft, controller and pilot display all powered on and communicating; and,

5. compass is calibrated, (if compass errors or traveled more than 30 miles); and,
 6. motors start with no abnormal noises heard; and,
 7. check for consistent voltage on flight battery monitoring system.
- (c) Make any required notifications of the planned flight; and,
 - (d) when being utilized for a criminal investigation involving potential Fourth Amendment issues the investigating officer will notify and consult the State's Attorney's Office.

IX. FLIGHT OPERATIONS

The Remote Pilot in Command will ensure the following during flight operations:

- (a) The flight is in compliance with all applicable FAA rules and regulations under Part 107; and,
- (b) The flight is in compliance with all federal and state laws; and,
- (c) The flight is conducted safely by assessing the operating environment that must include the local weather conditions, local airspace in any flight restrictions, location of persons and property on the surface and other ground hazards. The Remote Pilot in Command (RPIC) has the ultimate authority to deploy or not deploy the Unmanned Aircraft System (UAS) once the above factors have been evaluated; and,
- (d) The Remote Pilot in Command (RPIC) will be responsible for any recordings that may violate any citizens right to privacy; and,
- (e) The Remote Pilot in Command (RPIC) will maintain the ability to track and record the flight pattern and location of the Unmanned Aircraft (UA); and,
- (f) Request for assistance from outside agencies will be directed to the Office of the Chief of Police or designee; and,
- (g) All official missions will be recorded on the airframes SD card or any storage device in conjunction with Crystalsky.

X. POST OPERATIONS

Remote Pilot in Command (RPIC) will complete the following upon completion of any flight:

- (a) Inspect batteries to ensure flight packs have no noticeable bulges or swelling; and,
- (b) Inspect propellers leading edges for cracks, chips and loose mounts; and,
- (c) Inspect motors to ensure they spin freely with no resistance from bearings; and,
- (d) Inspect the fuselage for cracks, loose fasteners, or abnormal movement; and,
- (e) Inspect moving parts to ensure they are not excessively loose or tight and are properly lubricated per OEM specifications; and,
- (f) Ensure an incident report is completed in Spillman under incident type "UAS Drone"; and,
- (g) Ensure any recorded digital multimedia evidence is downloaded and entered into evidence.

XI. MAINTENANCE, REPAIR AND DAMAGE

Most problems with the Unmanned Aircraft System can be handled by the employees that have been trained in the operation of the equipment utilizing information they received during their training. Any problems that cannot be corrected will be documented in an email citing details of the malfunction or problem and submitted to the program coordinator.

When damage occurs (or is discovered) to any component of the Unmanned Aircraft System, it will be documented in an incident report and forwarded to the chain of command to the program coordinator and Chief of Police. The report will include the extent of the damage and how it occurred.

XII. DIGITAL MULTIMEDIA RECORDINGS

For any recordings made during the deployment of the unmanned aircraft system the following procedure will be adhered to:

- (a) Upon completion of the deployment, the remote pilot in command will ensure that the digital media recording of the flight is downloaded to an electronic storage device.
- (b) The demo digital media recording will be reviewed by the program coordinator who will determine what has evidentiary value and what doesn't. Only those recordings that contain evidentiary value will be retained. Said recording will be stored on a digital device and entered into evidence.

XIII. USE FOR TRAINING

When an employee believes that a recording has value as a training aid, the employee will submit a memorandum to the program coordinator to the chain of command indicating that the recording may have some training value and the reason why. Upon approval of the Chief of Police the recording may be reproduced as a training aid.

- (a) Approval will not be granted for any recording that documents an active civil, criminal or professional responsibility investigation.
- (b) External educational recordings and/or public information recordings developed from actual footage will only be reproduced with the authorization of the Chief of Police.
- (c) With the permission of the Chief of Police, the executive command staff may periodically review or copy recordings to assess training needs, employee performance, terminal procedures, or to supplement any investigation or intelligence function of the department.

XIV. RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the department shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

XV. REPORTING

The department shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Mt. Vernon Police Department (725 ILCS 167/35).

By order of:

A handwritten signature in black ink, appearing to read "Chf [Signature] 106". The signature is stylized and cursive.

Trent Page

Chief of Police



MURPHYSBORO POLICE DEPARTMENT
202 North 11th Street Murphysboro, Illinois 62966
Tx: (618) 684-2121 Fax: (618) 684-5901 Emergency: 911



POLICY 391

UNMANNED AERIAL SYSTEM

391.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

391.2 Policy

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights, Federal Aviation Administration (FAA) regulations, A.R.S. § 13- 3729 and all MPD policies.

391.3 Privacy

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

391.4 Procedure

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- A. Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding the use of the UAS.



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- B. Ensuring all current certifications and certificates of training are provided to the Chief of Police.
- C. Evaluate any requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization from the Chief of Police, or in his absence, a shift supervisor.
- D. Obtain consultation from the Chief of Police or the Investigations Supervisor when the UAS will be utilized in criminal investigations, including documentation of time spent monitoring a subject and/or property.
- E. Contacting the Chief of Police when it is necessary to provide public notification of a UAS deployment.
- F. Monitor the use, deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- G. Documenting all missions using current department software.
- H. Maintaining UAS inspection and maintenance records to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- I. Ensuring all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements.
- J. Consulting evidence custodians to ensure retention and purge periods are maintained in accordance to Property and Evidence Policy 804.
- K. Facilitating necessary law enforcement access to images/video captured by the UAS.
- L. Recommending program enhancements, particularly regarding safety and information security.
- M. Ensuring that established policies are followed by monitoring and providing periodic reports on the program to the Chief of Police.



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391.5 USE OF UAS

- A. Only authorized pilots who have completed the required training shall be permitted to operate the UAS.
- B. Use of vision enhancement technology (e.g., thermal and other imaging equipment) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

391.6 Prohibited Use

The UAS video equipment shall not be used:

- 1. To conduct random surveillance activities.
- 2. To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- 3. To harass, intimidate or discriminate against any individual or group.
- 4. To conduct personal business of any type.

391.7 RETENTION OF UAS DATA

- A. Data collected by the UAS shall be retained for a period of three years. Additionally, the data collected shall be retained until the conclusion of any criminal case.



NAPERVILLE POLICE

GENERAL ORDER

ORDER NUMBER: 85.1

SUBJECT: SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS)

NEW: 08/30/2021

REVISED 07/18/2023

Index As:

- 85.1.1 Program Coordinator
- 85.1.2 Training Prior to Use of the UAS
- 85.1.3 Department Use of the UAS
- 85.1.4 Accident Reporting
- 85.1.5 Restrictions
- 85.1.6 Inspection and Care of the Equipment
- 85.1.7 Security and Recordings
- 85.1.8 Records Retention
- 85.1.9 Reporting
- 85.1.10 Information from Private Drones

References:

[725 ILCS 5/108-3. Grounds for a Search Warrant](#)

[725 ILCS 167/5 Drones as a First Responder Act](#)

[14 CFR 107. Drone Operation and Certification Regulations](#)

Purpose:

The purpose of this policy is to establish guidelines under which a small unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

Policy:

It is the policy of the Naperville Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

Definitions:

Drone – Any aerial vehicle that does not carry a human operator.

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Program Coordinator – A licensed FAA sUAS pilot appointed by the sUAS Commander who is responsible for management of the department's small unmanned aircraft program.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

ORDER:

85.1.1 Program Coordinator

- A. The commander assigned to the sUAS program appoints a program coordinator who is responsible for the management of the department's small unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:
1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
 2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
 3. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
 4. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
 5. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
 6. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
 7. Develop sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
 8. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 9. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules
 10. Facilitate law enforcement access to images and data captured by the sUAS.
 11. Recommend program enhancements, especially regarding safety and information security.
 12. Ensure established protocols are followed by monitoring and providing quarterly program reports to the commander responsible for the program.
 13. Conduct a documented annual audit of the program and flight documentation.
 14. Coordinate and implement a regular training curriculum to maintain proficiencies and stay apprised of current trends.

85.1.2 Training and Performance Evaluation of the sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training, a "check ride" or practical examination from the Program Coordinator, or designee, to obtain an understanding on how to use the sUAS and the procedures outlined in this policy. Pilots must also complete a written examination with a passing score of 70% or higher.
- B. Annually, assigned officers will undergo a performance evaluation on the equipment to ensure continued effective use, operation of the equipment and knowledge of changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment. Failure to improve substandard performance could result in the removal from the team.

- C. UAS personnel shall train once a month as a team. Additional training is recommended to maintain proficiency.

85.1.3 Department Use of UAS

- 1) The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- 2) Pursuant to [725 ILCS 167/15](#), the sUAS may not be used to gather information, except during the following type of situations:
 - a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b) Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the Chief of Police or designee must report its use, in writing, to the applicable State's Attorney's Office, see Attachment B, State's Attorney Notification of Drone Use form.
 - d) If the Naperville Police Department is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise safely be reached.
 - e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 - f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use was issued.
 - g) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Operating a drone under this paragraph, this department shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
 - h) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 - i) In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (i), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act 50 ILCS 750.
 - j) If a law enforcement agency is using a drone at a routed event or special event. The use of a drone under this paragraph (10) requires that:
 - i) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;

- ii) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
- iii) the drone is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph (j), a law enforcement agency may use the drone:
 - (1) in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - (2) during the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - (a) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - (b) to evaluate crowd size and density;
 - (c) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - (d) to assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - (e) to assess the traffic and pedestrian flow around the event in real time.
- 3) Requests to deploy the sUAS flight shall be made to the program coordinator who will confer with the commander as to the status of the proposed flight. The Chief of Police or designee must also be notified on any sUAS deployment.
- 4) Whenever possible, if the sUAS will be flying within close proximity to an airport or hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective airport management or hospital's security office.
- 5) When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
- 6) At the conclusion of each deployment, the recordings shall be securely downloaded, and proper evidence procedures shall be followed. Unless the deployment was at a special event or routed event, in which case the recordings shall be deleted within 24 hours of the conclusion of the event.
- 7) All uses of the sUAS will be documented on a form or database. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

85.1.4 Accident Reporting

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The remote pilot in command is required to immediately notify a supervisor on any accident involving the sUAS. The supervisor and/or program coordinator will determine the appropriate reporting requirements pursuant to statute, FAA rules, or Naperville Police Department internal procedures.
- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

85.1.5 Restrictions

- A. The sUAS will not be used to:
 - 1. Conduct random surveillance activities or for information gathering, unless a search warrant has been issued
 - 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - 3. Harass, intimidate or discriminate against any individual or group.
 - 4. Conduct personal business of any type.
 - 5. Any situation outside what is specified in Section 85.1.3.
- B. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 1. Conduct a pre-flight check to ensure safe operation of the sUAS.
 - 2. Keep the sUAS in visual line of sight, except when tactical beyond visual line of sight operations (BVLOS) applies in accordance with the City of Naperville's FAA authorized Certificate of Waiver or Authorization (COA).
 - 3. Fly during daylight hours or at night per requirements defined in 14 CFR 107.29.
 - 4. Fly at or below 400 feet above ground level or up to 400 feet above a structure.
 - 5. Fly at or below 100 mph.
 - 6. Yield right of way to manned aircraft.
 - 7. Must not fly over people, unless the operation meets the requirements defined in 14 CFR 107.39 & 107.105.
 - 8. Must not fly over moving vehicles, unless the operation meets the requirements defined in 14 CFR 107.145.
 - 9. During an emergency situation, deviations from policy are permitted.
- C. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.
- E. Use of facial recognition. The Naperville Police Department while operating a drone, is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Moreover, this department is prohibited from using any information gathered by a drone with any facial recognition software, unless either
 - 1. the department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or
 - 2. the department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence
- F. Use of weapons. The Naperville Police Department is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

85.1.6 Inspection and Care of Equipment

- A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

B. Prior to use, assigned officers shall:

1. Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight-worthy condition.

85.1.7 Security of Recordings

- A. Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.
- B. All recordings are considered investigative property of the Naperville Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
- D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- E. Pursuant to [725 ILCS 167/25](#), the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

85.1.8 Records Retention

- A. If the Naperville Police Department, or designee, uses a drone under 725 ILCS 167/15, they shall destroy all information gathered by the drone within the following timeframes:
 1. All information gathered pursuant to paragraph (a), (b), (c), (d), (e), (f), or (h) of Section 85.1.3 shall be destroyed within 30 days after being gathered;
 2. All information gathered pursuant to paragraph (j) of Section 85.1.3 shall be destroyed within 24 hours after being gathered;
 3. All information gathered pursuant to paragraph (g) of Section 85.1.3 shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- B. Notwithstanding subsection (A), except that a supervisor may retain particular information if:
 1. there is reasonable suspicion that the information contains evidence of criminal activity;
 2. the information is relevant to an ongoing investigation or pending criminal trial;
 3. a supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 4. the information consists of only flight path data, metadata, or telemetry information of the drone.

85.1.9 Reporting

- A. Annually, by April 1, the UAS Commander, or designee, shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, the number of times a drone was used pursuant to each paragraph of Section 85.1.3, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

- B. This department shall implement and make available its policy, General Order 85.1, on the city's website governing the operation, use, administration, and oversight of its drone program.
- C. Drone use in any application other than training requires the remote pilot in command to complete a report detailing the conditions of flight as spelled out in Attachment A, UAS Flight Report along with circumstances specific to the event.

85.1.10 Information from Private Drones

- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section 85.1.3.
- B. Private parties may voluntarily submit information acquired by the privately-owned drone to the police department.
- C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

Chapter 19

UNMANNED AERIAL SYSTEMS

19-1. Purpose. To provide policy, guidance, and direction for the allowance of Unmanned Aerial Vehicles/Systems (UAV/UAS) onboard Naval Station Great Lakes (NSGL).

19-2. Scope

a. The increased use of commercial and private UAS in the U.S. and failure by some UAS operators to comply with Title 14 Code of Federal Regulations (CFR) have raised concerns for the DoD at large. This growth of UAS use, particularly small UAS airframes, creates challenges for installation security forces and law enforcement agencies in the ability to enforce regulations.

b. UAS operators who do not have proper authorization and purposely violate SSIs, covered under Title 14 CFR and violate restricted airspace pursuant to United States Code, Title 49, risk facing administrative action, civil penalties and revocation of FAA certificates or authorizations from conducting future UAS flight operations.

c. Particular concern regarding the growing trend of UAS operators not following Federal regulations/statutes, may linger over and onto military installations for potential surreptitious surveillance activities or other mischievous criminal activities.

19-3. Applicability. This chapter applies to NSGL and tenant commands, and is applicable to Service Members (active duty, reserves and retirees); Department of Defense (DoD), Department of the Navy and Federal civilian employees; contract personnel; DoD family members; visitors & guests; and foreign national personnel.

19-4. Definition. See Appendix D for UAS definition.

19-5. Policy

a. In the absence of established methods to positively identify the difference between friendly and hostile UAS activity, all private use of UAS airframes onboard installations within the NSGL area of responsibility is prohibited. This prohibition includes all off-installation (i.e. outside the installation perimeter) properties under the operational management and/or control of NSGL (e.g. housing areas, parks and recreation facilities etc.).

Enclosure (1)

9-1

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Controlled by: NAVSTA GREAT LAKES (N34)

CUI Category: PRVCY

Distribution/Dissemination Control: FED

POC: NAVSTA GREAT LAKES (N34) (847)688-5555

b. Only the installation commanding officer (ICO) may authorize UAS operation on/over the installation and its properties, on a case-by-case basis. This authority may not be delegated.

c. Approval to allow the use of public/commercial UAS onboard NSGL will be forwarded to CNRMA (N3).

19-6. Actions

a. Commands/individuals wishing to request the use of a UAS shall submit an official request in writing using the sample provided in Figure 19-1. Requests from tenant commands must be signed by the ICO. Requests shall be submitted at least 30 working days prior to UAS flights. UAS flights may not occur until written approval is received.

b. Installation Naval Security Force (NSF)

(1) Implement pre-planned response (PPR) specific to UAS airframes.

(2) Review all UAS use requests and prepare First Endorsement letter (Figure 2). Maintain a logbook (official legal record) of each authorized UAS operation aboard the installation and properties. The logbook shall contain the information listed in COMNAVREG MIDLANT NORFOLK VA 011720Z Jun 16, to include digital photographs of the UAS.

(3) Provide copy of UAS flight operations approval letter to:

(a) The installation command duty officer (CDO) for situational awareness and tracking on the CDO turnover report.

(b) Department of the Navy Representative (ASW-930) FAA Central Service Area for situational awareness.

c. Installation CDO

(1) Record on the CDO turnover report and maintain situational awareness of all approved UAS flight operations.

(2) Notify NSGL triad, Fire & Emergency Service, Naval Security Force, Regional Dispatch Center (RDC) (via C4I), ASW-930, FAA Operations Center, N-codes and agencies of authorized UAS flight operations no earlier than two hours, or no later than one hour

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prior to flight time and again at the conclusion of the flight operation. Information provided will include time/duration, location and command conducting the UAS flight operation.

d. Installation Antiterrorism Officer: In conjunction with NCIS shall engage/partner with local law enforcement and local FAA offices to synchronize NSGL's PPR with that of law enforcement.

e. Public Affairs Office: Conduct, at a minimum, an annual public affairs campaign, (in partnership with NSF) to articulate and highlight this policy and persistent issues with and concerns over UAS and UA's use impacting installation operations and U.S. controlled airspace.

f. Family Housing: Coordinate and ensure this policy is given to all public private venture housing residents upon signing housing lease agreement and those currently in residence at the time of this issuance.

19-7. Reporting Suspicious UAS Incidents. Any person that observes any suspicious and/or unauthorized UAS operations shall immediately contact the Regional Dispatch Center at (757) 322-2609/3096 and FAA Operations Center at (425) 227-1999 and provide type of device/UAS, registration # (if applicable), event/incident location along with the specific date, time.

19-8. FAA Notification

a. The FAA requires an immediate voice notification of any UA or UAS engagement (kinetic or non-kinetic) by DoD entities (NSGL NSF) within U.S. Territory or U.S. controlled airspace to the Air Traffic Security Coordinator (ATSC) for safety of flight reasons.

b. The engagement of a UA or UAS within U.S. Territory by any Navy installation, facility, or unit (afloat or ashore), whether imminent, ongoing, or completed, requires an immediate FAA voice notification via the ATSC at commercial 202-267-2287. Units performing required FAA voice notifications must include details of the FAA voice notification in the message being reported.

19-9. Reporting Guidance

a. Commanding officers should evaluate each UA or UAS incident to determine if higher level reporting is warranted (i.e. OPREP-3).

b. UA or UAS incidents meeting OPREP-3 NAVY BLUE or higher thresholds meet Joint Staff CCIR requirements and must be reported to the National Military Command Center (NMCC) Joint Operations and Intelligence Center within one hour.

c. Once the OPREP-3 reporting process is initiated at a specific level (i.e., PINNACLE, NAVY BLUE, etc.), the reporting command shall complete the reporting process at that level, regardless of whether a later determination would put the incident in a lower reporting category.

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- d. UA or UAS incidents requiring reports fall into one of three categories (Table 1).

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Table 1 UA/UAS INCIDENT CATEGORIES FOR OFFICIAL USE ONLY	
Category	Threshold
OPREP-3 PINNACLE (Sent at the discretion of the CO for incidents meeting PINNACLE threshold.)	<ul style="list-style-type: none"> The detection, sighting, or engagement of a UA at a covered facility by itself, does not meet the Pinnacle threshold.
(FOUO) OPREP-3 NAVY BLUE (UA/UAS incidents meeting the above thresholds must be reported to the NMCC.)	<ul style="list-style-type: none"> Any confirmed UA or UAS sighting or detection over or adjacent to a covered facility or asset regardless of mission activity at the time of sighting; Any incident where measures were taken, either kinetic or non-kinetic, to disrupt, destroy, or disable, a UA or UAS threat at either a covered or non-covered facility or asset; Any UA or UAS incident where there is a mission impact (covered or non-covered facility or asset), regardless of whether mitigation measures were taken; Any UA or UAS incident the unit, installation, or mission commander deems necessary to inform the NMCC; Any UA or UAS incident that may generate significant press interest or the involvement of local law enforcement or other outside-the-installation entities.
OPREP-3 NAVY UNIT SITREP	<ul style="list-style-type: none"> Any confirmed UA or UAS sighting or detection over or adjacent to a non-covered facility or asset, regardless of mission activity at the time of sighting, where there was no mission impact; All other UA or UAS events.

e. (CUI) The current OPREP-3 reporting criteria does not specifically address UA and UAS incidents, other than as direct surveillance incidents. Until a change is released, initial message reporting (OPREP-3 PINNACLE, NAVY BLUE, or NAVY UNIT SITREP) shall include the paragraphs (in bold) shown in Figure 3 (sample reporting message). Every line must be answered; answer “N/A” or “UNKNOWN.”

f. To eliminate duplicate monthly reporting, U.S. Fleet Forces Command shall submit the consolidated monthly UAS incident reports for the entirety of its AOR.

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[Letterhead Stationary]

5530

Ser No. (optional)

[date]

From: [Requesting Command]

To: Commanding Officer, Naval Station Great Lakes

Via: Security Officer, Naval Station Great Lakes

Subj: REQUEST USE OF UNMANNED AERIAL SYSTEM

Ref: (a) NSGL M-5530.1B

Encl: (1) Picture of Unmanned Aerial System

1. Per reference (a), chapter 19, request use of an unmanned aerial system (UAS) for [state reason for UAS operation] on [date] from [time period] on and above [location]. Enclosure (1) provides pictures of actual UAS being used (top, bottom and side views and operator console).

2. The following information is provided

Operator's Rank/Rate Full Name:

Operator's DoD ID Number:

UAS Make and model:

UAS Serial Number:

UAS FAA Registration:

3. POC: _____, phone number (XXX) xxx-xxxx, email _____@_____._____.

[signature line]

Figure 1

Enclosure (1)

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5530
[date]

FIRST ENDORSEMENT on [requesting command]

From: Security Officer, Naval Station Great Lakes

To: Commanding Officer, Naval Station Great Lakes

Subj: REQUEST USE OF UNMANNED AERIAL SYSTEM

1. Per reference (a), the UAS meets/does not meet all requirements necessary to operate a UAS onboard NSGL. Therefore, I recommend/not recommend approval to conduct UAS operations as requested.

[Signature block]

Ser N34
[date]

From: Commanding Officer, Naval Station Great Lakes

To: [Requesting Command]

☐ APPROVED

☐ DISAPPROVED

[Signature block]

Figure 2

Enclosure (1)

-----SAMPLE REPORTING MESSAGE-----

FM NAVSTA GREAT LAKES IL (OR UNIT YYYY OR FACILITY ZZZZZ)

TO [per reference (a) requirements]

INFO [per reference (a) requirements, ensure the below commands are informed]

CNO WASHINGTON DC

COMUSFLTFORCOM NORFOLK VA/N3/N5/BWC/N41/N042

CNIC WASHINGTON DC

CHINFO WASHINGTON DC/00/

NAVCRRIMINVSERV QUANTICO VA

ONI WASHINGTON DC

HQ USNORTHCOM/J3/

DIRSSP WASHINGTON DC (FOR SWFPAC OR SWFLANT OVERFLIGHT ONLY)

(APPLICABLE FLEET OR TASK FORCE COMMANDER)

(APPLICABLE TYPE COMMANDER)

(APPLICABLE COMNAVREG)

UNCLAS

SECINFO/U/-/

MSGID/OPREP-3NB, USMTF,2008/NAVSTA XXXXXXXX/MMM/

REF/A/MSGID: GENADMIN/CNO WASHINGTON DC/DDHHMMZ MMM 18/

AMPN/REF A IS NAVY-WIDE OPERATIONAL NOTIFICATION AND REPORTING OF UNMANNED AIRCRAFT (UA) AND UNMANNED AIRCRAFT SYSTEM (UAS) INCIDENTS BY NAVY INSTALLATIONS, FACILITIES, AND UNITS/

POC/NAME/RANK/GRADE/UNIT/TEL/EMAIL/FLAGWORD/NAVY BLUE/-/TIMELOC/211903ZJUN18/LOC OF INCIDENT/INIT/

GENTEXT/INCIDENT UA OR UAS OVERFLIGHT/

1. **Installation/Location/Contact/Mission:** NAVSTA Great Lakes, Great Lakes IL, CDO 847-340-0459, Recruit Training, A/C School mission support
2. **Time/date detection and method:**
 - a. **Initial:** 21JUN2018/1742Z, visual
 - b. **Final:** 21JUN2018/1803Z, visual
 - c. **Photos of UA/UAS:** YES/NO
3. **Countermeasures employed:** YES/NO
4. **FAA notifications:** 21JUN2018/1753Z, John Jones
5. **C-UAS equipment employed:** Drone Defender (RF), buzzer on 21JUN2108/1749Z, buzzer off 21JUN2108/1759Z
 - a. **Jamming azimuth:** 275 degrees
 - b. **EA equipment Lat/Long:** XX.XXN XX.XXW
 - c. **Center frequency/bandwidth:** 2400MHz/100MHz
 - d. **Elevation angle:** 20 degrees
 - e. **Transmitter height:** 6 ft AGL
6. **UAS incident details:**
 - a. **Impact to mission:** No impact
 - b. **EA assessment:** Effective. UA flew in direction of origin during engagement prior to crashing.
 - c. **Confirmed collateral EA effects:** YES[Explain]/NO
 - d. **Local law enforcement and NCIS notified:** YES/NO
 - e. **UA confiscated:** YES[Who and where being kept]/NO
 - f. **Operator location:** UNKNOWN
 - g. **Media interest:** None anticipated
 - h. **Brief narrative:** UA with camera/video devise, entered installation airspace from the east over Lake Michigan, hovered over harbor then proceeded northwest hovered over installation headquarters (Bldg1), likely taking pictures/video. NSF engaged with Drone Defender via RF. UA lost control during engagement, crashed on Ross Field and rendered safe by NSF. FAA informed of jamming start/end times base CDO.//

BT

CLASSIFICATION: CUI

Figure 3

Enclosure (1)

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CUI

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

NORMAL POLICE DEPARTMENT TRAINING BULLETIN



Issue Date: June 12, 2023

TB2305

Review Date: June 21, 2023

Next Review Date: June 1, 2024

DRONE

PURPOSE: This training bulletin establishes guidelines under which a small unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY: It is the policy of the Normal Police Department to ensure authorized Department members are trained on the use of small unmanned aircraft systems, hereinafter referred to as a drone, to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the drone shall be in strict compliance to relevant statutes, the Illinois Drones as First Responders Act (PA 103-0101), the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/), privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

DEFINITIONS

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the drone.

Parade: A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Routed Event: A parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Small Unmanned Aircraft System (sUAS): A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft. Also known as, and referred to in this order as, a drone.

Special Event: A concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Visual Observer: The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

TRAINING

- A. Prior to authorization to operate a drone, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the drone and the procedures outlined in this policy.
- B. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or Department policy.
- C. Additional training may be provided at periodic intervals for officers displaying a substandard performance in the use of drone equipment.
- D. Annually, by April 1, the Department shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the Department (735 ILCS 167/35)

USE OF THE DRONE

- A. The Department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the drone, and ensure these documents are current.
 - 1. Authorized remote pilots in command must have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and Department approved training in the operation, applicable laws, policies, and procedures regarding use of the drone.
 - 2. Authorized remote pilots in command must have a valid Part 107 license from the FAA.
- B. Pursuant to 725 ILCS 167/15, the drone may not be used to gather information, except during the following types of situations: (43.1.4)
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The

warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the drone under this paragraph is limited to a period of 48 hours. Within 24 hours of the drone initiation under this paragraph, the Chief of Police or designee must report its use, in writing, to the State's Attorney.
4. To locate a missing person while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time- limited manner. Use of the drone under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Department members shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. The Department's Public Safety Answering Point (PSAP) is Metcom.
10. If the Department is using a drone at a routed event or special event. The use of a drone under this section requires that:
 - a. Notice is posted at the event location for at least twenty-four (24) hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and

- c. The drone is flown in accordance with Federal Aviation Administration safety regulations.
11. Under Section B.10 above, the Department may use the drone:
- a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - 1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - 2. To evaluate crowd size and density;
 - 3. To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - 4. To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - 5. To assess the traffic and pedestrian flow around the event in real time.

ACCIDENT REPORTING

- A. The FAA requires notification of certain drone accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
- 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the drone, unless one of the following conditions is satisfied:
 - (a) the cost of repair including materials and labor does not exceed \$500.00, or
 - (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The remote pilot in command is required to initiate a police report for any accident involving the drone. The police report shall include the following information:
- 1. Name and contact information for operators and witnesses.
 - 2. Type of operation.
 - 3. Type of device and registration number/certificate.

4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

RESTRICTIONS

- A. The drone shall not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Any situation outside what is considered an authorized Department use as outlined in this policy.
- B. Use of Facial Recognition:
- Department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:
1. The Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 2. The Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
- C. Use of Weapons:
- Department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)
- D. Drone deployments by the Department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the drone in condition for safe operation.
 2. Keep the drone in visual line of sight.

3. Fly during day or twilight hours.
 4. Fly at or below 400 feet above ground level.
 5. Fly at or below 100 mph.
 6. Yield right of way to manned aircraft.
 7. Must not fly over people.
 8. Must not fly from a moving vehicle, except in rural areas.
 9. During an emergency situation, deviations from policy are permitted.
- E. The Department may pursue a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the drone operation can be safely conducted under the terms of the certificate waiver.

EQUIPEMENT INSPECTION AND CARE

- A. The drone and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the drone equipment. Malfunctions shall be brought to the attention of a Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures. (17.5.2)

SECURITY AND RETENTION OF RECORDINGS

- A. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
- B. All recordings are considered investigative property of the Normal Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization.
- D. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- E. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- F. Pursuant to 725 ILCS 167/20(a), the Department shall destroy all information gathered by the drone within the following timeframes:

1. Destruction within thirty (30) days after being gathered pursuant to:
 - a. 725 ILCS 167/15(1) (terrorist attack);
 - b. 725 ILCS 167/15(2) (search warrant);
 - c. 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence);
 - d. 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - e. 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - f. 725 ILCS 167/15(6) (disaster or public health emergency); or
 - g. 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response).
 2. Destruction within twenty-four (24) hours after being gathered pursuant to:
 - a. 725 ILCS 167/15(10) (routed event or special event).
 3. All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- F. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section E above, a Department supervisor may retain particular information if:
1. There is reasonable suspicion that the information contains evidence of criminal activity; ~~or~~
 2. The information is relevant to an ongoing investigation or pending criminal trial;
 3. The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 4. The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))
- G. Information Disclosure:
1. Pursuant to 725 ILCS 167/25, the Department shall not disclose any information gathered by the drone, except a Department supervisor may disclose particular information to another governmental agency if there is reasonable

suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
 3. The Department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
 4. Nothing in the Illinois Drones as First Responders Act (PA 103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
- H. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to use of the drone, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.
- I. The retention of recordings which are exempt from the statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

ASSISTANCE TO OTHER AGENCIES

- A. The drone equipment shall not be loaned to other agencies. Requests by other agencies for drone assistance require that a department assigned operator respond with the equipment and operate it.

POLICY REQUIREMENTS AND VIOLATIONS

- A. The Illinois Drones as First Responders Act (PA 103-0101) requires the Department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the Department learns of violations of the Act, the Department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the Department learns of willful and wanton violations of the Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))


Chief Stephen Petrilli Jr, Chief of Police

Normal Police Department

[illegible]

Notification of Drone Deployment

Attention: _____ County State's Attorney's Office
(Name of County)

Date: _____

The following is a notification from the Normal Police Department on behalf of Chief Stephen Petrilli Jr., pursuant to the Illinois Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency: If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

Below are the details of a recent drone deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: _____

Time of Deployment: _____

Length of Deployment: _____

of Drones Deployed: _____

Location of Deployment: _____

Purpose (Circle One):

Prevent Imminent Harm of Life

Forestall the Imminent Escape of a Suspect

Prevent Destruction of Evidence

Video Footage Recorded: Yes No

Is Video Footage Being Kept as Evidence: Yes No

Was Drone Video Footage Obtained From a Private Third Party: Yes No By: _____

NPD Report #: _____

Title of Report: _____

Charges Authorized (Indicate if Misdemeanor/Felony): _____

NPD Drone Pilots Who Conducted the Deployment: _____

Supervisor Authorizing the Deployment: _____

Summary of Reasonable Suspicion (Attach Additional Pages if Necessary): _____

Date/Time This Notification Was Faxed/Emailed to the S.A.O.: _____

Person Submitting This Notification to the S.A.O.: _____

Chief of Police or Designee Signature: _____

Page _____ of _____

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

Village of North Aurora Police Department

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Unmanned Aerial System (UAS) Operations

The Village of North Aurora Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

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Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Village of North Aurora Police Department (725 ILCS 167/35).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.2 POLICY

Should the Northbrook Police Department choose to utilize Aerial Systems to enhance law enforcement operations, it will do so while exercising the utmost care to preserve the privacy and civil liberties of the public and adhere to Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The UAS shall not record or transmit images that could not be lawfully viewed or obtained by law enforcement officers in a helicopter or airplane, or that would be used in violation of established privacy laws specific to law enforcement use of manned aircraft. Among further restrictions that may apply and absent an emergency, no UAS shall transmit or record images of any area where a person would have a reasonable privacy interest (e.g., residence, yard, enclosure area) in a manner that would exceed the capacity of unassisted human vision at a distance of at least 400 feet.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the overall management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and current practices. Additional responsibilities include:

- Ensuring that required certificates of operation are kept current.
- Ensuring that all authorized operators have completed current department-approved training in UAS operation, applicable laws and policies.
- Facilitating law enforcement access to images and data captured by the UAS.
- Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- Recommending enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Chief of Police.
- Within 30 days of UAS use, destroying all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal

Northbrook Police Department

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Unmanned Aerial System (UAS) Operations

activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

- Prohibiting the disclosure of information gathered by the UAS, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Northbrook Police Department (725 ILCS 167/35).

606.5 USE OF UAS

The UAS must be operated within the guidelines of the certificate of authorization issued to this department by the FAA. Only authorized operators who have completed the required training in the use and application of the UAS shall be permitted to operate the system.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The Northbrook Police Department may not use the UAS to gather information except (725 ILCS 167/15)

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.

606.6 DRONES AS FIRST RESPONDER ACT

The Northbrook Police Department shall adhere to all current state laws including 2023 IL H.B. 3902 -Drones as First Responder Act.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

NORTHLAKE POLICE DEPARTMENT

GENERAL ORDER: 12-10

	Effective Date:	Review Date:
	February 2, 2023	Annually
SUBJECT:	ISSUED BY:	
UNMANNED ARIEL SYSTEMS (UAS)	Ken Beres, Chief of Police	
Distribution:	Amended:	
ALL PERSONNEL	October 20, 2023	

I. PURPOSE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

I. POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

II. DEFINITIONS

Unmanned Aerial System (UAS) - A small unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all supporting or attached systems designed for gathering information through imaging, recording or any other means.

III. PROCEDURES

A. PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can

include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

B. PROGRAM COORDINATOR

1. The Chief of Police will appoint a Program Coordinator who will be responsible for the management of the UAS program. The Program Coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:
 - a. Coordinate the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
 - b. Ensure that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
 - c. Maintain a uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
 - d. Maintain protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
 - e. Ensure a system for public notification of UAS deployment is followed.
 - f. Ensure the operational protocol is followed governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
 - g. Maintain a protocol to fully document all missions
 - h. Maintain a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
 - i. Maintain protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 - j. Maintain protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
 - k. Facilitate law enforcement access to images and data captured by the UAS.

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- l. Provide recommendations for program enhancements, especially regarding safety and information security.
- m. Ensure that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

C. USE OF UAS

1. Only Northlake Police personnel who are authorized operators and have completed the required training shall be permitted to operate the department's UAS.
2. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.
3. UAS operations are permitted during low light and nighttime operations with the use of a visual observer. An exception may be made to having a visual observer, but only under exigent circumstances.
4. While operating in low light or nighttime missions, caution should be made to operate the UAS outside of any bright or oscillating lights, allowing the observer and pilot an unobstructed view of the area to be flown.
5. Prior to UAS flight operations, an assessment of the area to be flown shall be conducted prior to flight.
6. The UAS, images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.
7. The Northlake Police Department may not use the UAS to gather information except as permitted by Illinois law (725 ILCS 167/15):
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.

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Amended: October 20, 2023

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- d. To locate a missing person while not also undertaking a criminal investigation.
- e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- f. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

8. Privately or Owned UAS

This policy and its restrictions apply to any Department directed use of a privately owned UAS. Any information gathered by a UAS and voluntarily submitted to the Department by a private party shall comply with Illinois law (725 ILCS 167/40).

- 9. Pilots are authorized to assist outside agencies with the utilization of the department's UAS at the discretion of the on-duty supervisor. Assistance depends on the availability of a pilot and shift staffing. Any assistance needs to follow Northlake Police Department Policy and is subject to the reporting requirements outlined in section F. Command Staff will be notified anytime a Pilot assists an outside agency with the UAS.

D. PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- 1. To conduct random surveillance activities.
- 2. To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- 3. To harass, intimidate, or discriminate against any individual or group.
- 4. To conduct personal business of any type.
- 5. The UAS shall not be weaponized.

E. RETENTION AND DISCLOSURE OF UAS INFORMATION

- 1. Within 90 days of UAS use, the Program Coordinator or authorized designee shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

2. The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

F. REPORTING

In compliance with the Drones as First Responders Act [Public Act 103-0101] The Program Coordinator or authorized designee shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the following information:

1. The number of drones owned by the Northlake Police Department.
2. The number of times a drone was used including:
 - a. The date of use.
 - b. The time of use.
 - c. The reason for use.
 - d. The location of use.
 - e. Whether the video was recorded and, whether the video is designated for retention or training purposes.
 - f. A copy of the agency's latest policy concerning drones as of April 1 of 2023.
3. The UAS pilots will notify the program coordinator any time a UAS is deployed in the field. The program coordinator will maintain a list of field deployments so the data can be submitted to the Illinois Criminal Justice Information Authority in a timely manner.



Ken Beres
Chief of Police



GENERAL ORDER OAK BROOK POLICE DEPARTMENT

OPR-358 Unmanned Aerial Systems (UAS)

358.1 Policy

This policy aims to establish guidelines under which unmanned aerial systems (UAS) may be used and the storage and handling of images and data captured by such methods.

358.2 Purpose

Unmanned aerial systems may enhance the department's mission of protecting life and property when other means and resources are unavailable or are less effective. Any use of a UAS will comply with constitutional rights, Federal Aviation Administration (FAA) regulations, and the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/1).

358.3 Program Coordinator

The Chief of Police or their designee will appoint a program coordinator responsible for managing the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

1. Coordinating and obtaining any necessary FAA Certificate of Waiver or Authorization, and ensuring that all remote Pilot in command operators have a current FAA Remote Pilot Certificate (Part 107) and have completed any required Department-approved training in the operation, laws, and policies of a UAS.
2. Register all UASs with the FAA and maintain UAS inspection and maintenance records, ensuring continuous airworthiness of each UAS.
3. Develop an operational protocol for the deployment and operation of the UAS.
4. Implementing a system for public notification of UAS deployment (if applicable) and notifying the DuPage County States Attorney's Office when a UAS deployment occurs under the Illinois Freedom from Drone Surveillance Act.
5. Developing a protocol for comprehensively documenting all missions.
6. Developing protocols to ensure that all data obtained or used as evidence is accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence and follows applicable laws.
7. Conduct an annual audit of UAS operations or as required by the Chief of Police.

358.4 UAS Operations

1. Only operators authorized through a COA, who possess a current FAA remote pilot certificate, or who are under the direct supervision of Part 107 certified remote pilot shall be permitted to operate the UAS.
 - a. Operating a drone exclusively within a residence or other structure is exempt from this requirement as the FAA does not regulate indoor space.
2. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order.
3. UAS operations may be conducted during daylight or nighttime hours following FAA rules. The UAS should not be flown over people without a waiver or as authorized by FAA rules.
4. The UAS, or images and data produced by its use, shall not be used for personal business.
5. Any use of the UAS that is not explicitly related to the operation or mission of this Department shall require the express authorization of the Chief of Police or the authorized designee.
6. UAS may not be used to gather information except (725 ILCS 167/15):
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates a threat.
 - b. Under a search warrant based on probable cause. The warrant must be limited to 45 days, renewable by a judge upon showing good reason for subsequent periods of 45 days.
 - c. Upon a reasonable suspicion under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - d. To locate a missing person while not also undertaking a criminal investigation.
 - e. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Using the UAS under this paragraph on private property requires a search warrant or lawful consent.
 - f. To obtain information necessary for determining whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey the damage, or to coordinate response and recovery efforts.

7. UAS may be deployed for training by department personnel possessing or under the supervision of Part 107 licensed remote pilot in command, provided no information is gathered following 725 ILCS 167/1.

358.5 Remote Pilot In Command

The remote Pilot in command is the assigned, licensed Pilot present on the scene. Remote pilots shall be chosen by the Chief of Police or their designee. Listed below are the following responsibilities of the remote Pilot in command:

1. The decision of whether safe conditions exist to deploy the UAS lies solely with the designated Remote Pilot in Command, who shall consider the following conditions before conducting a mission:
 - a. Airspace and weather conditions
 - b. Condition of Remote Pilot in Command
 - c. Condition of UAS and Associated Equipment
 - d. Before the operation and use of any UAS, the Remote Pilot in Command shall inspect the UAS and its associated equipment for any conditions which would adversely affect the safe operation of the UAS.
 - e. Suppose during a flight mission, the Remote Pilot in Command experiences any problematic condition with the UAS, its associated equipment, or other outside factors. In that case, the Remote Pilot in Command will safely land the UAS to assess and remedy the problem before continued use.
 - f. Suppose at any time during a flight mission, the Remote Pilot in Command believes that the situation or conditions dictate that the mission is no longer safe or feasible. In that case, the Remote Pilot in Command shall safely land the UAS and cease all UAS operations.
 - g. Upon completing any flight mission, any reporting documentation and associated paperwork shall be completed and submitted to the Program Coordinator or Supervisor assigned to the UAS program.

358.6 Information Handling

Under 725 ILCS 167/20, all data and information captured through the use of a UAS (including any information obtained from or provided by a private UAS) will be destroyed within 30 days by the Program Coordinator except when there is reasonable suspicion

The information contains evidence of criminal activity or is relevant to an ongoing investigation or pending criminal trial.

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

358.7 Reporting

The Chief of Police or the authorized designee shall:

1. Make a report to the Illinois Criminal Justice Information Authority detailing the number of UASs owned by the Oak Brook Police Department by April 1st of each year (725 ILCS 167/35).
2. Within 24 hrs. of UAS initiation, notify the appropriate State's Attorney's Office of any uses requiring such notification, as required by the Illinois Freedom from Drone Surveillance Act.

The Remote Pilot in command shall:

1. Within ten (10) days, notify the FAA (<https://uas-support.faa.gov/s/>) of an accident in the following situations:
 - a. Serious Injury to any person or loss of consciousness
 - b. Damage to any property, other than the UAS, unless one of the following conditions is satisfied (a) the cost of repair, including materials and labor, does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. Immediately notify the program coordinator of any damage to the UAS, related equipment, or another person's property.
3. Before the end of their shift, complete a report documenting the use of the UAS and a follow-up police report when drone photographs or video are retained as evidence or as directed by a supervisor.

358.8 Issuing Authority

This General Order will supersede any directives or understandings in conflict.

By order of:



Brian Strockis, Chief of Police

Revisions		
02-28-2023	All	New



Oak Brook Police Department

Unmanned Aerial Systems (UAS) Notification Form



Attention: Choose an item. County State's Attorney's Office

Date: Enter Date

The following is a notification from the Oak Brook Police Department on behalf of Chief Brian Strockis under the Illinois Drone Surveillance Act, specifically 725 ILCS 167 /15(3), which states the act does not prohibit the use of a drone by a law enforcement agency, "If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. Using a drone under paragraph (3) is limited to 48 hours. Within 24 hours of the initiation of the use of the drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney."

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: Click or tap to enter a date. **Time of Deployment:** Click or tap here to enter text.

Length of Deployment: Click or tap here to enter text. **# of drones deployed:** Click or tap here to enter text.

Location of deployment: Click or tap here to enter text.

Purpose:

☐ Prevent harm to life ☐ Forestall escape of a suspect ☐ Prevent destruction of evidence ☐ Warrant

Video footage recorded (yes/no): Choose an item. **Is the video being kept as evidence (yes/no):** Choose an item.

OBPC# Click or tap here to enter text. **Title of Report:** Click or tap here to enter text.

Charges authorized (indicate if Misd. or Felony): Click or tap here to enter text.

Drone pilots who conducted the deployment: Click or tap here to enter text.

Supervisor authorizing the deployment: Click or tap here to enter text.

Summary of reasonable suspicion (attach additional pages if necessary):

Click or tap here to enter text.

Flight Incident Form *(In development)*

Drone Maintenance Log



OAK BROOK
POLICE



Make: DJI
Model: M30T

FAA Registration #: _____
Drone S/N: _____

Date	Time	Description of work	Completed By:	Recommendations?

ATTACHMENT D:

[illegible]

Page ____ of ____

Unmanned Aerial System (UAS) Operations

616.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

616.2 POLICY

It is the policy of the Oak Lawn Police Department to utilize the UAS to enhance law enforcement operations, while exercising the utmost care to preserve the privacy and civil liberties of the public and adhere to Federal Aviation Administration (FAA) regulations.

616.3 PRIVACY

The UAS shall not record or transmit images that could not be lawfully viewed or obtained by law enforcement officers in a helicopter or airplane, or that would be used in violation of established privacy laws specific to law enforcement use of manned aircraft. Among further restrictions that may apply and absent an emergency, no UAS shall transmit or record images of any area where a person would have a reasonable privacy interest (e.g., residence, yard, enclosure area) in a manner that would exceed the capacity of unassisted human vision at a distance of at least 400 feet.

616.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the overall management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and current practices. Additional responsibilities include:

- Ensuring that required certificates of operation are kept current.
- Ensuring that all authorized operators have completed current department-approved training in UAS operation, applicable laws and policies.
- Facilitating law enforcement access to images and data captured by the UAS.
- Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- Recommending enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Chief of Police.
- Within 30 days of UAS use, destroying all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal

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activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

- Prohibiting the disclosure of information gathered by the UAS, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Oak Lawn Police Department (725 ILCS 167/35).

616.5 USE OF UAS

The UAS must be operated within the guidelines of the certificate of authorization issued to this department by the FAA. Only authorized operators who have completed the required training in the use and application of the UAS shall be permitted to operate the system.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The Oak Lawn Police Department may not use the UAS to gather information except (725 ILCS 167/15)

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Director of Public Safety will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Director of Public Safety or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Director of Public Safety.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Director of Public Safety must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

O'Fallon Police Department

IL Policy Manual

Unmanned Aerial System

Unmanned Aerial System

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

608.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

608.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

608.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

608.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

608.5 USE OF UAS

Only authorized operators, employed by the Olney Police Department, who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

608.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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608.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

608.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

608.7 RETENTION OF UAS INFORMATION

The Administrative Assistant supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

608.8 REPORTING

The Administrative Assistant supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

608.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

608.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



ORLAND PARK POLICE DEPARTMENT GENERAL ORDER

ORDER NUMBER: 41-21
SUBJECT: UNMANNED AIRCRAFT SYSTEMS
EFFECTIVE DATE: July 1, 2015
AUTHORITY: Eric Rossi, Chief of Police
REVIEW DATE: March 1, 2025
REVIEWER: Unmanned Aircraft Systems Coordinator

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PURPOSE:

The purpose of this directive is to establish guidelines and procedures governing the utilization of the Orland Park Police Department's small unmanned aircraft system.

POLICY:

It is the policy of the Orland Park Police Department that duly trained and authorized agency personnel may deploy small unmanned aircraft system(s) when such use is appropriate in the performance of their official duties, and where deployment and use, and the collection and use of any audio/video recordings or other data originating from or generated by the small unmanned aircraft system(s), conform with the policy provisions provided herein and applicable law (Drones As A First Responders Act (725 ILCS 167/5))

DEFINITIONS:

Digital Multimedia Evidence (DME): Digital recording of images, sounds, and associated data.

Unmanned Aircraft (UA), Drone, or Unmanned Aerial Vehicle (UAV): An aircraft that is intended to navigate in the air without an on-board pilot.

Unmanned Aircraft System (UAS): A system that includes the necessary equipment, network, and personnel to control an unmanned aircraft.

Small Unmanned Aircraft Systems (sUAS): UAS systems that utilize UAVs weighing less than 55 pounds and are consistent with Federal Aviation Administration (FAA) regulations governing model aircraft.

Unmanned Aircraft Systems Coordinator (UASC): Sworn supervisor of the Orland Park Police Department responsible for overseeing the Unmanned Aircraft System Program.

UAS Flight Crewmember: A pilot, visual observer, payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.

Unmanned Aircraft Pilot: A person exercising control over a UA/UAV/UAS during flight.

41.21.1 DEPLOYMENT REQUIREMENTS

- A. The Orland Park Police Department shall obtain an FAA Part 107 endorsement prior to deploying or operating the small unmanned aircraft system, and the endorsement shall be maintained and current.
- B. The small unmanned aircraft system will be operated only by Unmanned Aircraft Pilot(s) who have been trained and certified in the operation of the system.
- C. Only certified personnel shall inspect and test small unmanned aircraft system equipment prior to each deployment to verify the proper functioning of all equipment and the airworthiness of the device.
- D. The small unmanned aircraft system equipment is the responsibility of UAS Flight Crewmember and will be used with reasonable care to ensure proper functioning.
 - 1. Equipment malfunctions shall be brought to the attention of the Unmanned Aircraft Systems Coordinator (UASC).
- E. The small unmanned aircraft system equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the department.
- F. All flights associated to a call for service or response to a possible crime will be documented in a written report. All training deployments will be documented within the incident notes. All flight time shall be accurately recorded within a written report and/or within the incident notes.
 - 1. Each deployment of the small unmanned aircraft system shall include information regarding the reason for the flight; the time, date, and location of the flight; and an incident number or report number, when a report is required.
 - 2. The name of the supervisor approving the deployment and the staff assigned; and
 - 3. A summary of the activities covered, actions taken, and outcomes from the deployment.
- G. The department will notify the public, in accordance with Section 15 (10) if the agency is using a drone at a a routed event or special event. The use of a drone under this paragraph (10) requires that: (A) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety; (B) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and (C) the drone is flown in accordance with Federal Aviation Administration safety regulations.

41.21.2 UNMANNED AIRCRAFT SYSTEMS COORDINATOR (UASC)

- A. The UASC shall ensure that officers equipped with small unmanned aircraft system device(s) utilize them in accordance with policy and procedures defined herein.
- B. The UASC will audit flight documentation at regular intervals.
 - 1. The results of the audit and any changes to the flight time counter will be documented by memorandum.
- C. The UASC will be responsible for conducting weekly inspections of the equipment and report any damage, missing equipment, and the need for maintenance or replacement parts.
- D. The UASC shall respond to the Illinois Criminal Justice Information Authority when any requests are received regarding the Small Unmanned Aircraft Systems.

41.21.3 DEPLOYMENT PROCEDURES

- A. All deployments of small unmanned aircraft system must be authorized by the Pilot In Command when a request is received for a small unmanned aircraft system deployment.
- B. The small unmanned aircraft system shall be deployed and used only to support official law enforcement and public safety missions.

- C. In accordance with Drones As A First Responders Act (725 ILCS 167/5) Section 15 of the act, the Orland Park Police Department use of a small unmanned aircraft system to *gather information* is prohibited unless it meets one or more of the following criteria:
1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.
 2. The department has first obtained a search warrant based on probable cause issued under 108-3 of the Code of Criminal Procedure of 1963.
 - a. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
 3. The department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a small unmanned aircraft system is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a small unmanned aircraft system, the Chief of Police must report in writing the use of a small unmanned aircraft system to the local State's Attorney,
 4. Not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.
 5. The department is using a small unmanned aircraft system solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a. The use of a small unmanned aircraft system under this paragraph (5) on private property requires either a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963 or lawful consent to search.
 - b. The use of a small unmanned aircraft system on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c. The department shall make every reasonable attempt to only photograph the crime scene or traffic crash scene and avoid other areas.
 6. The department is using a small unmanned aircraft system during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act.
 - a. The use of a small unmanned aircraft system does not require an official declaration of a disaster or public health emergency prior to use.
 - b. The department may use a small unmanned aircraft system to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts.
 - c. The use of a small unmanned aircraft system is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
 7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph (7) shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
 8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.
 10. If using a drone at a routed event or special event:

"Routed event" means a parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated

attendance of more than 50 people. This does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

"Parade" means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment

"Special event" means a concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. "Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

The use of a drone under this paragraph (10) requires that: (A) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety; (B) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and (C) the drone is flown in accordance with Federal Aviation Administration safety regulations.

Under this paragraph (10), The use a drone is permitted in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or (ii) during the event to proactively support public safety personnel by monitoring the event footprint in real time: (I) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing; (II) to evaluate crowd size and density; (III) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement; (IV) to assist in the response of public safety personnel to a real-time public safety incident at the event; and (V) to assess the traffic and pedestrian flow around the event in real time.

Under this Act and policy, it is prohibited from onboard facial recognition software that works in conjunction with the drone.

Under this Act and policy, it is prohibited from using any information gathered by a drone with any facial recognition software, unless either (i) the law enforcement agency is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or (ii) the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

The department is prohibited from equipping a drone with any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

41.21.4 NIGHTTIME OPERATIONS

- A. During any flight operations that take place during the night, the flight crew will consist of a PIC (pilot-in-command) and a VO (visual observer).
- B. The sUAS will be flown within line-of-sight by the PIC for the entire duration of the flight.
 - 1. The PIC and VO will maintain communication by direct contact, police radio systems, or cellular telephone at all times.
 - 2. At no time will the PIC continue flight operations if the sUAS is not in the line of sight and are unable to determine its position, orientation, altitude or the environment around the sUAS.

3. The PIC and VO will be familiar with the minimum safe altitudes and weather conditions and determine any structures or hazards prior to flight operations taking place.
 4. Safe alternate landing area will be identified in the event the sUAS cannot be recovered to the takeoff point.
 5. The sUAS shall be equipped with strobe lights that are visible 360 degrees for a minimum of 3 statute miles at night.
- C. The PIC will utilize a visual camera when operating an illuminated area, or when operating with an installed spotlight system that illuminates the ground, or FLIR camera when so equipped.
- D. All sUAS drone operators will be briefed on and familiar with night vision physiology and common night vision illusions:
1. Darkness adaptation: 30-45 minutes to adapt, loss of adaptation with exposure to momentary bright light.
 2. Central blind spot: Understand of the importance of off-centered viewing of objects at night.
 3. Visual scanning techniques: Deliberate pausing at each direction and importance of peripheral vision to detect motion.
 4. Empty-field myopia: Loss of detail acuity due to lack of objects to focus on beyond 20 feet.
 5. Auto kinesis: Apparent movement of an object when the object is stared at for a length of time.
 6. Flicker vertigo: Disorientation due to flashing light stimulus in fog or haze conditions.
- E. In the event of a lost control link, the sUAS is equipped with a GPS enabled return-to-home (RTH) system that will record the initial takeoff location for automated return, and landing if required.
- F. If another aircraft, sUAS or manned, is encountered during flight operations occurring at night, the sUAS will immediately be maneuvered by the PIC to position that does not cause hazard to the other aircraft, persons or vehicles on the ground or any structure.

41.21.5 FEDERAL AVIATION ADMINISTRATION (FAA) OPERATIONAL LIMITATIONS

- A. Flight operations shall be visual line-of-sight (VLOS) only.
 1. At all times, the small unmanned aircraft must remain close enough to the operator or visual observer (VO) to see the aircraft with vision unaided by any device other than corrective lenses.
- B. The small unmanned aircraft may not operate over any person(s) not directly involved in the operation.
- C. The small unmanned aircraft must yield right-of-way to other aircraft, manned or unmanned.
- D. The use of a VO is authorized but not required.
- E. First-person view camera cannot satisfy "see-and-avoid" requirement but can be used as long as requirement is satisfied in other ways.
- F. The small unmanned aircraft shall not exceed a maximum airspeed of 100 mph (87 knots).
- G. The small unmanned aircraft must remain below an altitude of 400 feet above ground level.
- H. The small unmanned aircraft system shall only operate when the minimum weather visibility is 3 miles or greater from the control station.
- I. No UAS Flight Crewmember may operate more than one unmanned aircraft operation at one time.
- J. A preflight inspection of the small unmanned aircraft by a UAS Flight Crewmember is required before flight.

- K. UAS Flight Crewmembers must stay out of airport flight paths and restricted airspace areas, and obey any FAA Temporary Flight Restrictions (TFRs) (<http://tfr.faa.gov/tfr2/list.html> or 1-800-WX-BRIEF).
- L. All sUAS operations shall take place in In Class G Airspace; and
- M. Shall not operate within five (5) nautical miles (NM) from an airport having an operational control tower; or
- N. Three (3) NM from an airport having a published instrument flight procedure, but not having an operational control tower; or
- O. Two (2) NM from an airport not having a published instrument flight procedure or an operational control tower; or
- P. Two (2) NM from a heliport.

41.21.6 RESTRICTIONS

- A. The small unmanned aircraft shall not be operated in an unsafe manner, or in violation of FAA rules.
- B. The small unmanned aircraft shall not be equipped with weapons of any kind.
- C. The small unmanned aircraft shall not be modified in any manner from the manufacture's specifications or fitted with additional equipment without the authorization of the Chief of Police or his designee.

41.21.7 DIGITAL MULTIMEDIA EVIDENCE (DME) RETENTION AND DISCLOSURE

- A. Retention
 - 1. All DME shall be securely downloaded at the completion of each mission. The small unmanned aircraft system certified operators will record information for each file that shall include the date; time, location, and case report numbers and identify the small unmanned aircraft system operator(s) involved in mission.
 - 2. If the department uses a small unmanned aircraft system the department within 30 days shall destroy all information gathered by the small unmanned aircraft system, except that a supervisor may retain particular information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity, or
 - b. The information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- B. Disclosure
 - 1. If the department uses a small unmanned aircraft system, the department shall not disclose any information gathered by the small unmanned aircraft system, except that a supervisor may disclose particular information to another government agency, if :
 - a. Reasonable suspicion is established that the information contains evidence of criminal activity, or
 - b. The information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).
- C. All DME shall be inventoried and secured in accordance with 83.2.7.C. FORENSIC DIGITAL IMAGING.
- D. Officers shall not edit, alter, duplicate, copy, share, or otherwise distribute in any manner small unmanned aircraft system DME without prior written authorization and approval of the Chief of Police or his designee.

41.21.8 TRAINING

- A. Police personnel who are assigned small unmanned aircraft system must complete an department-approved training program to ensure proper use and operations.
 - 1. All training flight operations will take place on public property and the recording of any flight data shall be for the sole purpose of gaining an understanding of the features of the unmanned aircraft system.
- B. Additional training may be required at periodic intervals to ensure the continued effective use and operation and proper calibration and performance of the equipment and to incorporate changes, updates, or other revisions in policy and equipment.

- C. All department personnel with small unmanned aircraft system responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of the small unmanned aircraft system(s).

41.21.8 ANNUAL REPORTING

- A. The UASC shall provide an annual report to the Chief of Police outlining the number of deployments in the field, locations of the incidents, applicable case report numbers, and any unusual circumstances surrounding the deployments during the preceding calendar year.

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606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Small Unmanned Aircraft System (sUAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems that are required for the safe and efficient operation of the small unmanned aircraft in the national airspace system.

Small Unmanned Aircraft - Means an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft, which does not carry a human operator.

Federal Aviation Administration (FAA) -The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety..

Unmanned Aircraft Crew Member - A pilot, visual observer, payload operator or other person assigned duties for a sUAS during flight operations.

Visual Observer (VO) - An unmanned aircraft crew member designated by the Unmanned Aircraft Pilot who assists in the safe operation of the sUAS and keeps the sUAS in the Visual Line Of Sight (VLOS) during operations.

Remote Pilot in Command (RPIC) - An unmanned aircraft crew member exercising control over the sUAS during flight operations. The RPIC is responsible for and is the final authority as to the operation of the sUAS.

Qualified Non-Crew member - An authorized designee of the Palatine Police Department, its subsidiaries, or affiliates who has requisite knowledge to operate safely in the environment the sUAS is being flown, but may not act as a crew member.

Unmanned Aircraft System Coordinator - A sworn member of the Palatine Police Department responsible for overseeing the Small Unmanned Aircraft System Program at the Palatine Police Department. The UAS Coordinator reports directly to the Investigations Commander.

Digital Multimedia Evidence - Digital records of images, sounds, video, and associated data.

Temporary Flight Restrictions - A restriction on an area of airspace due to the movement of government VIPs, special events, natural disasters, or other unusual events.

Notice to Airmen - A written notification issued to pilots before a flight, advising and warning them of circumstances that may potentially affect the safety of the flight.

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National Transportation Safety Board (NTSB) - The National Transportation Safety Board is an independent Federal agency charged by Congress with investigating every civil aviation accident in the United States and significant accidents in other modes of transportation- railroad, highway, marine, and pipeline.

Information - Means any evidence, images, sounds, data, or other information gathered by the small unmanned aircraft system.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).

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- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

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- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

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606.6 DEPLOYMENT PROCEDURES

A. The small unmanned aircraft system shall be deployed and used only to support official law enforcement and public safety missions and be operated by personnel who have been trained and certified in the operation of the system.

B. Prior to deployment, an assigned crew member will verify approval has been received from the Investigations Commander and/or on-duty Patrol Supervisor.

1. Responsibility and final authority during flight operations shall remain with the assigned small unmanned aircraft system crew member(s).

2. Crew members and the on-duty Patrol Supervisor maintain concurrent authority to suspend or terminate any flight operations based on environmental, operational, and/or any other safety considerations.

3. Requests from outside agencies shall be directed to the on-duty Patrol Supervisor. The on-duty Patrol Supervisor will coordinate with an authorized Remote Pilot in Command (RPIC), if available, to ascertain whether flight operations may be conducted for the requested mission. The on-duty Patrol Supervisor will determine whether to approve deployment of small unmanned aircraft resources to assist outside agencies.

C. A trained Visual Observer (VO), if available, should be utilized during all flights operations to maintain Visual Line of Sight (VLOS). However, during night time operations, a Visual Observer is mandatory and shall maintain a Visual Line of Sight during the entire duration of the flight.

D. Certified personnel shall inspect and test the small unmanned aircraft system equipment and components prior to each deployment to verify the proper functioning and overall airworthiness of the unmanned aircraft.

E. The Remote Pilot in Command (RPIC), or authorized crew member shall determine the location of flight operations, check airspace restrictions, and obtain FAA authorization if required.

F. Except for those instances where officer safety or investigation could be jeopardized and where reasonably possible and practical, the Department, or requesting agency should consider notification to the public in the general area of the deployment.

G. All deployments will be documented in an applicable written report, and all flight time(s) shall be accurately recorded. Reports shall include, but are not necessarily limited to, the following:

1. Name of requesting officer/agency and approving on-duty Patrol Supervisor.
2. Reason and circumstances surrounding the deployment.
3. Date, flight time (s) and location(s).
4. Personnel assigned as crew members and respective responsibilities.
5. Equipment utilized and pre-flight operational readiness of such equipment.
6. Summary of activities performed, any actions taken, and outcomes from the deployment.

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H. Copies of any deployment reports will be forwarded to the Investigations Commander and UAS Coordinator.

I. Call out procedure:

[See attachment: Call Out Procedures Non-Redacted numbers.pdf](#)

606.7 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.8 ACCIDENT REPORTING

The FAA requires notification of certain sUAS accidents:

A. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations. Within 10 days after the accident, the Remote Pilot in Command (RPIC) under the supervision of the Investigations Commander must report accidents to the FAA in the following situations:

1. Serious injury to any person or loss of consciousness.
2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - a. The cost of repair including materials and labor does not exceed \$500.00 or
 - b. The fair market value of the property does not exceed \$500.00 in the event of a total loss.

B. The Remote Pilot in Command (RPIC) will complete an incident/offense report for any accident involving the sUAS. The report shall include, at a minimum, the following information:

1. Name and contact information for operators and witnesses.
2. Type of operation.
3. Type of device and registration number/certificate
4. Event location and incident details.
5. Evidence collection such as video, photos, and device confiscation, if necessary.

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C. The Investigations Commander and UAS Coordinator shall be immediately notified of any accident involving department owned UAS.

606.9 INSPECTION AND CARE OF EQUIPMENT

A. The sUAS and related equipment shall be maintained in the state of operational readiness at all times.

B. Assigned personnel shall use reasonable care to ensure the proper functioning of the sUAS equipment. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

C. Malfunctions shall be brought to the attention of the UAS Coordinator as soon as possible.

D. Prior to use, assigned personnel shall:

1. Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations. Each pre-flight check shall be documented on the **sUAS Pre Flight Checklist** forms for each UAV.

[See attachment: UAV1_preflight.pdf](#)

[See attachment: UAV2_MAVICMINI_INDOOR_preflight.pdf](#)

2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

E. Log all flights in the **sUAS Flight Logbook**, noting the date, location, flight duration, and reason for flight. All flight logs will be kept and maintained by the sUAS coordinator.

[See attachment: FlightLog.pdf](#)

606.10 TRAINING

A. Department personnel who are assigned to the sUAS operational responsibilities must complete a department approved training program to ensure proper use and operations.

B. Assigned personnel shall be trained in local and federal laws and regulations, as well as, policies and procedures governing the deployment and use of the sUAS.

C. Personnel acting in the capacity of a Remote Pilot in Command (RPIC) shall, at a minimum:

1. Obtain and maintain an FAA Remote Pilot Certification (to be renewed every 24 months)

2. Successfully complete training requirements in any prescribed FAA Certificates of Authorization (COA) or waivers.

3. Participate in periodic training to ensure the continued effective use, operation, proper calibration and performance of the equipment. Periodic training shall also incorporate any

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changes, updates, or other revisions in Department policy, statutes, federal regulations and/ or equipment.

D. Demonstrate annual proficiency to the UAS Coordinator and/or Investigations Commander.

E. Personnel acting in crew member capacities, other than that of the Remote Pilot in Command (RPIC) may also be subject to any training requirements in any prescribed FAA Certificates of Authorization (COA) or waivers.

F. The Investigations Commander may suspend, or revoke, any crew member's authorization to conduct flight operations should circumstances indicate such action would be in the best interest of the Department.

G. Copies of all training records shall be maintained by the UAS Coordinator. Copies of applicable training will be forwarded to Training Coordinator.

606.11 RETENTION OF UAS INFORMATION

The Records Section supervisor or designee shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.12 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The program coordinator will conduct an annual documented assessment of equipment, deployments, training, program procedures, and compliance with regulations as set forth by 725 ILCS 167/35 submitted to the Chief of Police on or before February 1st of the calendar year.

The program coordinator will conduct and document monthly inspections of equipment, flight logs, training, and maintenance records. The program coordinator will keep all records in accordance with federal and state laws, local ordinances and department policy.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

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606.13 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.14 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

Call Out Procedures Non-Redacted numbers.pdf

Palatine Police Department Small Unmanned Aircraft Systems (sUAS) Emergency Call-out Procedures

REQUESTS FROM PALATINE POLICE DEPARTMENT PERSONNEL

- Contact On-Duty Patrol Supervisor for approval and to facilitate deployment of resource.
- On-Duty Patrol Supervisor will call the UAS Coordinator to make sure sUAS is operational and "Clear to Fly"
- Indoor Drone flights (Mavic Mini only) will be approved by On-Duty Patrol Supervisor.
 - FAA Remote Pilot in Command (RPIC) are recommended, but not required. (Must have been trained by FAA RPIC)
- If no PD pilots are on-duty, initiate emergency call-out procedures for pilots.
 - * (2) Two PD pilots recommended for all police related emergency incidents, (2) two required at night.
- Notify D/C of Field Operations when practical.

REQUESTS FROM PALATINE FIRE DEPARTMENT

- Fire Personnel on-scene will contact NWCDs requesting drone
- NWCDs will contact the On-Duty Patrol Supervisor for approval and to facilitate deployment of resource:
- On-Duty Patrol Supervisor will call the UAS Coordinator to make sure sUAS is operational and "Clear to Fly".
 - FD PILOTS AVAILABLE:
If Fire Department pilots are on-duty and available, facilitate pick-up or delivery of the sUAS equipment (sUAS equipment stored in Crash Reconstruction Room).
 - * (2) Two trained FD pilots recommended for fire related emergency incidents, (2) required at night.
 - ONLY ONE OR NO FD PILOTS AVAILABLE:
If no PD pilots are on-duty, initiate emergency call-out procedures for pilots.
 - * (2) Two pilots, either PD or FD, recommended for fire related emergency incidents, (2) required at night.
- Notify D/C of Field Operations when practical.

REQUESTS FROM OUTSIDE AGENCIES

- NWCDs will maintain the Department sUAS resources on file for utilization by outside agencies. Requests for outside agency use will be made through NWCDs.
- NWCDs will contact the On-Duty Patrol Supervisor for approval and to facilitate deployment of resource.
- On-Duty Patrol Supervisor will call the UAS Coordinator to make sure sUAS is operational and "Clear to Fly".
- If no PD pilots on-duty, only initiate Emergency Call-out procedures for pilots if incident circumstances for the outside agency dictate the immediate need for the sUAS and no other area resources are available.
 - * (2) Two PD pilots are recommended for outside agency related emergency incidents, (2) two required at night.
- Notify D/C of Field Operations when practical.

INITIATING EMERGENCY CALL OUT PROCEDURES

Send text message with brief call-out details to: Everbridge System

Text message will be automatically sent to entire sUAS team for response. Pilots will contact the Patrol Operations Office 847-359-9000, unless another contact number is provided in call-out message. First responses receive priority. Depending on the immediacy of the incident, the On-Duty Patrol Supervisor may approve pilot responses based upon those with the fastest response time (i.e. closest available). Remote Pilots in Command (RPIC) and/or sUAS Coordinator will review incident circumstances with the On-Duty Patrol Supervisor to determine appropriateness of deployment, which may include, but not limited to: airspace restrictions, weather conditions, aircraft limitations, operational objectives, etc.

INVESTIGATIONS CMDR

Cmdr. Josh Hester

UAS COORDINATOR

Steve Bushore (PD)

FLIGHT OPERATION APPROVED PILOTS (Part 107)

(PD) Steve Bushore (Sprint)
(PD) Joe Murphy (Verizon)
(PD) Jeb Elliott (Verizon)
(PD) Martin Van der Hoek (Sprint)
(PD) Kyle Frangiamore (Verizon)
(PD) Max Gancarz (Verizon)
(PD) Travis Meeks (T-Mobile)
(PD) Andrew Olech (Verizon)
(PD) Todd Holtz (Sprint)
(PD) Sandra Blaylock (T-Mobile)
(PD) Ryan Huber (Xfinity)

(PW) George Ruppert (Verizon)

INDOOR (only) DRONE PILOTS

(PD) Mike Myerson (AT&T)

EverBridge text message will be sent to all active drone pilots cell phones as a text message.

*****PLEASE REMEMBER TO INCLUDE A CALL BACK NUMBER FOR CREW MEMBERS. PILOTS HAVE BEEN INSTRUCTED TO INITIATE VOICE CALL TO CONFIRM INCIDENT CIRCUMSTANCES AND MISSION DETAILS.*****

UAV1_preflight.pdf

UAV1 MAVIC 2 ENTERPRISE DUAL PRE-FLIGHT CHECKLIST

1	Smart Controller Transmitter Battery	Fully Charged
2	Transmitter Antennas	Extended
3	Mavic 2 Battery	Fully Charged
4	Four Rotors	No Damage
5	Arms	Extended
6	Propellers	No Damage
7	Rotor Locks	No Damage
8	Rotor Springs	Strong, No Distention
9	Motor Mounts	Secure
10	Motors	Free & Smooth Rotation
11	All Fasteners	Attached & Secure
12	Payloads	Attach, Verify Locked
13	Gimbal Motion	Free & Correct
14	Aircraft Battery	Secure
15	Weight & Balance	Verify
16	Smart Controller	Powered On, Lanyard attached
17	Launch DJI Pilot App/Weather App	Verify Connect
18	Aircraft	Powered On
19	Smart Controller	Verify Mode 2
20	Compass	Verify Calibrated
21	GPS Satellites	Verify > 8
22	Max Altitude	Set, Verify 120M
23	Warnings	Normal
24	Geofence?	Request Authorization LANNC
25	Activate Anti-Collision Lighting	As Required (Sunset to Sunrise)
26	Activate LZ Lighting	As Required
27	Hover Test	Begin Recording
28	Establish MOCA	+10 Ft

If temp < 50° = pre-heat batteries press/hold power button for 5 sec.

This Checklist is also located on the UAV Tablet for deployments

Sign off when mission complete

Signature

Date

UAV2_MAVICMINI_INDOOR_prefilght.pdf

UAV2 MAVIC MINI INDOOR PRE-FLIGHT CHECKLIST

1	Smart Controller Transmitter Battery	Fully Charged
2	Transmitter Antennas	Extended
3	Mavic Mini Battery	Fully Charged
4	Four Rotors	No Damage
5	Propellers	No Damage
6	Payloads	Prop Guard Secure
7	Remove Gimbal Cover	Store
8	Aircraft Battery	Secure and Latch
9	Transmitter On	Press once, press and hold 2 secs
10	Launch DJI Fly App	Updated
11	Power on Aircraft	Press once, press and hold 2 secs
12	Calibrate Compass	Calibrate
13	Warnings	Normal
14	Activate Anti-Collision	If Needed
15	Record and Hover	Test
16	Establish MOCA	+10ft
This Checklist is also located on the UAV Tablet for deployments		**Sign off when mission complete**

Signature

Date

FlightLog.pdf



FLIGHT Log



#	Date	Case#	PIC Star#	sUAS Make & Model	Location	Flight Time	Notes
1							
2							
3							
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5							
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PURPOSE

The purpose of this policy is to establish guidelines under which a small, unmanned aircraft (sUAS or Drone) may be utilized and the procedures for storage, retrieval and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Palos Heights Police Department to utilize sUAS systems in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements in order to enhance the department's mission of serving the community and protecting lives and property. The department will ensure authorized personnel are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, in accordance with all applicable laws and safety standards.

DEFINITIONS

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Drone Team Leader: Sworn supervisor responsible for the day-to-day management and usage of the small, unmanned aircraft.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade: As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. *"Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.*

Public Health Emergency: As defined in 20 ILCS 3305/1, the Illinois Emergency Management Agency Act, means an occurrence or imminent threat of an illness or health condition that: (a) is believed to be caused by any of the following: bioterrorism, the appearance of a novel or previously controlled or eradicated infectious agency or biological toxin, a natural disaster, a chemical attack or accidental release or a nuclear attack or accident and (b) poses a high probability of any of the following harms: a large number of deaths in the affected population, a large number of serious or long-term disabilities in the affected population or widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

Public Safety Answering Point (PSAP): As defined in 50 ILCS 750, the Emergency Telephone System Act, means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Routed Event: Means a parade, walk, or race that (1) is hosted by the State of Illinois or a country, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. *“Routed Event” does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event: For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. *A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b. Is outdoors and open to the public.
- c. Has an estimated attendance of:
 1. 150 or more people in a unit of local government with a population that is less than 50,000.
 2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 3. 350 or more people in a unit of local government with a population that is greater than or Equal to 100,000 but less than 500,000.
 4. 500 or more people in a unit of local government with a population that is 500,000 or more.

Visual Observer: The person designated by the Remote Pilot in Command to assist the Remote Pilot in Command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURES

DRONE TEAM LEADER

The Chief of Police will appoint a Drone Team Leader who is responsible for the management of the department’s small, unmanned aircraft program. The Drone Team Leader ensures that policies and procedures conform to current laws, regulations, and best practices. Responsibilities of the Drone Team Leader include, but are not limited to:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.

3. Ensure protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Maintain operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
5. Maintain inspection and maintenance logs to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
7. Ensure retention and purge periods are maintained in accordance with established records retention schedules.
8. Recommend program enhancements, especially regarding safety and information security.
9. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the commander responsible for oversight of the program.

TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Assigned officers will undergo training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

DEPARTMENT USE OF sUAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to the Drone as First Responder Act, 725 ILCS 167/15, the sUAS may be used to gather information during the following situations:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 2. If the law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the chief executive officer of the law enforcement agency must report its use, in writing, to the local state's attorney.
4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached.
5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.
 - b. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas.
6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.
8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.
10. The Special Event Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for or observe

crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.

- a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:
 1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.
 2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.
 3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:
 1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 2. To evaluate crowd size and density.
 3. To identify activity that could present a public safety issue for the crowd, including crowd movement.
 4. To assist in the response of public safety personnel to a real-time public safety incident at the event.
 5. To assess the traffic and pedestrian flow around the event in real-time.
- C. Requests to deploy the sUAS flight shall be made to the Drone Team Leader or designee.
- D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- E. At the conclusion of each deployment, any recordings or images shall be securely downloaded and proper evidence procedures shall be followed.

- F. All uses of the sUAS will be documented on a spreadsheet maintained by the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

RESTRICTIONS

- A. The sUAS will not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
 6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:

- a. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 - 7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
 - 8. Any situation outside what is specified in DEPARTMENT USE OF SUAS, Section B.
- B. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
- 1. Conduct a pre-flight check to ensure the sUAS is in safe operation.
 - 2. Keep the sUAS in visual line of sight.
 - 3. Fly at or below 400 feet above ground level or structure.
 - 4. Fly at or below 100 mph.
 - 5. Yield right of way to manned aircraft.
 - 6. Must not fly from a moving vehicle, except in rural areas.
 - 7. During an emergency situation, deviations from policy is permitted.
- C. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the Drone Team Leader when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Drone Team Leader as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, assigned officers shall:
 - 1. Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
 - 2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

SECURITY OF RECORDINGS/INFORMATION DISCLOSURE

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Drone Team Leader.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in DEPARTMENT USE OF SUAS, Section B, the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 - 1. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.
 - 2. A law enforcement agency uses a sUAS for the circumstances outlined in DEPARTMENT USE OF SUAS, Section B, shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.
 - 3. Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

RECORDS RETENTION

- A. If a law enforcement agency uses a sUAS for the reasons specified in DEPARTMENT USE OF sUAS, Section B, of this policy, the agency shall destroy all information gathered by the sUAS within the following timeframes:
1. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or Public Safety Answering Point (PSAP) dispatched calls for service shall be destroyed within 30 days after being gathered.
 2. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.
 3. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
 4. Notwithstanding the above, a supervisor at a law enforcement agency may retain particular information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity.
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
 - c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.
 - d. The information consists of only flight path data, metadata, or telemetry information of the drone.

REPORTING

- A. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:
1. Number of sUAS it owns.
 2. Number of times a sUAS was used pursuant to the categories of use specified in DEPARTMENT USE OF sUAS, Section B, of this policy, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 3. The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.
- B. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.

- C. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in DEPARTMENT USE OF SUAS section of this policy.
- B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- C. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

POLICY VIOLATIONS

- A. In the event the Drone Team Leader learns of any violations to this policy, the team leader shall notify the Deputy Chief of Operations, to determine the next steps to include immediate actions to prevent future violations through any of the below means:
 - 1. Training.
 - 2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations. Refer to Standard Operating Procedure 26.1 Disciplinary Procedures for information about the discipline process.
- B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the sUAS Program and take actions to prevent future willful and wanton violations of this policy.
- C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.
 - 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.
- D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.
- E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use sUAS under

DEPARTMENT USE OF SUAS section of this policy for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.

Unmanned Aerial System (UAS) Operations

618.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

618.1.1 DEFINITIONS

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

Information - Any evidence, images, sounds, data, or other information gathered by a unmanned aerial system.

Parade - A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. A parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Routed Event - A parade, walk, or race that is hosted by the State of Illinois, a county, a municipality, a township, or a park district; is outdoors and open to the public; and has an estimated attendance of more than 50 people. A routed event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event - A concert or food festival that is hosted by the State of Illinois, a county, a municipality, a township, or a park district; is outdoors and open to the public; and has an estimated attendance of 150 people or more. A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

618.2 POLICY

Unmanned aerial systems may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations and the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/1, et seq.).

618.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant, exigent circumstances, or those situations authorized by the Illinois Freedom from Drone Surveillance Act, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record

Unmanned Aerial System (UAS) Operations

or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). When use is authorized, operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

618.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current or ensuring that all operators and observers have a current FAA Remote Pilot Certificate (Part 107).
- Obtaining any and all necessary FAA waivers (operation over human beings, etc.)
- Register all UAS's with the FAA.
- Ensuring that all authorized operators have completed all required FAA and Department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require supervisor authorization.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules and the Illinois Freedom from Drone Surveillance Act.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

Unmanned Aerial System (UAS) Operations

618.5 USE OF UAS

Only operators authorized through a COA or who possess a current FAA Remote Pilot Certificate, and who have completed the required training shall be permitted to operate the UAS. Central Illinois Emergency Response Team members operating a drone exclusively within a residence or other structure are exempt from this requirement as indoor space is not regulated by the FAA.

Operators are permitted to use vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) pursuant to a search warrant or court order. Such technology may also be used in areas that lack a reasonable expectation of privacy.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations may be conducted during daylight or nighttime hours in accordance with FAA rules. The UAS should not be flown over people, without a waiver or as authorized by FAA rules.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this Department shall require the express authorization of the Chief of Police, the authorized designee, or the UAS program coordinator.

The Pekin Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.

Unmanned Aerial System (UAS) Operations

- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Every reasonable attempt will be made to avoid other areas and to photograph only the building or structure.
- (h) To demonstrate the capabilities and functionality of a drone for public relations purposes. No information shall be recorded during the demonstration.
- (i) In response to calls for service when the primary purpose for using a drone is to locate victims or to coordinate the response of emergency personnel along with emergency vehicles to an emergency.

618.6 ROUTED OR SPECIAL EVENT

The following requirements must be met when using an Unmanned aerial system at a routed or special event:

- (a) A notice must be posted at the event location for at least 24 hours prior to the event. The notice must clearly communicate that UAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety
- (b) A notice must be posted, if practical, at major entry points to the event clearly informing the attendees that a UAS may be used for the purpose of real-time monitoring of participant safety
- (c) The drone is flown in accordance with Federal Aviation Administration (FAA) safety regulations.

Unmanned aerial systems may be utilized at routed or special events:

- (a) In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps, determining appropriate access routes, staging areas, and traffic routes. No personal identifying information may be recorded and no recorded information may be used in any criminal prosecution;
- (b) To proactively support public safety personnel by monitor the event footprint in real time to detect:
 - (1) a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing
 - (2) to evaluate crowd size and density
 - (3) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement
 - (4) to assist in the response of public safety personnel to a real-time public safety incident at the event
 - (5) to assess the traffic and pedestrian flow around the event in real time

Unmanned Aerial System (UAS) Operations

618.7 PRIVATELY OWNED UNMANNED AERIAL SYSTEMS

This policy and its restrictions apply to information acquired from the Department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

618.8 OTHER AGENCY REQUESTS FOR UAS DEPLOYMENT

The Pekin Police Department will give consideration to requests for UAS deployments from other agencies when:

- (a) The request falls within the authorized deployments listed in Section 618.5, Use of UAS, and
- (b) The deployment does not create an unreasonable manpower burden

The UAS Program Coordinator or the on-duty supervisor must authorize the deployment

618.9 INFORMATION RETENTION

Information obtained by the UAS shall be retained for the following timeframes:

Destroyed within 30 days:

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

Unmanned Aerial System (UAS) Operations

(i) In response to calls for service when the primary purpose for using a drone is to locate victims or to coordinate the response of emergency personnel along with emergency vehicles to an emergency.

Destroy within 24 hours:

Routed or Special Event information

Destroyed Immediately after release to requesting agency:

(g) To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Every reasonable attempt will be made to avoid other areas and to photograph only the building or structure.

The Chief of Police or his designee may authorize the retention of particular information when:

- (a) There is reasonable suspicion that the information contains evidence of criminal activity
- (b) The information is relevant to an on-going investigation or pending criminal trial
- (c) A supervisor deems that the information will be used exclusively for training purposes, providing that any such information shall not contain any personally identifiable information
- (d) The information consists of only flight path data, metadata, or telemetry information of the UAS

618.10 INFORMATION DISCLOSURE

Information obtained by the UAS while operating under Section 618.5 and 618.6 shall not be disclosed except in following:

- (a) A supervisor may disclose particular information to another governmental agency if:
 - (1) there is reasonable suspicion that the information contains evidence of criminal activity; or
 - (2) the information is relevant to an on-going investigation or pending criminal trial.
- (b) Records of UAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act.
- (c) The Pekin Police Department shall neither sell any information gathered by the UAS or disclose any information gathered by the UAS to any person who is not authorized.
- (d) Nothing in the Freedom from Drone Surveillance Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

618.11 REPORTING

The Chief of Police shall report the following:

Unmanned Aerial System (UAS) Operations

If the Pekin Police Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence, and a UAS is utilized; Within 24 hours of initiation of the use the Chief of Police must report the use, in writing, to the State Attorney's Office.

The Chief of Police or their designee shall report the following:

Annually, by April 1, to the Illinois Criminal Justice Information Authority the number of unmanned aerial systems owned, the number of times the UAS was used pursuant to each paragraph of Section 618.5 and 618.6, including the date of use, time of use, reason for use, location, and whether video was recorded, and whether the video was designated for retention for training purposes. The report shall contain a copy of the latest UAS policy.

The Remote Pilot in command shall report the following:

Within 10 days, notify the FAA (via the FAA website) of an accident in the following situations:

Serious injury to any person or loss of consciousness

Damage to any property, other than the UAS, unless one of the following conditions is satisfied

(a) the cost of repair including materials and labor does not exceed \$500.00 or

(b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

Immediately notify the Program Coordinator of any damage to a UAS, related equipment or to another person's property.

Immediately notify the FAA, any adjacent airport, and the Program Coordinator of a "Fly Away"

Prior to the end of their shift, document the use of the UAS on departmental UAS forms, and complete a original or supplemental police report when UAS photographs or video are retained as evidence or as directed by a supervisor.

618.12 FACIAL RECOGNITION

Unmanned aerial systems are prohibited from using, during flight, onboard facial recognition software that works in conjunction with the drone unless:

(a) the UAS is being used to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or

(b) Pekin Police Department officers possess reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

Unmanned Aerial System (UAS) Operations

618.13 USE OF WEAPONS

Pekin Police Unmanned aerial systems are prohibited from being equipped with any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

618.14 PROHIBITED USE

The UAS shall not be used:

- (a) To conduct random surveillance activities
- (b) To target a person solely on actual or perceived characteristics such as race, ethnicity, national origin, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- (c) To harass, intimidate, or discriminate against any individual or group
- (d) To conduct personal business for any type


618.15 VIOLATIONS

If the Pekin Police Department identifies any violations of the Freedom from Drone Surveillance Act, immediate action will be taken to prevent any further violations. Actions that could be taken may be individual or a combination of additional training, discipline, or progressive discipline for repeated violations of the Act.

If the Pekin Police Department learns of willful and wanton violations of the Freedom from Drone Surveillance Act, the Remote Pilot shall be immediately removed from the program and may receive discipline. An after actions review shall take place in an attempt to prevent further violation of the Act.



STANDARD OPERATING PROCEDURE

<u>SECTION AND NUMBER</u> Patrol Policies 7.32	
<u>EFFECTIVE DATE</u> 10/10/23	
<u>SUBJECT</u> Unmanned Aerial Systems (UAS) Operations	<u>NUMBER OF PAGES</u> 11
<u>DISTRIBUTION</u> All Personnel	<u>SUPERSEDES</u>
<u>OTHER REFERENCE</u> (14CFR) Part 107	
<u>AUTHORITY</u> 	Todd C. Green Police Chief

POLICY

The UAS may be utilized to enhance the department's mission of protecting lives and property. Any use of the UAS will be in strict accordance with constitutional and privacy rights, FAA regulations, and department policy.

PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

DEFINITIONS

Definitions related to this policy include:

- A. Unmanned Aerial System (UAS) – An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.
- B. Accidents – All accidents/mishaps involving UAS operations where any of the following occurs;
 - 1. Fatal injury, where the operation of a UAS results in a death occurring within 30 days of the accident/mishap
 - 2. Serious injury, where the operation of a UAS results in a hospitalization of more than 48 hours, the fracture of any bone (except for simple fractures of fingers, toes, or nose), severe hemorrhage or tissue damage, internal injuries, or second or third-degree burns
 - 3. Total unmanned aircraft loss
 - 4. Substantial damage to the unmanned aircraft system where there is damage to the airframe, power plant, or onboard systems that must be repaired prior to further flight

5. Damage to property, other than the unmanned aircraft.
- C. Certificate of Authorization (COA): Given by the Federal Aviation Administration (FAA) granting permission to fly the UAS within specific boundaries and perimeters.
- D. [Code of Federal Regulations \(14CFR\) Part 107](#) – Regulations issued by the FAA for the commercial or public operation of small unmanned aircraft systems.
- E. Federal Aviation Administration (FAA) - The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety and installs and maintains air-navigation and traffic-control facilities.
- F. Incident – Incident/mishap that results in an unsafe/abnormal operation including but not limited to:
1. A malfunction or failure of the unmanned aircraft's on-board flight control system (including navigation)
 2. A malfunction or failure of ground control station flight control hardware or software (other than loss of control link)
 3. A power plant failure
 4. An in-flight fire
 5. An aircraft collision
 6. Any in-flight failure of the unmanned aircraft's electrical system requiring use of alternate or emergency power to complete the flight.
 7. A deviation from any provision contained in the COAs
 8. A deviation from an ATC clearance and/or Letter(s) of Agreement/Procedures
 9. A lost link event resulting in a Fly-away, or execution of a pre-planned/unplanned lost link procedure.
- G. National Transportation Safety Board (NTSB) – An independent U.S. government investigative agency responsible for civil transportation accident investigation.
- H. Notice to Airman (NOTAM) – A written notification issued to pilots before a flight, advising and warning them of circumstances relating to their flying.
- I. Visual Observer: A member of the Peoria Park District Police Department authorized to maintain visual observation of the UAS while in flight.
- J. Pilot in Command: A member of the Peoria Park District Police Department who is trained, certified and authorized to control a UAS during flight.
- K. Risk Analysis – A structured risk-mitigation procedure to determine the risk of flight.
- L. Unmanned Aircraft System (UAS): Consists of the small, unmanned aircraft weighing less than 55 lbs., the command system, a secure control link and other

safety and support systems for operation of the UAS.

M. Parade: As defined in 725 ILCS 167/5, (Section 5 of the Drones as First Responders Act), means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

N. Routed Event means a parade, walk, or race that:

- a. is hosted by the State of Illinois or county, municipality, township, or park district;
- b. is outdoors and open to the public; and
- c. has an estimated attendance of more than 50 people.

Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment

O. Special Event: For the purpose of UAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b. Is outdoors and open to the public.
- c. Has an estimated attendance of:
 1. 150 or more people in a unit of local government with a population that is less than 50,000.
 2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 3. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.
 4. 500 or more people in a unit of local government with a population that is 500,000 or more.

Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

PROGRAM COORDINATOR

The Chief of Park District Police will appoint a trained and authorized program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

USE OF UAS

The Chief of Peoria Park District Police or his designee may authorize the deployment of the UAS under. Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The Peoria Park District Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) Mass casualty events.
- (h) The Chief of Police shall determine if a UAS should be utilized during a special event, parade, or routed event in order to assess crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.
 - a. If a law enforcement agency is using a UAS at a routed event or special event, the use of a UAS under this paragraph requires that:
 - 1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a UAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. Chief of Police or his designee is responsible for ensuring the posting of signs.

2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.
3. The UAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:
 1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 2. To evaluate crowd size and density.
 3. To identify activity that could present a public safety issue for the crowd, including crowd movement.
 4. To assist in the response of public safety personnel to a real-time public safety incident at the event.
 5. To assess the traffic and pedestrian flow around the event in real-time.
- (i) Lost or missing persons, and is not also undertaking a criminal investigation;
- (j) Rescue events;
- (k) Disaster response and recovery;
- (l) Suspected explosive devices;
- (m) Public safety and life preservation missions;
- (n) Fire suppression or investigation;
- (o) Hazardous material releases;
- (p) In support of the Peoria Fire Department when the underlying mission meets the uses outlined in this policy; and
- (q) Mutual Aid support when the underlying mission meets the uses outlined in this policy.

ROLES AND RESPONSIBILITIES

- A. The UAS Program Manager shall manage the UAS Program and ensure the program operates in accordance with all Federal, State and local laws, and within department policy and guidelines. In addition, the UAS Program Manager will:
 1. Maintain all training flight and maintenance records for each operator and observer, as well as individual airframes.
 2. Ensure operators and observers stay current with their training and certifications.
 3. Maintain contact with the FAA and familiarity with the pertinent FAA regulations.
 4. Evaluate airframes based on mission needs.
 5. Remain up to date with current UAS case law, best practices, and industry standards.

- B. Operator—the operator’s role is to safely operate the UAS in accordance with all applicable law and policy.
 - 1. The operator may reject a flight based on personnel safety or violation of FAA regulations.
 - 2. The operator shall be responsive to requests and input from the observer in order to accomplish the safe and effective deployment of the UAS.
 - 3. Operators are responsible for mission documentation and updating the flight book.
- C. Visual Observer—the Visual Observer’s role is to assist in the safe and effective operation of the UAS. The observer shall:
 - 1. Assist the operator in avoiding obstacles
 - 2. Operate any attachments to the UAS
 - 3. Remain alert for safety issues surrounding the operator and observer

OPERATION OF THE UAS

- A. The use of the UAS shall be in accordance to 725 ILCS 167, all applicable FAA regulations and the manufacturer’s procedures.
- B. The UAS shall only be operated for legitimate departmental purposes.
- C. The UAS shall only be operated in accordance with the approved FAA COAs or CFR Part 107.
- D. The PIC will only operate the UAS in weather conditions as recommended by the manufacturer and FAA regulations.
- E. The PIC will complete a risk analysis assessment and implement risk mitigation measures when necessary, so as to operate the UAS in a safe manner.
- F. The PIC will conduct a safety briefing with the visual observer and any other personnel at the flight location.
- G. The PIC will be aware of his/her surroundings and note any obstacles or any other possible dangers in the flight area.
- H. The PIC will identify a second landing area in case of an emergency.
- I. The PIC is responsible for making the final determination if the UAS will be utilized. At any time the PIC may terminate the mission.
- J. In addition to equipment and documents required by the FAA, some type of communication device (i.e. a VHF radio, departmental issue radio or cell phone) will

be carried by the PIC while operating the UAS.

K. The presence of visual observers and spectators is authorized given compliance with the following provisions:

4. The visual observers and spectators will receive a safety briefing that addresses the mission intent, safety barriers, non-interference with UAS mission personnel, and emergency procedures in the event of an incident or accident.
5. The spectators will be directed to, and contained within, a specific observation point that minimizes the risk of injury and ensures that they do not interfere with the UAS mission.
6. The Department will ensure that spectators do not engage in conversations, discussions, or interviews that distract any crew member or mission personnel from the performance of his/her duties or interfere in any way with the proper conduct of those duties.
7. The Department will limit the number of spectators that can be adequately monitored and protected by personnel and resources onsite.
8. Operations will be conducted in compliance with all of the existing provisions, conditions and mitigations of the current/active COA(s) on file or [CFR Part 107](#).

L. Accident/Incident Investigation – The Park District Chief of Police shall be notified of any accident/incident. The PIC will document all accidents and incidents involving department UASs. If required, the PIC is responsible for reporting any accidents or incidents to the FAA in a manner acceptable to the FAA Administrator and must supply any additional documentation that may be required. The FAA requires accident or incident reports be submitted within 10 calendar days. The NTSB shall be notified immediately if an unmanned aircraft accident occurs and any person suffers death or serious injury.

PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathering by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

ALTITUDE RESTRICTIONS

- A. The PIC will ensure the UAS is operated at a safe altitude and in accordance with any and all applicable FAA regulations and in accordance with the PIC's training and SOPs for the UAS.
- B. When operating under [CFR Part 107](#) the altitude of the small unmanned aircraft cannot be higher than 400 feet above ground level, unless the small unmanned aircraft is flown within 400 foot radius of a structure; and does not fly higher than 400 feet above the structures immediate uppermost limit.

EMERGENCY PROCEDURES

- A. Lost Link – loss of the communication link between the UAS and the hand controller
 - 1. The PIC will announce the failure to the observer.
 - 2. The UAS will enter a fail-safe mode within one second of the condition being detected. The UAS will be set to return to the point of departure or “home.” After landing, the UAS motors will be powered off.
 - 3. In the event of a Lost Link Fly-Away, the PIC will immediately notify the Air Traffic Control.
- B. Fatal Condition Response (FCR)- a sensor failure, motor failure, airframe damage or power failure
 - 1. The PIC will announce the FCR.
 - 2. The PIC will immediately initiate an emergency landing.
 - 3. The visual observer will assist the PIC to avoid persons or property during landing.
- C. Lost Visual Contact- loss of sight of the UAS by the Observer
 - 1. Visual observer will announce lost sight of UAS.
 - 2. PIC will hover until visual observer re-establishes visual contact.
 - 3. If contact is still lost, the PIC will ascend to re-establish visual contact.
 - 4. If unable to re-establish contact the PIC will return the UAS to home above the Minimum Safe Height (MSH) and land. If sight is re-established by the visual observer the mission can resume.

TRAINING

- A. All PICs who will be flying UAS missions shall be properly trained in accordance with the FAA requirements.
 - i. The PIC will meet all conditions of the COA, or CFR Part 107 as issued by the FAA.
 - ii. The PIC will have a current working knowledge of the airspace intended for operations, air traffic control communication requirements, specific UAS aerodynamic factors, and the ability to obtain and interpret weather.
 - iii. All new PICs will demonstrate proficiency in the operations of the UAS to the Technical Services Lieutenant or designee.
- B. The PICS will update all training records and certificates consistent with FAA regulations as referenced in the COA or CFRPART. The PIC will maintain copies of all of his/her records and certificates.
- C. Training must follow the requirements set forth in the Freedom from Drone Surveillance Act.

MAINTENANCE

Properly maintained UASs are essential to safe operations. Compliance with manufacturer’s scheduled maintenance, pre-flight inspections, and immediate repair of mechanical problems ensure the availability and safety of Departments UASs.

PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- With facial recognition software. A law enforcement agency operating a UAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the UAS. A law enforcement agency operating a UAS under the Drones as First Responders Act is prohibited from using any information gathered by a UAS with any facial recognition software, unless either:
 - a. The law enforcement agency is using a UAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.
- The UAS shall not be weaponized.

RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the program coordinator shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

Departmental request for a UAS video, including requests from the Peoria County State's Attorney's Office or City Attorney's Office, shall be forwarded as a written request via e-mail, to the Property Room, with sufficient information to locate the UAS video.

Non-Departmental Requests for a UAS video shall be accepted and processed in accordance with Federal, State, and local laws, and departmental policy (discovery, media inquiries, subpoenas, Public Records Act requests, etc.).

REPORTING

The program coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by Peoria Park District Police Department (725 ILCS 167/35).

POLICY VIOLATIONS

- A. In the event the Chief of Police or any other Park Police drone operator learns of any violations to this policy, those persons shall notify the Commander responsible for the department's UAS Program to determine the next steps to include immediate actions to prevent future violations through any of the below means:

1. Training.
 2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations. See: Disciplinary Procedures for information about the discipline process.
- B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the UAS Program and take actions to prevent future willful and wanton violations of this policy.
- C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:
1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.
 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.
 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.
- D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.
- E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use UAS for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.

NOTE: This rule or regulation is for internal use only and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department and then only in a non-judicial administrative setting



GENERAL ORDER

<u>NUMBER</u> 400.14	
<u>EFFECTIVE DATE</u> June 29, 2023	
<u>SUBJECT</u> Small Unmanned Aircraft System Operation	<u>NUMBER OF PAGES</u> 13
<u>DISTRIBUTION</u> All Personnel	<u>SUPERSEDES</u> 6/21/2022
<u>CALEA REFERENCE</u>	<u>OTHER REFERENCE</u> Freedom From Drone Surveillance Act (725 ILCS 167)
<u>AUTHORITY</u>	Eric P. Echevarria Chief of Police

I. PURPOSE

The purpose of this policy is to establish guidelines and protocol for the deployment and use of the Unmanned Aircraft Systems (UAS), including the retention and/or destruction of media obtained using the UAS in accordance with applicable Federal law, State law, and Peoria Police Department regulations.

II. POLICY

The UAS may be utilized to enhance the department's mission of protecting lives and property. Any use of the UAS will be in strict accordance with constitutional and privacy rights, FAA regulations, and department policy.

III. PRIVACY CONCERNS

The use of the UAS potentially involves privacy considerations. Personnel will consider the protection of individual civil rights and the reasonable expectation of privacy as a key component of any decision made to deploy the UAS. Operators will take reasonable precautions to avoid inadvertently recording or transmitting images that infringe upon an individual's right to privacy. This includes consideration by the operator on when to turn on/off the recording function, and the route of the UAS during deployment.

IV. DEFINITIONS

- A. Accidents: All accidents/mishaps involving UAS operations where any of the following occurs;
 - 1. Fatal injury, where the operation of a UAS results in a death occurring within 30 days of the accident/mishap

2. Serious injury, where the operation of a UAS results in a hospitalization of more than 48 hours, the fracture of any bone (except for simple fractures of fingers, toes, or nose), severe hemorrhage or tissue damage, internal injuries, or second or third-degree burns
 3. Total unmanned aircraft loss
 4. Substantial damage to the unmanned aircraft system where there is damage to the airframe, power plant, or onboard systems that must be repaired prior to further flight
 5. Damage to property, other than the unmanned aircraft.
- B. Certificate of Authorization (COA): Given by the Federal Aviation Administration (FAA) granting permission to fly the UAS within specific boundaries and perimeters.
- C. [Code of Federal Regulations \(14CFR\) Part 107](#): Regulations issued by the FAA for the commercial or public operation of small unmanned aircraft systems.
- D. Federal Aviation Administration (FAA): The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety and installs and maintains air-navigation and traffic-control facilities.
- E. Incident: Incident/mishap that results in an unsafe/abnormal operation including but not limited to:
1. A malfunction or failure of the unmanned aircraft's on-board flight control system (including navigation)
 2. A malfunction or failure of ground control station flight control hardware or software (other than loss of control link)
 3. A power plant failure
 4. An in-flight fire
 5. An aircraft collision
 6. Any in-flight failure of the unmanned aircraft's electrical system requiring use of alternate or emergency power to complete the flight.
 7. A deviation from any provision contained in the COAs
 8. A deviation from an ATC clearance and/or Letter(s) of Agreement/Procedures
 9. A lost link event resulting in a Fly-away, or execution of a pre-planned/unplanned lost link procedure.
- F. National Transportation Safety Board (NTSB): An independent U.S. government investigative agency responsible for civil transportation accident investigation.
- G. Notice to Airman (NOTAM): A written notification issued to pilots before a flight, advising and warning them of circumstances relating to their flying.
- H. Parade: A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal or

usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

- I. Pilot in Command: A member of the Peoria Police Department who is trained, certified and authorized to control a UAS during flight.
- J. Risk Analysis: A structured risk-mitigation procedure to determine the risk of flight.
- K. Routed Event: A parade, walk, or race that:
 - 1. Is hosted by the State of Illinois, or a county, municipality, township, or park district;
 - 2. Is outdoors and open to the public; and
 - 3. Has an estimated attendance of more than 50 people.

Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

- L. Special Event: A concert or food festival that:
 - 1. Is hosted by the State of Illinois, or a county, municipality, township, or park district;
 - 2. Is outdoors and open to the public; and
 - 3. Has an estimated attendance of 350 or more people.

Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

- M. Unmanned Aircraft System (UAS): Consists of the small, unmanned aircraft weighing less than 55 lbs., the command system, a secure control link and other safety and support systems for operation of the UAS.
- N. Visual Observer: A member of the Peoria Police Department authorized to maintain visual observation of the UAS while in flight.

V. AUTHORIZATION OF USE

A Pilot in Command may authorize the deployment of the UAS under the following circumstances:

- A. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.

- B. Pursuant to a search warrant; based on probable cause issued under [Section 108-3 of the Code of Criminal Procedure of 1963](#). The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
- C. If a law enforcement officer possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence.
 - 1. The use of a drone under this section is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this section, the Chief of Police must report in writing the use of a drone to the local State's Attorney.
- D. Solely for crime scene and traffic crash scene photography and must be conducted in a geographically confined and time-limited manner to document specific occurrences and shall make every reasonable attempt to only photograph the crime scene or traffic crash scene and avoid other areas.
 - 1. The use of a drone for this purpose on private property requires either a search warrant based on probable cause under [Section 108-3 of the Code of Criminal Procedure of 1963](#) or lawful consent to search.
- E. Attempting to locate lost or missing persons, engaging in search and rescue operations, or aiding a person who otherwise cannot be safely reached, and is not also undertaking a criminal investigation;
- F. Mass casualty events;
- G. Disaster response and recovery;
- H. Public health emergency;
- I. Suspected explosive devices;
- J. Public safety and life preservation missions;
- K. Fire suppression or investigation;
- L. Hazardous material releases;
- M. To conduct an infrastructure inspection of a designated building at the express request of a local government agency. When operating for this purpose, every reasonable attempt shall be made to photograph only the building or structure and to avoid other areas.
- N. To demonstrate the capabilities and functionalities of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.

- O. In response to Public Safety Access Point dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. Public Safety Answering Point has the meaning given in Section 2 of the Emergency Telephone System Act.
- P. In support of the Peoria Fire Department when the underlying mission meets the uses outlined in this policy; and
- Q. Mutual Aid support when the underlying mission meets the uses outlined in this policy.
- R. Routed or Special Event

The use of a drone for a Routed or Special Event requires that:

- 1. Notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
- 2. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety;
- 3. The drone is flown in accordance with Federal Aviation Administration safety regulations.
- 4. The drone may be used in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
- 5. During the event to proactively support public safety personnel by monitoring the public safety footprint in real-time:
 - i. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - ii. To evaluate crowd size and density;
 - iii. To identify activity that could present a public issue for the crowd as a whole, including crowd movement;
 - iv. To assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - v. To assess the traffic and pedestrian flow around the event in real time.

VI. OPERATION OF THE UAS

- A. The use of the UAS shall be in accordance to 725 ILCS 167, all applicable FAA regulations and the manufacturer's procedures.

- B. Only the PIC shall operate the flight controls of the UAS.
- C. The UAS shall only be operated for legitimate departmental purposes.
- D. The UAS shall only be operated in accordance with the approved FAA COAs or CFR Part 107.
- E. The PIC will only operate the UAS in weather conditions as recommended by the manufacturer and FAA regulations.
- F. The PIC will complete a risk analysis assessment and implement risk mitigation measures when necessary, so as to operate the UAS in a safe manner.
- G. The PIC will conduct a safety briefing with the visual observer and any other personnel at the flight location.
- H. The PIC will be aware of his/her surroundings and note any obstacles or any other possible dangers in the flight area.
- I. The PIC will identify a second landing area in case of an emergency.
- J. The PIC is responsible for making the final determination if the UAS will be utilized. At any time the PIC may terminate the mission.
- K. In addition to equipment and documents required by the FAA, some type of communication device (i.e. a VHF radio, departmental issue radio or cell phone) will be carried by the PIC while operating the UAS.
- L. The presence of visual observers and spectators is authorized given compliance with the following provisions:
 - 1. The visual observers and spectators will receive a safety briefing that addresses the mission intent, safety barriers, non-interference with UAS mission personnel, and emergency procedures in the event of an incident or accident.
 - 2. The spectators will be directed to, and contained within, a specific observation point that minimizes the risk of injury and ensures that they do not interfere with the UAS mission.
 - 3. The Department will ensure that spectators do not engage in conversations, discussions, or interviews that distract any crew member or mission personnel from the performance of his/her duties or interfere in any way with the proper conduct of those duties.
 - 4. The Department will limit the number of spectators that can be adequately monitored and protected by personnel and resources onsite.

5. Operations will be conducted in compliance with all of the existing provisions, conditions and mitigations of the current/active COA(s) on file or [CFR Part 107](#).
- M. Accident/Incident Investigation – The Technical Services Lieutenant shall be notified of any accident/incident. The PIC will document all accidents and incidents involving department UASs. If required, the PIC is responsible for reporting any accidents or incidents to the FAA in a manner acceptable to the FAA Administrator and must supply any additional documentation that may be required. The FAA requires accident or incident reports be submitted within 10 calendar days. The NTSB shall be notified immediately if an unmanned aircraft accident occurs, and any person suffers death or serious injury.
- N. A law enforcement agency operating a drone is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. A law enforcement agency operating a drone is prohibited from using any information gathered by a drone with any facial recognition software, unless either:
 1. the law enforcement agency is using the drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or;
 2. the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

VII. PROHIBITED USE

Except as provided in Section V of this directive, the UAS may not be used to gather information. The UAS shall not be used to:

- A. Conduct random surveillance activities;
- B. Target a person based solely on individual characteristics, such as race, ethnicity, national origin, religion, disability, gender or sexual orientation; or
- C. Conduct any business other than official Department business.
- D. A law enforcement agency is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

VIII. ALTITUDE RESTRICTIONS

- A. The PIC will ensure the UAS is operated at a safe altitude and in accordance with any and all applicable FAA regulations and in accordance with the PIC's training and SOPs for the UAS.
- B. When operating under [CFR Part 107](#) the altitude of the small unmanned aircraft cannot be higher than 400 feet above ground level, unless the small unmanned aircraft is flown within 400 foot radius of a structure; and does not fly higher than 400 feet above the structures immediate uppermost limit.

IX. EMERGENCY PROCEDURES

- A. Lost Link: loss of the communication link between the UAS and the hand controller
 - 1. The PIC will announce the failure to the observer.
 - 2. The UAS will enter a fail-safe mode within one second of the condition being detected. The UAS will be set to return to the point of departure or "home." After landing, the UAS motors will be powered off.
 - 3. In the event of a Lost Link Fly-Away, the PIC will immediately notify the Air Traffic Control.
- B. Fatal Condition Response (FCR): a sensor failure, motor failure, airframe damage or power failure
 - 1. The PIC will announce the FCR.
 - 2. The PIC will immediately initiate an emergency landing.
 - 3. The visual observer will assist the PIC to avoid persons or property during landing.
- C. Lost Visual Contact: loss of sight of the UAS by the Observer
 - 1. Visual observer will announce lost sight of UAS.
 - 2. PIC will hover until visual observer re-establishes visual contact.
 - 3. If contact is still lost, the PIC will ascend to re-establish visual contact.
 - 4. If unable to re-establish contact the PIC will return the UAS to home above the Minimum Safe Height (MSH) and land. If sight is re-established by the visual observer the mission can resume.

X. ALCOHOL AND DRUGS

- A. No person may act as a PIC or crew member of an UAS within 8 hours of consumption of any alcoholic beverages.
- B. Any pilot whose ability to pilot a UAS is affected by any drug will not operate the UAS. It is the PIC's responsibility to ask his/her doctor if any prescribed drug or over-the-counter medication will affect their ability to function as a PIC.

XI. TRAINING

- A. All PICs who will be flying UAS missions shall be properly trained in accordance with the FAA requirements.
 - 1. The PIC will meet all conditions of the COA, or [CFR Part 107](#) as issued by the FAA.
 - 2. The PIC will have a current working knowledge of the airspace intended for operations, air traffic control communication requirements, specific UAS aerodynamic factors, and the ability to obtain and interpret weather.
 - 3. All new PICs will demonstrate proficiency in the operations of the UAS to the Technical Services Lieutenant or designee.
- B. Recurrent training may be accomplished through training dates, classroom instruction, proficiency practice flights, seminars, and conferences.
 - 1. All PICs will complete three (3) operational missions or complete one (1) training mission to include three take-offs and landings, every 90 days utilizing a Department-owned UAS.
 - 2. Once a year, all PICs will demonstrate proficiency in UAS operation to the Technical Services Lieutenant or designee. PIC's will demonstrate proficiency in preflight procedures, taking off, landing and at least one of the four training scenarios as outline in the checklist.
 - 3. All PICs shall review and be familiar with the current COA and CFR Part 107, and maintain proficiency in their operator/visual observer skills.
 - 4. Recurrent training is not limited to actual PIC/Visual Observer skills, but includes knowledge of all pertinent UAS and aviation matters.
 - 5. Failure to maintain/prove proficiency can result in removal from UAS operations.
- C. The PIC will post and update all training records and certificates retained on the department server. The PIC will maintain copies of all of his/her records and certificates.
- D. Non-recurrent training may be accomplished through planned training in conjunction with other PPD divisions, local law enforcement, fire departments, state agencies and federal agencies,.
 - 1. Non-recurrent training must meet all FAA regulations as referenced in the COA or CFR Part 107.
 - 2. Non-recurrent must be approved by the Technical Services Lieutenant.
 - 3. Non-recurrent training must follow the requirements set forth in the [Freedom from Drone Surveillance Act](#).

XII. MAINTENANCE

- A. Properly maintained UASs are essential to safe operations. Compliance with manufacturer's scheduled maintenance, pre-flight inspections, and immediate repair of mechanical problems ensure the availability and safety of Departments UASs.
 - 1. Each PIC that is assigned a UAS will be responsible for the proper maintenance of that UAS.
 - 2. The PIC will schedule all maintenance for the UAS and it will be done with the least amount of disruptions possible to UAS operations.
 - 3. The PIC will maintain all maintenance records and provide a copy to the Technical Services Lieutenant.
- B. Prior to a UAS being returned to service after scheduled maintenance, the UAS will be inspected by the PIC and the UAS shall be test flown.
 - 1. A test flight is not considered recurrent or non-recurrent training.
 - 2. A test flight will occur after any upgrade to the UAS system or anytime maintenance is performed on the UAS system.
 - 3. Maintenance flights may be flown without an observer as long as Visual Line of Sight (VLOS) is maintained by the PIC at all times.
 - 4. The test flight will be recorded in the UAS maintenance record.
- C. Upon the completion of any repairs performed by the manufacturer or the PIC, those repairs will be entered in the UAS maintenance logbook. The PIC will notify the Technical Services Lieutenant of any maintenance required or completed or upgrades to the UAS.

XIII. EVIDENCE COLLECTION AND RETENTION

- A. Following a UAS operation, with the exception of training, the UAS operator shall preserve any UAS video(s) created. The video(s) recorded will be uploaded into the approved digital evidence management system. The collection and uploading of the video(s) will be documented in a report by a Peoria PD officer.
- B. All information gathered by the use of a UAS under Section (V)(A, B, C, D, E, G, H, and O) shall be destroyed within 30 days.
- C. All information gathered by the use of a UAS under Section (V)(R) shall be destroyed within 24 hours.
- D. All information gathered by the use of a UAS under Section (V)(M) shall be turned over to the requesting government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.

- E. A supervisor may require the retention of particular information if:
 - 1. There is reasonable suspicion that the information contains evidence of criminal activity;
 - 2. The information is relevant to an ongoing investigation or pending criminal trial;
 - 3. A supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - 4. The information consists of only flight path data, metadata, or telemetry information of the drone.
- F. Unauthorized use, duplication, and/or distribution of UAS videos are prohibited. Personnel shall not make copies of any UAS videos for their personal use and are prohibited from using a recording device such as a personal camera or any secondary video camera to capture UAS videos. All recorded media, images and audio are the property of the Peoria Police Department and shall not be copied, released, or disseminated in any form or manner outside the parameters of this policy without the expressed written consent of the Chief of Police.
- G. Departmental request for a UAS video, including requests from the Peoria County State's Attorney's Office or City Attorney's Office, shall be forwarded as a written request via e-mail, to the Records Division, with sufficient information to locate the UAS video.
- H. Non-Departmental Requests for a UAS video shall be accepted and processed in accordance with Federal, State, and local laws, and departmental policy (discovery, media inquiries, subpoenas, Public Records Act requests, etc.).

XIV. DISCLOSURE OF INFORMATION

- A. Personnel shall not disclose any information gathered by the UAS, except that a supervisor may disclose particular information to another governmental agency, if:
 - 1. There is reasonable suspicion that the information contains evidence of criminal activity, or
 - 2. The information is relevant to an ongoing investigation or criminal trial.
- B. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
- C. The Peoria Police Department shall neither sell any information gathered by a drone nor disclose any information gathered by a drone to any person or entity to whom disclosure is not authorized under this section.

- D. Nothing in this Order prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

XV. ROLES AND RESPONSIBILITIES

- A. The Technical Services Lieutenant shall manage the UAS Program and ensure the program operates in accordance with all Federal, State and local laws, and within department policy and guidelines. In addition, the Technical Services Lieutenant will:
1. Maintain all training flight and maintenance records for each **PIC**, as well as individual airframes.
 2. Ensure PICs stay current with their training and certifications.
 3. Maintain contact with the FAA and familiarity with the pertinent FAA regulations.
 4. Evaluate airframes based on mission needs.
 5. Remain up to date with current UAS case law, best practices, and industry standards.
 6. Maintain records of each mission.
 7. Report number of drones owned by the Department and drone usage information to the Illinois Criminal Justice Information Authority by April 1 of each year. This report shall also contain a copy of this policy.
- B. Pilot in Command: the PIC's role is to safely operate the UAS in accordance with all applicable law and policy.
1. The PIC may reject a flight based on personnel safety or violation of FAA regulations.
 2. The PIC shall be responsive to requests and input from the Visual Observer to accomplish the safe and effective deployment of the UAS.
 3. PICs are responsible for mission documentation and updating the flight book.
 4. The PIC may appoint a Visual Observer based on the circumstances of a particular mission.
 5. The PIC shall forward a report to the Drone Commander after each usage of a drone. The report shall include the date and time of use, reason for use, location, whether video was recorded and whether the video is designated for retention for training purposes.
- C. Visual Observer: the visual observer's role is to assist in the safe and effective operation of the UAS. The visual observer shall:
1. Assist the PIC in avoiding obstacles.
 2. Operate any attachments to the UAS.
 3. Remain alert for safety issues surrounding the PIC and visual observer.
 4. Handle radio communications.

XVI. VIOLATIONS

- A.** Any violations of the Freedom from Drone Surveillance Act or this Order shall be investigated by the Department. The Department shall immediately take actions to prevent future violations through any one or more of the following means:
 - 1. Training;
 - 2. Discipline, including progressive for repeated violations;
 - 3. Other means that will prevent repeated violations.
- B.** If the Department learns of willful and wanton violations of the Freedom from Drone Surveillance Act, the Department shall immediately remove the pilot from the drone program and take action to prevent further willful and wanton violations.

This directive provides general guidelines to personnel regarding proper practices and is for internal use only. It is not intended to enlarge an officer's criminal or civil liability in any way, except as to any disciplinary action that might arise. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in an employment related proceeding.

Pontiac Police Department
SMALL UNMANNED AIRCRAFT SYSTEMS
March 2023

I. PURPOSE

This policy is intended to provide personnel who are assigned responsibilities associated with the deployment and use of small unmanned aircraft systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with law.

II. POLICY

It is the policy of this department that duly trained and authorized agency personnel may deploy sUAS when such use is appropriate in the performance of their official duties, and where deployment and use, and the collection and use of any audio/video recordings or other data originating from or generated by the sUAS, comport with the policy provisions provided herein and applicable law.

III. DEFINITIONS

Digital Multimedia Evidence (DME): Digital recording of images, sounds, and associated data.

Model Aircraft: A remote controlled aircraft used by hobbyists that is built, produced, manufactured, and operated for the purposes of sport, recreation, and/or competition.

Unmanned Aircraft (UA) or Unmanned Aerial Vehicle (UAV): An aircraft that is intended to navigate in the air without an on-board pilot. Also alternatively called Remotely Piloted Aircraft (RPA), Remotely Operated Vehicle (ROV), or Drone.

Unmanned Aircraft System (UAS): A system that includes the necessary equipment, network, and personnel to control an unmanned aircraft.

Small Unmanned Aircraft Systems (sUAS): UAS systems that utilize UAVs weighing less than 55 pounds and are consistent with Federal Aviation Administration (FAA) regulations governing model aircraft.

UAS Flight Crewmember: A pilot, visual observer, payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.

Unmanned Aircraft Pilot: A person exercising control over a UA/UAV/UAS during flight.

IV. PROCEDURES

- A. Administration: All deployments of sUAS must be specifically authorized by the chief executive officer (CEO) of this agency or authorized supervisory personnel. This agency has adopted the use of sUAS to provide an aerial visual perspective in responding to emergency situations and exigent circumstances, and for the following objectives:
- 1) Situational Awareness: To assist decision makers (e.g., incident command staff; first responders; city, county, and state officials) in understanding the nature, scale, and scope of an incident—and for planning and coordinating an effective response.
 - 2) Search and Rescue: To assist missing person investigations, AMBER Alerts, Silver Alerts, and other search and rescue missions.
 - 3) Tactical Deployment: To support the tactical deployment of officers and equipment in emergency situations (e.g., incidents involving hostages and barricades, support for large-scale tactical operations, and other temporary perimeter security situations).
 - 4) Visual Perspective: To provide an aerial visual perspective to assist officers in providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.
 - 5) Scene Documentation: To document a crime scene, accident scene, or other major incident scene (e.g., disaster management, incident response, large-scale forensic scene investigation).
- B. Procedures for sUAS Use
- 1) The agency must obtain applicable authorizations, permits, or certificates required by the Federal Aviation Administration (FAA) prior to deploying or operating the sUAS, and these authorizations, permits, and certificates shall be maintained and current.
 - 2) In accordance with 725 ILCS 167, department sUASs' will be registered with the Illinois Criminal Justice Information Authority (ICJIA).
 - 3) The sUAS will be operated only by personnel (pilots and crew members) who have been trained and certified in the operation of the system.

- 4) The sUAS-certified personnel shall inspect and test sUAS equipment prior to each deployment to verify the proper functioning of all equipment and the airworthiness of the device.
 - 5) The sUAS equipment is the responsibility of individual officers and will be used with reasonable care to ensure proper functioning. Equipment malfunctions shall be brought to the attention of the officer's supervisor as soon as possible so that an appropriate repair can be made or a replacement unit can be procured.
 - 6) The sUAS equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the agency.
 - 7) All flights will be documented on a form or database designed for that purpose, and all flight time shall be accurately recorded. In addition, each deployment of the sUAS shall include information regarding the reason for the flight; the time, date, and location of the flight; the name of the supervisor approving the deployment and the staff assigned; and a summary of the activities covered, actions taken, and outcomes from the deployment.
 - 8) Except for those instances where officer safety or investigation could be jeopardized—and where reasonably possible and practical, the department should consider notifying the public.
 - 9) Where there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectations of privacy, the agency will obtain a search warrant prior to conducting the flight.
- C. Restrictions on Using the sUAS
- 1) The sUAS shall be deployed and used only to support official law enforcement and public safety missions.
 - 2) The sUAS shall not be operated in an unsafe manner or in violation of FAA rules.
 - 3) The sUAS shall not be equipped with weapons of any kind.
- D. DME Retention and Management
- 1) All DME shall be handled in accordance with existing policy on data and record retention, where applicable.
 - 2) All DME shall be securely downloaded at the completion of each mission. The sUAS-certified operators will record

information for each file that shall include the date, time, location, and case reference numbers or other mission identifiers—and identify the sUAS personnel involved in mission.

- 3) Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner sUAS DME without prior written authorization and approval of the CEO or his or her designee.
- 4) All access to sUAS DME must be specifically authorized by the CEO or his or her designee, and all access is to be audited to ensure that only authorized users are accessing the data for legitimate and authorized purposes.
- 5) Files should be securely stored in accordance with agency policy and state records retention laws and retained no longer than necessary for purposes of training or for use in an investigation or prosecution.

E. sUAS Supervision and Reporting

- 1) sUAS supervisory personnel shall manage all deployments and uses of sUAS to ensure that officers equipped with sUAS devices utilize them in accordance with policy and procedures defined herein.
- 2) An authorized sUAS supervisor or administrator will audit flight documentation at regular intervals. The results of the audit will be documented. Any changes to the flight time counter will be documented.
- 3) The CEO of the agency or his or her designee shall publish an annual report documenting the agency's deployment and use of sUAS devices.

F. Training

- 1) Police personnel who are assigned sUAS must complete an agency-approved training program to ensure proper use and operations. Additional training may be required at periodic intervals to ensure the continued effective use and operation and proper calibration and performance of the equipment and to incorporate changes, updates, or other revisions in policy and equipment.

- 2) All agency personnel with sUAS responsibilities, including command officers, shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the deployment and use of sUAS.

Chief Daniel G. Davis

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.


606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Public Safety will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Public Safety or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.

	RIVER FOREST POLICE DEPARTMENT		No: 47.3
	GENERAL ORDER		
	Effective Date: May 12, 2021	Review Date: Annual	Amended:
	Subject: Small Unmanned Aircraft System (sUAS)		
Index As: Law Enforcement Operations: Small Unmanned Aircraft System (sUAS)			

1. PURPOSE

The purpose of this policy is to provide personnel who are assigned responsibilities associated with the deployment and use of small unmanned aircraft systems (sUAS) with guidelines on when and how this technology and the information it provides may be used.

2. POLICY

It is the policy of this Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

3. DEFINITIONS

Air Traffic Control (ATC): The operational arm of the Federal Aviation Administration (FAA). It is responsible for providing safe and efficient air navigation services through the nation's skies.

Certificate of Authorization: An authorization issued by the Federal Aviation Administration to a public operator for a specific unmanned aircraft activity.

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

National Transportation Safety Board (NTSB): Is an independent Federal agency charged by Congress with investigating every civil aviation accident in the United States and significant accidents in other modes of transportation.

Pilot in Command (PIC): The PIC is directly responsible for the operation of the sUAS as described by Federal Aviation Regulations (FARs) 91.3.

Safety Officer: Designated by the Unit Supervisor to assist with debriefing at training sessions and to disseminate pertinent safety information. This could also be the responsibility given to the PIC if a safety officer is not available.

Unmanned Aircraft: An aircraft that is intended to navigate in the air without an on-board pilot. Also, alternatively called a Drone.

Small Unmanned Aircraft System (sUAS): A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer: The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

4. PROGRAM COORDINATOR

- 4.1 The Chief of Police, or his/her designee, shall ensure all Department policies and procedures conform to current laws, regulations, and best practices.
- 4.2 Unless otherwise directed by the Chief of Police, the Patrol Commander shall act as the sUAS Program Coordinator. He/she shall be responsible for:
 - 4.2.1. Ensuring all certifications required are obtained and kept current, in cooperation with the FAA Certification of Authorization (COA) and/or 14 CFR 107, as applicable.
 - 4.2.2 Will assign authorized and trained personnel to complete inspections and maintenance of equipment.
 - 4.2.3. Ensuring all authorized operators have completed all training required by statute or general order.
 - 4.2.4. Informing the Illinois Criminal Justice Information Authority of the number of drones owned by the police department by April 1 annually (725 ILCS 167/35). This may be accomplished through online submission to the ICJIA.
 - 4.2.4. Causing public notification of the operation of a Department sUAS, when appropriate.
 - 4.2.6. Keeping a log of all deployments.
 - 4.2.7. Conducting a documented, annual audit of the program including:
 - a. Analyzing and reviewing flight information including, but not limited to:
 - 1. Outlining the number of deployments in the field;
 - 2. Locations of the incident(s);
 - 3. Applicable case report number(s); and
 - 4. Any unusual circumstances surrounded the deployment(s).
 - b. Recommending program enhancements, especially regarding safety and information security.
 - c. Reviewing Department policy and procedures and recommending any changes necessary.

5. TRAINING AND MAINTENANCE

5.1 Training

- 5.1.1. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the Department, as assigned by the Chief or his designee, to obtain an understanding on how to use the sUAS and the procedures outlined in this policy. Pursuant to 14 CFR 107.74, the initial training course should cover, but not be limited to, the following areas of knowledge:
 - a. Applicable regulations relating to small unmanned aircraft system rating privileges, limitations, and flight operation.
 - b. Effects of weather on small unmanned aircraft performance.
 - c. Small unmanned aircraft loading.
 - d. Emergency procedures.
 - e. Crew resource management.
 - f. Determining the performance of small unmanned aircraft; and
 - g. Maintenance and preflight inspection procedures.
- 5.1.2. Annually, authorized officers shall undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or Department policy. The recurrent training course should cover, but not be limited to, the following areas of knowledge:
 - a. Applicable regulations relating to small unmanned aircraft system rating privileges, limitations, and flight operation.
 - b. Emergency procedures.
 - c. Crew resource management; and
 - d. Maintenance and preflight inspection procedures.
- 5.1.3. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment, as determined by the sUAS Program Coordinator.

5.2 Inspections and Maintenance

- 5.2.1. All authorized Department sUAS devices, and related equipment, shall be maintained in a state of operational readiness, or shall be considered out of service until repaired or replaced.

- 5.2.2. Modifications outside the manufacturer's specifications shall not be made to any sUAS.
- 5.2.3. No additional equipment shall be fitted to a sUAS without written approval from the Chief of Police, or his/her designee.
- 5.2.4. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the sUAS Program Coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- 5.2.5. Prior to use, assigned officers shall inspect the sUAS, and all related equipment, to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations. This inspection shall include, but not be limited to:
 - a. Inspecting the body of the sUAS, and the charging and camera cables to look for signs of visible damage; and
 - b. Ensuring the propeller blades are in flight worthy condition.
- 5.2.6. Any sUAS, or related equipment, found to be not functioning properly shall be immediately taken out of service. The sUAS Program Coordinator shall be notified in writing as soon as practical.

6. DEPARTMENT USE OF sUAS

- 6.1. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- 6.2. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - 6.2.1. To locate a Missing Person, AMBER Alerts, Silver Alerts, and other search and rescue missions while not also undertaking a criminal investigation.
 - 6.2.2. Situational Awareness -- To assist decision makers in understanding the nature, scale, and scope of an incident and for planning and coordinating an effective response.
 - a. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.
 - 6.2.3. Visual Perspective -- To provide an aerial visual perspective to assist officers in providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.
 - a. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private

property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

- 6.2.4. Tactical Deployment -- To support community safety and tactical deployment of officers and equipment in emergency situations (e.g., incidents involving hostages and barricaded individuals, support for large-scale tactical operations, and other temporary perimeter security situations).
- a. Upon reasonable suspicion or probable cause that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the Chief of Police, or his designee, must report its use, in writing, to the State's Attorney.
 - b. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - c. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security, or a similar State or County agency, determines that credible intelligence indicates there is a risk.
- 6.3. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.
- 6.4. All uses of the sUAS will be documented on a form or database. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

7. ACCIDENT REPORTING

- 7.1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
- 7.1.1. Serious injury to any person or loss of consciousness.
 - 7.1.2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- 7.2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:

- 7.2.1. Name and contact information for operators and witnesses.
- 7.2.2. Type of operation.
- 7.2.3. Type of device and registration number/certificate.
- 7.2.4. Event location and incident details.
- 7.2.5. Evidence collection such as photos, video, and device confiscation, if necessary.
- 7.3. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at:
https://www.faa.gov/uas/report_accident/.

8. RESTRICTIONS

- 8.1. The sUAS will not be used to:
 - 8.1.1. Conduct random surveillance activities or requests for information.
 - 8.1.2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - 8.1.3. Harass, intimidate or discriminate against any individual or group.
 - 8.1.4. Conduct personal business of any type.
 - 8.1.5. Any situation outside what is specified in Section 6.
- 8.2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 8.2.1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation. This is covered in Section 5.2.5.
 - 8.2.2. Keep the sUAS in visual line of sight.
 - 8.2.3. Fly during day or twilight hours.
 - 8.2.4. Fly at or below 400 feet above ground level.
 - 8.2.5. Fly at or below 100 mph.
 - 8.2.6. Yield right of way to manned aircraft.
 - 8.2.7. Must not fly directly over people.
 - 8.2.8. Must not fly from a moving vehicle, except in rural areas.

- 8.2.9. During a lifesaving or other emergency situation, deviations from policy are permitted upon supervisory approval and proper after action reporting.
- 8.3. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- 8.4. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

9. PRIVACY CONSIDERATIONS

- 9.1. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- 9.2. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

10. DOCUMENTATION, SECURITY AND RETENTION

- 10.1. Documentation
 - 10.1.1. Except in emergency situations, requests to deploy a sUAS flight shall be submitted in writing to the sUAS Program Coordinator, or his/her designee. During an emergency situation where an official written request was not practical prior to use, a memorandum outlining the reason for use of the sUAS shall be submitted to the sUAS Program Coordinator as soon as practical.
 - 10.1.2. The PIC shall complete a case report for any incident involving a sUAS. The case report shall include the following information:
 - a. Name of person authorizing deployment.
 - b. Name and contact information for PIC(s), visual observer(s) and witness(es).
 - c. Type of operation.
 - d. Type of device and registration number/certificate.
 - e. Event location and incident details and

- f. Evidence collection and submission information such as photos, video, and device confiscation, if necessary.

10.1.3. At the conclusion of each deployment, all recordings shall be securely downloaded and proper evidence procedures shall be followed (See General Order 83.1 - Evidence Collection and Preservation).

10.2. Security

10.2.1. Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handing of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

10.2.2. All recordings are considered investigative property of the River Forest Police Department.

10.2.3. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner any sUAS recordings without written approval from the Chief of Police, or his/her designee, or the Village Attorney, with the exception of the initial submission into evidence.

10.2.4. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for formal investigation or disciplinary action.

10.2.5. The disclosure of information gathered by the sUAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

10.3. Retention

10.3.1. The Records Supervisor shall ensure sUAS recordings are addressed in the Department retention schedule that is currently approved by the Illinois Local Records Commission pursuant to the State of Illinois Local Records Act (50ILCS 205 1/9).

10.3.2. All information shall follow evidence retention and destruction procedures as outlined in General Order 84.1 - Property and Evidence Control.

- a. Pursuant to 725 ILCS 167/20, within 30 days of the recording, the Department shall destroy all information gathered by the sUAS, except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

- b. Additional exceptions may include recordings designated for training of personnel, used for community outreach, or designated for Department use for marketing and promotional purposes.
- c. The Property Custodian, in cooperation with the Records Supervisor, shall ensure proper destruction of all recordings determined to not have evidentiary value within 30 days of such determination.

11. INFORMATION FROM PRIVATE DRONES

- 11.1. The Department may use, or direct the acquisition of, information from private drones only for the purpose of undertaking the tasks otherwise approved for Department sUAS use by this general order.
- 11.2. Private parties may voluntarily submit information acquired by the privately owned sUAS to the Department.
- 11.3. Information from private sUAS devices, when obtained by the Department, shall be treated with the same reporting, security and retention regulations as information obtained from a Department sUAS.

12. ORDER HISTORY

Issued as General Order 47.3

Small Unmanned Aircraft System (sUAS)

May 12, 2021

Approved by:



James O'Shea
Chief of Police

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Office of the Police Department Administrative Assistant supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Office of the Police Department Administrative Assistant supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Public Safety Video Surveillance System

333.1 PURPOSE AND SCOPE

This policy provides guidance for the placement and monitoring of department public safety video surveillance, as well as the storage and release of the captured images.

This policy only applies to overt, marked public safety video surveillance systems operated by the Department. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Department.

333.2 POLICY

The Rock Falls Police Department operates a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist City officials in providing services to the community.

Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

333.3 OPERATIONAL GUIDELINES

Only department-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists. The Chief of Police or the authorized designee shall approve all proposed locations for the use of video surveillance technology and should consult with and be guided by legal counsel as necessary in making such determinations.

333.3.1 PLACEMENT AND MONITORING

Camera placement will be guided by the underlying purpose or strategy associated with the overall video surveillance plan. As appropriate, the Chief of Police should confer with other affected City divisions and designated community groups when evaluating camera placement. Environmental factors, including lighting, location of buildings, presence of vegetation or other obstructions, should also be evaluated when determining placement.

Cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public safety video surveillance system may be useful for the following purposes:

- (a) To prevent, deter and identify criminal activity.
- (b) To target identified areas of gang and narcotics complaints or activity.
- (c) To respond to critical incidents.

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- (d) To assist in identifying, apprehending and prosecuting offenders.
- (e) To document officer and offender conduct during interactions to safeguard the rights of the public and officers.
- (f) To augment resources in a cost-effective manner.
- (g) To monitor pedestrian and vehicle traffic activity.

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to monitors installed in the Shift Sergeant's office and Dispatch. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding officers in a timely manner. The Shift Sergeant or trained Dispatch personnel are authorized to adjust the cameras to more effectively view a particular area for any legitimate public safety purpose.

The Chief of Police may authorize video feeds from the public safety video surveillance system to be forwarded to a specified location for monitoring by other than police personnel, such as allied government agencies, road or traffic crews, or fire or emergency operations personnel.

Unauthorized recording, viewing, reproduction, dissemination or retention is prohibited.

333.3.2 CAMERA MARKINGS

All public areas monitored by public safety surveillance equipment shall be marked in a conspicuous manner with appropriate signs to inform the public that the area is under police surveillance. Signs should be well lit, placed appropriately and without obstruction to ensure visibility.

333.3.3 INTEGRATION WITH OTHER TECHNOLOGY

The Department may elect to integrate its public safety video surveillance system with other technology to enhance available information. Systems such as gunshot detection, incident mapping, crime analysis, license plate recognition, facial recognition and other video-based analytical systems may be considered based upon availability and the nature of department strategy.

The Department should evaluate the availability and propriety of networking or otherwise collaborating with appropriate private sector entities and should evaluate whether the use of certain camera systems, such as pan-tilt-zoom systems and video enhancement or other analytical technology, requires additional safeguards.

333.4 VIDEO SUPERVISION

Supervisors should monitor video surveillance access and usage to ensure members are within department policy and applicable laws. Supervisors should ensure such use and access is appropriately documented.

333.4.1 VIDEO LOG

A log should be maintained at all locations where video surveillance monitors are located. The log should be used to document all persons not assigned to the monitoring locations who have

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been given access to view or monitor images provided by the video surveillance cameras. The logs should, at a minimum, record the:

- (a) Date and time access was given.
- (b) Name and agency of the person being given access to the images.
- (c) Name of person authorizing access.
- (d) Identifiable portion of images viewed.

333.4.2 PROHIBITED ACTIVITY

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

Public safety video surveillance equipment shall not be used in an unequal or discriminatory manner and shall not target individuals or groups based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.

Video surveillance equipment shall not be used to harass, intimidate, or discriminate against any individual or group.

333.5 STORAGE AND RETENTION OF MEDIA

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented.

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule.

333.5.1 EVIDENTIARY INTEGRITY

All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

333.6 RELEASE OF VIDEO IMAGES

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Rock Falls Police Department.

Requests for recorded video images from the public or the media shall be processed in the same manner as requests for department public records.

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Requests for recorded images from other law enforcement agencies shall be referred to the Shift Sergeant for release in accordance with a specific and legitimate law enforcement purpose.

Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established department subpoena process.

333.7 VIDEO SURVEILLANCE AUDIT

The Chief of Police or the authorized designee will conduct an annual review of the public safety video surveillance system. The review should include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy.

The results of each review shall be appropriately documented and maintained by the Chief of Police or the authorized designee and other applicable advisory bodies. Any recommendations for training or policy should be promptly addressed.

333.8 TRAINING

All department members authorized to operate or access public video surveillance systems shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.

333.9 DRONE USE

The Rock Falls Police Department may contract with outside law enforcement agencies to use drone technology on an as-needed basis. Drone technology will be utilized only in accordance with the applicable Illinois law(s) governing use of drone technology by law enforcement.

Standard Operations Procedural Manual

Chapter: 5.39

Subject: Unmanned Aircraft Vehicle/System (Drones) Civil Rights Protection Policy

I. Purpose

The purpose of this directive is to establish policy and procedure for the use of Unmanned Aircraft Vehicle/System (Drones) by the deputies of the Rock Island County Sheriff's Office. This policy will be reviewed every three (3) years by the UAS (Unmanned Aircraft System) Working Group which consist of The Rock Island County Sheriff's Office Command Staff and the Rock Island County States Attorney Office.

II. Definitions

1. "Unmanned Aircraft Vehicle" ("UAV") means an unmanned aircraft that is operated without the possibility of direct human intervention from within or on the aircraft. This definition excludes remotely-controlled model aircraft flown for recreational or sports purposes.
2. "Unmanned Aircraft System" ("UAS") means an unmanned aircraft vehicle and associated elements (including communication links and the components that control the UAV) that are required for the pilot in command to operate safely and efficiently in the national airspace system.
3. "Image" means a record of thermal, infrared, ultraviolet, visible light or other electromagnetic waves; sound waves; odors; or other physical phenomena which captures conditions existing on or about real property or an individual located on that property.
4. "Imaging Device" means a mechanical, digital, or electronic viewing device; still camera; camcorder; motion picture camera; or any other instrument, equipment, or format capable of recording, storing or transmitting an image.

III. Prohibited Use

1. Persons are prohibited from using an UAV/UAS to intentionally or surreptitiously film, audiotape, record, or intrude, physically or otherwise, upon the solitude or seclusion of another or his private affairs or concerns, if the intrusion would be highly offensive to a reasonable person and is without consent.
2. Persons are prohibited from using an UAV/UAS to appropriate the commercial value of a person's identity by displaying, distributing, selling, or otherwise using, without consent, the person's image, recording, or other indicia of identity for commercial purposes.

3. Persons are prohibited from outfitting an UAV/UAS with a weapon and flying that UAV/UAS over the private property of another individual or entity without express permission if such flight is conducted with the intent to threaten or intimidate the other individual(s).

IV. Prohibited Use by Sheriff's Office Personnel

1. No Sheriff's Office employee shall use an UAV UAS to search or investigate any area where an individual has a reasonable expectation of privacy without the individual's consent and in the absence of a valid search warrant.
 - a. Any county employee who violates this section shall be subject to disciplinary action pursuant to departmental policy and regulations or as the Sheriff directs.

V. Exceptions and Non Applicability

1. It is lawful to use an UAV UAS within the Sheriff's Office to photograph, film, audiotape, or otherwise record an individual or individuals acting on private property
 - a. If the image is captured by the Sheriff's Office or an individual or entity under contract with the Sheriff's Office for the purposes of resource management;
 - b. If the image is made for the monitoring, operation and maintenance of utilities, telecommunication, or transportation infrastructure for the purpose of maintaining the reliability and integrity of the utility, telecommunication, or transportation system or to determine if repairs to the system are necessary;
 - c. If law enforcement is using the UAV/UAS to execute a valid search warrant;
 - d. If law enforcement is in hot pursuit of a suspect;
 - e. If law enforcement is acting under exigent circumstances, such that a search warrant would not be required;
 - f. If the UAV/UAS is being used to document a crime scene where a felony offense has been committed;
 - g. If the UAV/UAS is being used to document an accident scene as part of an investigation;
 - h. If the UAV/UAS is being used to conduct a search for a lost, missing or abducted person;
 - i. If the image is made for an artistic or journalistic purpose;
 - j. If the image is made over a public or private event with the expressed written consent of the event organizer and attendees are notified that a recording may occur;
 - k. If the UAV/UAS is being used by the fire department in response to an emergency or for search and rescue;
 - l. If the UAV/UAS is being used by a person or an entity engaged in a business or profession licensed by the state, or by an agent, employee or contractor thereof to perform reasonable tasks within the scope of practice or activities permitted under such person's or entity's license. However, this exception does not apply to a profession in which the licensee's authorized scope of practice includes obtaining

information about the identity, habits, conduct, movements whereabouts, affiliations, associations, transactions, reputation, or character of any society, person, or group of persons;

- m. If the UAV/UAS is being used for aerial mapping in compliance with Federal Aviation Administration regulations;
- n. If the UAV/UAS is being used to deliver cargo in compliance with Federal Aviation Administration regulations;
- o. If the UAV/UAS captures video or pictures during a hostage negotiation and/or other incident affecting law enforcement.

VI. Privacy

1. Collection and Use: The Sheriff's Office shall only collect information using UAV UAS to the extent that such collection or use is consistent with and relevant to an authorized purpose of the Sheriff's Office.
2. Retention: Information collected using UAV/UAS that may contain personally identifiable Information (PII) shall not be retained for more than 90 days from recording unless retention of the information is determined to be necessary to an authorized mission of the Sheriff's Office, is maintained in a system of records covered by the Privacy Act, or is required to be retained for a longer period by any other applicable law or regulation.
3. Dissemination: UAV/UAS collected information that is not maintained in a system of records covered by the Privacy Act shall not be disseminated outside of the Sheriff's Office unless dissemination is required by law, or fulfills an authorized purpose and complies with Sheriff's Office requirements.

VII. Civil Rights and Civil Liberties Protections

1. Ensure that policies are in place to prohibit the collection, use, retention or dissemination of data in any manner that would violate the First Amendment or in any manner that would discriminate against persons based on race, color, sex, age, national origin, religion, genetic information, marital status, sexual orientation, disability or gender identity or expression.
2. Ensure that UAV/UAS activities are performed in a manner consistent with the United States Constitution, the Constitution of the State of Illinois, Illinois state law and all Sheriff's Office policies and ordinances.
3. Ensure that adequate procedures are in place to receive, investigate and address, as appropriate, privacy, civil rights and civil liberties complaints. Refer to the Rock Island County Sheriff's Office Standard Operating and Procedure Manual, Chapter 3.6 section IX, for the complaint process.

VIII. Accountability

1. Ensure that oversight procedures for Sheriff's Office UAV UAS use, including audits or assessments, comply with existing city policies and ordinances.

2. Verify the existence of rules of conduct and training for Sheriff's Office personnel and contractors who work on UAV/UAS programs, and procedures for reporting suspected cases of misuse or abuse of UAV/UAS technologies.
3. Establish policies and procedures, or confirm that policies and procedures are in place, that provides meaningful oversight of individuals who have access to sensitive information (including personally identifiable information) collected using UAV/UAS.
4. Ensure that any data-sharing agreements or policies, data use policies, and record management policies applicable to UAV/UAS conform to applicable laws, regulations and policies.
5. Establish policies and procedures, or confirm that policies and procedures are in place, to authorize the use of UAV/UAS in response to a request for UAV/UAS assistance in support of federal, state, local, tribal government operations.

IX. Transparency

1. Keep the public informed about the Sheriff's Office's UAV UAS program as well as changes that would significantly affect privacy, civil rights, or civil liberties. Information will be provided via the public request process.
2. Make available to the public, on an annual basis, a general summary of the Sheriff's Office's UAV/UAS operations during the previous fiscal year, to include a brief description of types or categories of missions flown, and the number of times the Sheriff's Office provided assistance to other entities.

Unmanned Aircraft Systems

RVC Administrative Procedure (2:10.010)

Contents

Unmanned Aircraft Systems, including Model Aircraft and Drones... **Error! Bookmark not defined.**

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A. Purpose

The operation of Unmanned Aircraft Systems (UAS) and Model Aircraft is regulated by the Federal Aviation Administration (FAA) and as well as relevant state laws and local ordinances. Rock Valley College is establishing procedures necessary to ensure compliance with these legal obligations and to reduce any risk to safety, security and privacy.

B. Department and Primary Point of Contact Involved

Scope

This procedure applies to:

1. Rock Valley College employees and students operating unmanned aircraft systems in any location as part of their College employment or as part of College activities;
2. Operation by any person of unmanned aircraft system or model aircraft on or above Rock Valley College property within 400 feet of the ground surface;
3. Hiring for or contracting for any unmanned aircraft services by a College department.

Responsibilities

1. For following procedure: Employees and students as applicable.
2. For procedure development, documentation, and implementation: Director of Environmental Health and Safety and Compliance in conjunction with the Safety Committee and

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Rock Valley College Police Chief, the Rock Valley College Chief Operations Officer and other stake holders such as Athletics, Communications, and Physical Plant.

3. For enforcement of procedure: Campus Police and the Chief Operations Officer.

C. Definitions

Rock Valley College Property – Buildings, grounds, and land that are owned by Rock Valley College or controlled by Rock Valley College via leases or other formal contractual arrangements to house ongoing College operations.

Unmanned Aircraft Systems (UAS) – According to the FAA, a UAS is the unmanned aircraft and all the associated support equipment, control station, data links, telemetry, communications and navigation equipment necessary to operate the unmanned aircraft. Unmanned aircraft include quadcopters, multi-rotors, helicopters, drones, and fixed-wing models if these aircraft are used for any purpose other than recreation. FAA regulations apply to UAS regardless of size or weight, however, unmanned aircraft weighing less than 250 grams are not required to be registered with the FAA. Model aircraft and rockets, balloons, kites, and gliders that are not “capable of sustained flight in the air” are not regulated as unmanned aircraft, however, other FAA regulations may apply (e.g. FAR Part 107).

Model Aircraft – Model aircraft are defined by the FAA remotely-piloted aircraft weighing less than 55 pounds and operated solely for recreation. The FAA allows students to use model aircraft for coursework, research projects, contests, and recreation, provided that faculty involvement is only incidental. Model Aircraft must follow all applicable FAA rules as well as safety guidelines from the Academy of Model Aeronautics (AMA) or equivalent FAA-recognized Community-Based Organization (CBO). Model aircraft operations that occur on Rock Valley College property, utilize College resources, or that are part of College business (e.g., outreach) are additionally subject to the provisions of this procedure document.

D. Procedures

Rock Valley College employees and students must comply with relevant federal, state, and local laws and regulations pertaining to the operation of Unmanned Aircraft Systems (UAS). It is recognized that the risks associated with UAS operations generally increase with aircraft weight and with proximity to congested areas. Some UAS operations may therefore require additional safety measures, procedure considerations, and insurance provisions, or in more extreme cases, may only be conducted by third parties with suitable qualifications, equipment, and insurance.

1. All members of the College community are personally responsible for complying with FAA regulations, state and federal laws, and Rock Valley College policies, including but not limited to the [FAA Small Unmanned Aircraft Rule \(Part 107\)](#).

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2. Operational UAS weight restrictions for college employees and students operating as part of their College employment or as part of College activities:

- a. **Research and educational use:** under 55lb as regulated by the FAA
- b. **Any other purpose than research or education:** under 10lb as mandated by Rock Valley College's insurance carrier.

3. Any UAS operator who intends to operate a UAS on Rock Valley College property or in affiliation with Rock Valley College must first receive written permission from the Director of Environmental Health and Safety and Compliance and/or the Rock Valley College Police Chief.

Operators can apply for authority by completing an RVC Event Form and submitting it to the RVC Event Coordinator to be approved by the Director of EHS and RVC Police Chief.

a. Operators must show the following in order to be granted permission:

- i. **Any individual operating the UAS as part of their College employment or as part of College activities:** Evidence of Remote Pilot's License

- ii. **For UASs weighing more than 250 grams:** evidence of registration as per FAA requirements

- iii. **Third parties, including student hobbyists:** proof of liability insurance of no less than \$1M for UAS operations. Individuals can purchase coverage through the [Academy of Model Aeronautics \[link to AMA web page\]](#)

b. Director of environmental Health and Safety and Compliance and/or the Chief of Police reserves the right to deny any operator the authority to operate a UAS on Rock Valley College property or in affiliation with Rock Valley College

- i. Operators who feel they may have been unfairly denied authority to operate a UAS may appeal the decision to the President of Rock Valley College.

c. Operators must carry written evidence of permission at all times while operating a UAS.

4. As per FAA guidance, UAS operations are mapped to a risk matrix with safety measures and approval requirements commensurate with the level of risk.

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Risk Matrix for UAS Operations at Rock Valley College

UAS Weight Class	< 250 g (.55lb)	250 g to 4.5 kg, (.55lb - 10lb)	4.5kg to 25kg, (10lb - 55lb)
RVC far NW Property	Low	Medium-Low	Medium
Athletic Fields or Indoors (PEC)	Med-Low	Medium	Med-High
Main Campus (walkways, in between buildings)	Medium	Med-High	High

The risk matrix above assumes the specified areas above are outdoors.

The risk matrix above assumes that the specified areas are unoccupied or nearly unoccupied at the time of the UAS operation. Generally, UAS should not be operated near crowds such as sporting events, tours, concerts, or graduation. Operations over property not owned by Rock Valley College should be mapped to the campus risk matrix as closely as possible when assessing the need for permissions and additional safety measures.

Generally, faculty and staff who have received authority to operate may operate UAS and directly supervise students operating UAS in the Low and Med-Low categories of the risk matrix.

UAS operations in the Medium and higher risk categories will be reviewed by the UAS review Committee (consisting of the Director of EHS, RVC Risk Coordinator, RVC Police Chief). These measures could include, for example, a tether, a netted enclosure, or test flights demonstrating safe outcomes if the UAS experiences loss of power, a lost communication link, or lost GPS signal.

It is anticipated that some operations, especially those in the **High-risk** category, may not be permitted by Rock Valley College.

5. Any College employee, student, or unit providing a College-owned UAS to a third party for any purposes other than research or education, regardless if a fee is charged, needs first to receive approval through the Department of Environmental Health and Safety and Risk Management.

6. In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable precautions to avoid areas normally considered to be private. UASs should not enter onto, overfly, survey, or create

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a nuisance on any other private property except with written permission from the landowner.

7. RVC does not allow operation of UAS inside any RVC owned, leased or controlled property. RVC reserves the right for RVC owned or contracted UAS to operate indoors after receiving permission from the COO or President of the College for promotional purposes.

8. Use of UAS must comply with any other applicable College policies.

E. Related Documents

[FAA Small Unmanned Aircraft Rule \(Part 107\)](#)

[Academy of Model Aeronautics \[link to AMA web page\]](#)

Last Reviewed Date: 01/04/2024

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Approved by: Rick Jenks

Review Cycle: Yearly

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

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Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.9 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



ROCKFORD POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 2.52

TITLE: SMALL UNMANNED AIRCRAFT SYSTEMS

SERIES NUMBER: 2-OPR

SERIES TITLE: OPERATIONS

TOPICS / REFERENCE:

APPENDICES: A, B, C

ORIGINAL EFFECTIVE / ISSUE DATE: JANUARY 24, 2018

DATE OF LAST REVISION: AUGUST 29, 2018

THIS ORDER REMAINS IN EFFECT UNTIL REVISED FOR RESCINDED

POLICY:

It is the policy of this department that duly trained and authorized agency personnel may deploy sUAS when such use is appropriate in the performance of their official duties, and where deployment and use, and the collection and use of any audio/video recordings or other data originating from or generated by the sUAS, comport with the policy provisions provided herein and applicable law, including [\(725 ILCS 167/\)](#) Freedom from Drone Surveillance Act.

PURPOSE:

This policy is intended to provide personnel who are assigned responsibilities associated with the deployment and use of small unmanned aircraft systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with law.

This Order is comprised of the following numbered section:

- I. DEFINITIONS**
- II. PROCEDURES**

APPENDICES:

- A. [Drone Pre-Flight Checklist](#)**
- B. [Law Enforcement Guidance for Suspected Unauthorized UAS Operations](#)**
- C. [Basic Law Enforcement Response D.R.O.N.E. Reference Card](#)**

I. DEFINITIONS:

- A. **Digital Multimedia Evidence (DME):** Digital recording of images, sounds, and associated data.
- B. **Model Aircraft:** A remote controlled aircraft used by hobbyists that is built, produced, manufactured, and operated for the purposes of sport, recreation, and/or competition.
- C. **Unmanned Aircraft (UA) or Unmanned Aerial Vehicle (UAV):** An aircraft that is intended to navigate in the air without an on-board pilot. Also alternatively called Remotely Piloted Aircraft (RPA), Remotely Operated Vehicle (ROV), or Drone.
- D. **Unmanned Aircraft System (UAS):** A system that includes the necessary equipment, network, and personnel to control an unmanned aircraft.
- E. **Small Unmanned Aircraft Systems (sUAS):** UAS systems that utilize UAVs weighing less than 55 pounds and are consistent with Federal Aviation Administration (FAA) regulations governing model aircraft.
- F. **UAS Flight Crewmember:** A pilot, visual observer, payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.
- G. **Unmanned Aircraft Pilot:** A person exercising control over a UA/UAV/UAS during flight.
- H. **Remote Pilot in Command (PIC):** A properly FAA Part 107 licensed person exercising control and final authority over a UAS during flight.
- I. **UAS Flight Crewmember:** A pilot, visual observer (VO), payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.
- J. **Sensor System Operator:** A visual observer who is also trained on the operation of an airborne sensor system, or imaging device, and interpretation of the image/data produced by that sensor
- K. **Uncontrolled Airspace:** Airspace where Air Traffic Control (ATC) services are not provided (Class G airspace).
- L. **Controlled Airspace:** Airspace where ATC services are provided (Class A, B, C, D, E). Airspace that is under direct control of ATC, except for Class E.
- M. **Image:** A record of thermal, infrared, ultraviolet, visible light, or other electromagnetic waves; sound waves; odors; or other physical phenomena which captures conditions existing on or about real property or an individual located on that property.
- N. **Surveillance:** With respect to an owner, tenant, occupant, invitee, or licensee of privately owned real property, the observation of such persons with sufficient visual clarity to be able to obtain information about their

identity, habits, conduct, movements, or whereabouts; or with respect to privately owned real property, the observation of such property's physical improvements with sufficient visual clarity to be able to determine unique identifying features or its occupancy by one or more persons.

II. PROCEDURES:

A. Administration: All deployments of sUAS must be specifically authorized by the chief of police, or authorized supervisory personnel. This agency has adopted the use of sUAS to provide an aerial visual perspective in responding to emergency situations and exigent circumstances, and for the following objectives:

1. ***Situational Awareness / Disaster Response:*** To assist decision makers (e.g., incident command staff; first responders; city, county, and state officials) in understanding the nature, scale, and scope of an incident—and for planning and coordinating an effective response.
2. ***Search and Rescue:*** To assist missing person investigations, AMBER Alerts, Silver Alerts, and other search and rescue missions.
3. ***Tactical Deployment:*** To support the tactical deployment of officers and equipment in emergency situations (e.g., incidents involving hostages and barricades, support for large-scale tactical operations, and other temporary perimeter security situations).
4. ***Visual Perspective:*** To provide an aerial visual perspective to assist officers in providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.
5. ***Scene Documentation:*** To document a crime scene, accident scene, or other major incident scene (e.g., disaster management, incident response, large-scale forensic scene investigation).
6. ***Terrorism Response:*** To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is such a risk.
7. ***Imminent danger to life or serious damage to property:*** If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent danger to life or serious damage to property, to forestall the imminent escape of a suspect or the destruction of evidence.
*The use of a drone under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph (3), the chief executive officer of the law enforcement agency must report in writing the use of a drone to the local State's Attorney.

The following missions require a search warrant signed by a judge authorizing the use of the sUAS:

1. ***Surveillance.***
2. ***Thermal search*** of a residence for evidence of illegal activity within.
3. ***Recording an image or images of privately owned real property, or of the owner, tenant, occupant,*** invitee, or licensee of such property with the intent to conduct surveillance on the individual or property captured in the image in violation of such person's reasonable expectation of privacy without his or her written consent. For purposes of this section, a person is presumed to have a reasonable expectation of privacy on his or her privately owned real property if he or she is not observable by persons located at ground level in a place where they have a legal right to be, regardless of whether he or she is observable from the air with the use of a drone.

B. General Procedures for sUAS Use

1. The agency must obtain applicable authorizations, permits, or certificates required by the Federal Aviation Administration (FAA) prior to deploying or operating the sUAS, and these authorizations, permits, and certificates shall be maintained and current.
2. The sUAS will be operated only by personnel (pilots and crew members) who have been trained and certified in the operation of the system. There must be at least one Visual Observer for any law enforcement or public safety related missions.
3. Notification must be made to the Control Tower at KRFD prior to any flight activities (815-484-5312, ext. 55326). The FAA sUAS facility map will be used to check airspace restrictions. Smart phone applications such as AIRMAP or UAV FORECAST can be used to supplement the facility maps.
4. The sUAS-certified personnel shall utilize a pre-flight checklist to inspect and test sUAS equipment prior to each deployment, to verify the proper functioning of all equipment and the airworthiness of the device. [\(see Appendix A\)](#)

5. The sUAS equipment is the responsibility of individual officers and will be used with reasonable care to ensure proper functioning. Equipment malfunctions shall be brought to the attention of the officer's supervisor as soon as possible so that an appropriate repair can be made or a replacement unit can be procured.
6. The sUAS equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the agency.
7. All flights will be documented on a form or database designed for that purpose, and all flight time shall be accurately recorded. In addition, each deployment of the sUAS shall include information regarding the reason for the flight; the time, date, and location of the flight; the names of the supervisor approving the deployment and the officers assigned; and a summary of the activities covered, actions taken, or outcomes from the deployment.
8. Except for those instances where officer safety or investigation could be jeopardized—and where reasonably possible and practical, supervisors should consider notifying the public.
9. Where there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectations of privacy, the agency will obtain a search warrant prior to conducting the flight.

C. Restrictions on Using the sUAS

1. The sUAS shall be deployed and used only to support official law enforcement and public safety missions, or training for such missions.
2. The sUAS shall not be operated in an unsafe manner or in violation of FAA rules.
3. The sUAS shall not be equipped with weapons of any kind.
4. The sUAS shall weigh less than 55 lbs, be properly registered with the FAA, and have proper FAA registration markings. The sUAS must have functioning position lights if it is to be flown within twilight hours, and have a maximum groundspeed of 100 MPH.
5. Wind speed must be within limits published by the UAS Manufacturer, with no severe weather or thunderstorms within 5 miles.

6. Visual line-of-sight (VLOS) only; the unmanned aircraft must remain within VLOS of the remote pilot in command and the person manipulating the flight controls of the small UAS. The UAS must also remain within VLOS of the visual observer. At all times the small unmanned aircraft must remain close enough to the remote PIC to be capable of seeing the aircraft with vision unaided by any device other than corrective lenses.
7. Flight over persons: The UAS may not operate over any persons not directly participating in the operation, not under a covered structure, and not inside a covered stationary vehicle.
8. Altitudes: Maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure must yield right of way to other aircraft.
9. The PIC cannot act as a remote pilot in command or VO for more than one unmanned aircraft operation at one time.
10. No operations from a moving aircraft.
11. No operations from a moving vehicle unless the operation is over a sparsely populated area.
12. Manned aircraft: No flight will be conducted in the same area as manned public safety aircraft unless two way communication has been established between the sUAS PIC or VO and the manned aircraft PIC or aircrew. Joint operations will only be conducted if all crews are in agreement. Part of the joint mission planning will be lost communication and/or visual contact responses for both PICs. If there is any dispute, the UAS PIC will defer to the manned aircraft while that aircraft is working in the area. UAS and manned aircraft will keep altitude separation of at least 500 feet vertically. It is preferred that the two aircraft will also remain separated laterally with different geographic operational areas.

D. Additional Regulations for operation under FAA 14 CFR 107.29 Daylight Operation COA.

-Altitude & Distance:

1. The Maximum flight (deck) altitude will be 200 feet AGL
2. Distance of Operation will not exceed 300 ft.

-Operations: All operations will be conducted by a Remote Pilot in Command (PIC) and a Visual Observer

1. The PIC will be FAA 107A Certified

2. The PIC and Visual Observer must be able to be in visual and verbal communication **without** the use of a radio or cellphone at all times.

-Aircraft and Scene Lighting:

1. Anti-Collision Lights (Red & Green) with a 3 SM Visibility will be used on the aircraft.
2. The aircraft will also be equipped with Strobe Cree LED Anti-Collision Lights
3. Surface Area of the operations will be as well-lit as possible.

- Pre-Flight Operations:

1. PIC and Visual Observer will walk the area of the planned operation to look for any obstructions.
2. Optimal Surface Area Lighting of the area of operation will be used.

Operation Requirements:

1. Maximum altitude will be set in flight controls.
2. Visual line of site will be maintained at all times.
3. In the event the PIC or Visual Observer lose sight of the aircraft for more than 10 seconds, immediate Return to Home (RTH) Procedures will be initiated
4. If a manned aircraft entered the area the unmanned aircraft will immediately initiate Return to Home (RTH) procedures.
5. If another unmanned aircraft (sUAS) enters the area of operation the RPD aircraft will immediately initiate Return to Home (RTH) procedures. Operation will resume once airspace is clear.

E. Additional Risk Mitigations for Operation in Class D Airspace surrounding KRFD:

1. Remote Pilot will carry a copy of the sUAS Facility Map and refer to it before each operation to ensure compliance with altitude restrictions for current area of operation.
2. Remote Pilot will additionally check an electronic source (Airmap or alternative) to further confirm altitude restrictions for current area of operation.
3. Maximum altitude will be set in the control application to ensure that the flight cannot unintentionally exceed the AGL altitude limitation for that specific area of operation.
4. Distance of the sUAS from the Remote PIC will be set in the control application and limited to 300 feet. By limiting the operating range of the sUAS, the amount

of airspace that needs to be monitored by the Remote PIC for possible manned aircraft will be reduced accordingly and the entire area of operation can be monitored more closely.

5. The DJI Inspire/1 and DJI Phantom used for these operations both implement geo-fencing that will further ensure that the sUAS does not encroach beyond the requested operating area.
6. In the event that a manned aircraft enters the area of the operation, the Remote PIC will land the sUAS immediately at the closest safe location, which will typically be immediately below the current flight location. The Remote PIC will have discretion to land at an alternate location if in their judgement this provides the best option for avoiding the manned aircraft.

F. Aircraft Maintenance: Any UAS utilized by the department must be properly maintained.

1. sUAS maintenance logs will be kept with each aircraft.
2. The logs will be maintained by the sUAS Pilots. The maintenance logs will be reviewed at least twice a year by the sUAS Supervisor.
3. The sUAS Supervisor will conduct an airworthiness inspection of each aircraft at that time as well.
4. Any manufacturer recommendations that effect flight safety must be completed before the aircraft is used on a subsequent flight, including training if applicable.
5. Any damage to the sUAS will be documented in an Officer's Report and submitted to the sUAS Supervisor so maintenance can be scheduled and a hazard assessment completed to prevent future damage.
6. The sUAS Supervisor will schedule and perform required periodic maintenance as required by the manufacturer.

F. DME Retention and Management

1. All DME shall be handled in accordance with existing policy on data and record retention, where applicable.

2. All DME shall be securely downloaded at the completion of each mission. The sUAS-certified operators will record information for each file that shall include the date, time, location, and case reference numbers or other mission identifiers—and identify the sUAS personnel involved in mission.
3. Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner sUAS DME without prior written authorization and approval of the Chief of Police or his or her designee.
4. All access to sUAS DME must be specifically authorized by the Chief of Police or his or her designee, and all access is to be audited to ensure that only authorized users are accessing the data for legitimate and authorized purposes.
5. Files should be securely stored in accordance with agency policy and state records retention laws and retained no longer than necessary for purposes of training or for use in an investigation or prosecution.

G. sUAS Supervision and Reporting.

1. sUAS supervisory personnel shall manage all deployments and uses of sUAS to ensure that officers equipped with sUAS devices utilize them in accordance with policy and procedures defined herein.
2. An authorized sUAS supervisor or administrator will audit flight documentation at regular intervals. The results of the audit will be documented. Any changes to the flight time counter will be documented.
3. The Chief of Police or sUAS Supervisor shall file an annual report with the Illinois Criminal Justice Information Authority by April 1 of each year, in accordance with the Illinois Freedom from Drone Surveillance Act.
4. A report will be made to the FAA within 10 days of any operation that results in at least serious injury, loss of consciousness, or property damage of at least \$500 (per 14 CFR § 107.9)

V. Patrol Response to UAS Calls for Service:

- A. UAS operations by private citizens and businesses will sometimes require law enforcement involvement due to public safety and privacy concerns. The following guidelines will apply when responding to a UAS related call for service. ([see Appendix B](#))

1. If the UAS weighs more than .55 pounds, ask the operator for the FAA registration number. That number should also be printed on the UAS somewhere.
2. Determine if the UAS is being operated for personal or a commercial purposes. Commercial use could be for direct payment or exchange of services, in support of a business, as part of a contract for service, etc. If the UAS is being used for a commercial purpose, ask for the operator's FAA UAS pilot license number.
3. Attempt to determine the altitude the UAS was being operated and the location it was flown. Ask if notification was made to Air Traffic Control.
4. Determine if the aircraft was flown over people other than the operator or anyone directly associated with the UAS operation.
5. Collect identification and contact information for the UAS operator, witnesses, and anyone else involved in the incident.
6. Record the model of UAS being flown and photograph it if possible.
7. Determine if video was being recorded during the flight.
8. Record if the operator is under the influence of alcohol or any other substance.
9. Generally an arrest will not be made on scene. The case will be forwarded for investigation and determination of appropriate charges. In some extreme cases, an arrest may be appropriate after consultation with the State's Attorney's Office.
10. Report incident to the FAA Regional Operations Center (Central Region) @ 817-222-5006, or 9-CSA-ROC@faa.gov. ([see Appendix C](#))

ALL GENERAL ORDERS REMAIN IN EFFECT UNTIL REVISED OR RESCINDED.

ANY MEMBER OF THE DEPARTMENT MAY, BY VIRTUE OF EXPERTISE OR POSITION OF FUNCTION, BE DESIGNATED TO AUTHOR OR PROVIDE SOURCE MATERIAL FOR A WRITTEN DIRECTIVE. THE OVERALL AUTHORITY TO ISSUE, MODIFY OR APPROVE WRITTEN DIRECTIVES IS DESIGNATED TO THE CHIEF OF POLICE. HOWEVER, AUTHORITY AND RESPONSIBILITY TO ISSUE DIRECTIVES IS DELEGATED TO THE FOLLOWING.

ALL GENERAL ORDERS ARE SCHEDULED TO BE REVIEWED ANNUALLY BY THE GENERAL ORDER REVIEW COMMITTEE AND WHEN NECESSARY, REVISED OR CANCELED IN ACCORDANCE WITH THE PROCEDURES FOR REVIEWING WRITTEN DIRECTIVES ESTABLISHED IN GENERAL ORDER 1.10 – WRITTEN DIRECTIVES.

ALL NEW AND REVISED GENERAL ORDERS SHALL BE APPROVED BY THE CHIEF OF POLICE BEFORE ISSUE/REISSUE.

ANY EMPLOYEE WITH SUGGESTIONS FOR REVISIONS AND/OR IMPROVEMENTS TO THIS ORDER ARE ENCOURAGED TO SUBMIT THEIR IDEAS TO THEIR RESPECTIVE DISTRICT COMMANDER OR BUREAU CHIEF.

BY ORDER OF

08/29/2018

Daniel G. O'Shea

Chief of Police

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.2 POLICY

It is the policy of the Rockton Police Department to utilize the UAS to enhance law enforcement operations, while exercising the utmost care to preserve the privacy and civil liberties of the public and adhere to Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The UAS shall not record or transmit images that could not be lawfully viewed or obtained by law enforcement officers in a helicopter or airplane, or that would be used in violation of established privacy laws specific to law enforcement use of manned aircraft. Among further restrictions that may apply and absent an emergency, no UAS shall transmit or record images of any area where a person would have a reasonable privacy interest (e.g., residence, yard, enclosure area) in a manner that would exceed the capacity of unassisted human vision at a distance of at least 400 feet.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the overall management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and current practices. Additional responsibilities include:

- Ensuring that required certificates of operation are kept current.
- Ensuring that all authorized operators have completed current department-approved training in UAS operation, applicable laws and policies.
- Facilitating law enforcement access to images and data captured by the UAS.
- Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.
- Recommending enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Chief of Police.
- Within 30 days of UAS use, destroying all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal

Unmanned Aerial System (UAS) Operations

activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

- Prohibiting the disclosure of information gathered by the UAS, except to another government agency, when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).
- Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Rockton Police Department (725 ILCS 167/35).

606.5 USE OF UAS

The UAS must be operated within the guidelines of the certificate of authorization issued to this department by the FAA. Only authorized operators who have completed the required training in the use and application of the UAS shall be permitted to operate the system.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

The Rockton Police Department may not use the UAS to gather information except (725 ILCS 167/15)

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.

Unmanned Aerial System

608.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

608.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

608.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

608.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

608.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

608.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

608.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

608.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

608.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

608.7 REPORTING

The Records Center supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

608.8 RETENTION OF UAS INFORMATION

The Records Center supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

608.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

608.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



ROSELLE, ILLINOIS

General Order

ROSELLE POLICE DEPARTMENT

Title: Small Unmanned Aircraft Systems (s. U.A.S.)		Number: 46K
Distribution Date: 2/9/23 (Rev. 8/18/23)		Page: 1 of 14
Distribution: ALL	Effective Date: 2/9/23	Rescinds: All Previous
Author: Sergeant Robert Gates		

I. PURPOSE

The purpose of this general order is to establish procedures which govern the operation of Department Owned Small Unmanned Aircraft Systems (sUAS) that require training and authorization for deployment.

II. POLICY

Small unmanned aerial systems will be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sUAS will be in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

III. DEFINITION

- A. **Disaster:** As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.
- B. **Drone Team Leader:** Sworn supervisor responsible for the day-to-day management and usage of the small, unmanned aircraft.
- C. **Federal Aviation Administration (FAA):** A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

- D. **Information:** As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- E. **Parade:** As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. *“Parade” does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.*
- F. **Public Health Emergency:** As defined in 20 ILCS 3305/1, the Illinois Emergency Management Agency Act, means an occurrence or imminent threat of an illness or health condition that: (a) is believed to be caused by any of the following: bioterrorism, the appearance of a novel or previously controlled or eradicated infectious agency or biological toxin, a natural disaster, a chemical attack or accidental release or a nuclear attack or accident and (b) poses a high probability of any of the following harms: a large number of deaths in the affected population, a large number of serious or long-term disabilities in the affected population or widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.
- G. **Public Safety Answering Point (PSAP):** As defined in 50 ILCS 750, the Emergency Telephone System Act, means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.
- H. **Remote Pilot in Command (RPIC)** – An unmanned aircraft crewmember exercising control over the sUAS during flight operations. The RPIC is responsible for, as the final authority as to the operation of the sUAS.
- I. **Routed Event:** Means a parade, walk, or race that (1) is hosted by the State of Illinois or a country, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. *“Routed Event” does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*
- J. **Small Unmanned Aircraft System (sUAS)** –A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.
- K. **Special Event:** For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. *A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

- a Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b Is outdoors and open to the public.
- c Has an estimated attendance of:
 - i 150 or more people in a unit of local government with a population that is less than 50,000.
 - ii 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 - iii 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.
 - iv 500 or more people in a unit of local government with a population that is 500,000 or more.
- L. **Temporary Flight Restrictions** – A restriction on an area of airspace due to the movement of government VIPs, special events, natural disasters, or other unusual events.
- M. **Visual Observer (VO)** – A unmanned aircraft crewmember designated by the Remote Pilot in Command who assists the safe operation of the sUAS and keeps the sUAS in the Visual Line of Sight (VLOS) during flight operations.
- N. **Freedom from Drone Surveillance Act (725 ILCS 167)** – Illinois statute which outlines the use and operation of Drones and required on a yearly basis the identification of agencies who utilize drones and number of drones owned by the agency.

IV. **PRIVACY**

- A. The use of sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. (I.E. private residence, enclosed yard, etc.). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during sUAS operations.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may

intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

V. PROCEDURE

- A. **Drone Team Leader** will be designated by the Chief of Police, they will be responsible for the management of the department's unmanned aircraft program. The Drone Team Leader will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:
1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
 2. Ensure all authorized remote pilots in command have completed all required Federal Aviation Administration (FAA), 14 CFR 107, and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
 3. Oversee submission and evaluation of requests to deploy a sUAS.
 4. Oversee protocol for conducting criminal investigations involving a sUAS, including documentation of time spent monitoring a subject.
 5. Implement a system for notification to the public and media outlets of sUAS deployment, when appropriate. (Everbridge, Facebook, Etc.)
 6. Develop an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures, and secure communications with air traffic control facilities.
 7. Oversee sUAS inspection, maintenance and record keeping protocol to ensure continuing airworthiness of sUAS, up to and including its overhaul or life limits.
 8. Oversee protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
 9. Develop protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
 10. Facilitate law enforcement access to images and data captured by the sUAS.

11. Recommend program enhancements, especially regarding safety, information security and training.
12. Ensure that established protocols are followed by monitoring and providing periodic program reports to the Deputy Chief of Patrol.
13. Conduct and document, annual audit of the program and flight documentation.

B. sUAS Pilot Responsibilities

1. Any authorized pilot must adhere to all the regulations of the FAA Part 107 requirements, the Illinois Freedom from Drone Surveillance Act (725 ILCS 167) all policies and directives from general orders and any special orders that have been issued.
2. Authorized sUAS pilots are solely responsible for the safety of the aircraft, the safety of the public and compliance for all applicable laws and regulations set forth by the Federal Aviation Administration, State of Illinois and policies of the Roselle Police Department.
3. All sUAS deployments will adhere to the operating procedures established by the FAA. These rules may change from time to time and adherence is the responsibility of the authorized aUAS authorized pilot. These rules are outlined but are not limited to:
 - a) Conduct a pre-flight check to ensure sUAS in condition for safe operation.
 - b) Keep the sUAS in visual line of sight
 - c) Fly at or below 400 feet above ground level or structure
 - d) Fly at or below 100 mph
 - e) Yield right of way to manned aircraft
 - f) Must not fly over people; and
 - g) Must not fly from a moving vehicle, except in rural areas
 - h) During an emergency situation, deviations from policy is permitted
4. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.

- a) The RPIC may request FAA waivers for immediate flight clearance utilizing FAA approved applications (LAANC) or software which has been authorized by the Drone Team Leader
- 5. Personnel shall notify the Drone Team Leader when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.
- 6. The RPIC shall conduct inspections on any aircraft they operate and assure it is operating within the manufacturer's specifications and has proper software updates as designated in the operations manuals and notices from the manufacturer prior to operating the aircraft on a mission, unless exigent/emergency conditions prioritize readiness.

C. Training

- 1. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory FAA Part 107 Pilot training and obtain a DRONE Remote Pilot certificate from the FAA and training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- 2. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy.
- 3. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

D. Deployment Requirements

Pursuant to the Drone as First Responder Act, 725 ILCS 167/15, the sUAS may be used to gather information during the following situations:

- 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- 3. If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of

48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the chief executive officer of the law enforcement agency must report its use, in writing, to the local state's attorney.

4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached
5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a) The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.
 - b) The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c) Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas
6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.
8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and

"PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.

10. The Special Event Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.
 - a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:
 1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.
 2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.
 3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:
 - a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 - b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:
 1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 2. To evaluate crowd size and density.
 3. To identify activity that could present a public safety issue for the crowd, including crowd movement.
 4. To assist in the response of public safety personnel to a real-time public safety incident at the event.
 5. To assess the traffic and pedestrian flow around the event in real-time.

E. Prohibited Use

1. Conducting random surveillance activities or requests for information.
2. Targeting a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
3. Harassing, intimidating or discriminating against any individual or group.
4. Conducting personal business of any type.
5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:
 - a) The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.
 - b) The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

F. Deployment

1. The small unmanned aircraft system shall be deployed and used only to support official law enforcement and public safety missions and be operated by personnel who have been training and certified in the operation of the system.
2. Prior to deployment, an assigned crew member will verify approval has been received from the Drone Team Leader or on-duty shift supervisor.
 - a) Must perform preflight check prior to flight, unless exigent/emergency conditions prioritize flight readiness.

(APPENDIX A)

- b) Responsibility and authority during flight operations shall remain with the assigned Remote Pilot in Command.
 - c) Remote pilot in command and the on-duty shift supervisor maintain concurrent authority to suspend or terminate any flight operations based on environmental, operation, and/or any other safety considerations.
 - d) Requests from outside agencies shall be directed to the on-duty shift supervisor. The on-duty shift supervisor will coordinate with an authorized Remote Pilot in Command (RPIC), if available, to ascertain whether flight operations may be conducted for the requested mission. The on-duty shift supervisor will determine whether to approve deployment of small unmanned aircraft resources to assist outside agencies.
- 3. A trained Visual Observer (VO), if available, should be utilized during all flight operations to maintain a visual line of sight. However, during nighttime operations, a Visual Observer is mandatory and shall maintain a visual line of sight during the entire duration of the flight.
 - 4. Certified personnel shall inspect and test the unmanned aircraft system equipment and components prior to each deployment to verify the proper function and overall airworthiness of the device. The RPIC shall complete a preflight checklist, ATTACHMENT A.
 - 5. The Remote Pilot in Command (RPIC), shall determine the location of the flight operation check airspace restrictions, and obtain FAA authorization if required (i.e. LAANC).
 - 6. Except for those instances where officer safety or investigation could be jeopardized and where reasonably possible and practical the Department, or requesting agency, should consider notification to the public in the general area of the deployment, this may be done with our community notification system, EVERBRIDGE.
 - 7. All flights will be documented in an incident report and the flight log (ATTACHMENT B), this shall include all flight time(s) and any deficiencies with the aircraft operation. Reports shall include, but are not necessarily limited to, the following:
 - a) Name of requesting officer/agency and approving on-duty shift supervisor
 - b) Reason and circumstances surrounding the deployment
 - c) Date, flight time(s) and location(s)

- d) RPIC any VO's or crew members and respective responsibilities
- e) Equipment utilized and pre-flight operational readiness of such equipment
- f) Summary of activities performed, any actions taken, and outcomes from deployment
- g) Copies of any deployment reports will be forwarded to Drone Team Leader, who shall maintain and produce monthly reports to the Deputy Chief of Operations.

G. Equipment

1. The UAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
 - a) If an aircraft is malfunctioning it shall be taken out of service until repairs are completed and it becomes airworthy.
2. Prior to use, assigned personnel shall:
 - a) Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations. Each pre-flight check shall be documented on a sUAS PRE FLIGHT CHECKLIST form for each sUAS.
 - b) Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.
3. Log all flights in the sUAS FLIGHT LOGBOOK (ATTACHMENT B), noting the date, location, flight duration and reason for flight. All flight logs will be kept and maintained by the Drone Team Leader.

H. Records

1. All digital media evidence shall be securely downloaded to Evidence.com at the completion of each mission.
2. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

3. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner sUAS digital media evidence without prior written authorization and approval of the Chief of Police.
4. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or Public Safety Answering Point (PSAP) dispatched calls for service shall be destroyed within 30 days after being gathered.
5. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.
6. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
7. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in Section V Subsection D of this General Order, the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 - a) Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.
 - b) A law enforcement agency uses a sUAS for the circumstances outlined in Section V Subsection D of this General Order shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.
 - c) Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
8. Notwithstanding the above, a supervisor at a law enforcement agency may retain particular information if:
 - a) There is reasonable suspicion that the information contains evidence of criminal activity.
 - b) The information is relevant to an ongoing investigation or pending criminal trial.

- c) A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.
- d) The information consists of only flight path data, metadata, or telemetry information of the drone.

I. Reporting

1. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:
 - a) Number of sUAS's owned by the Roselle Police Department.
 - b) Number of times a sUAS was used pursuant to the categories of use specified in Section V Subsection D of this General Order, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - c) The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.
2. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.
3. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

J. Information From Private Drones

1. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section V Subsection D of this General Order.
2. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
3. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

VI. ACCIDENT REPORTING

The FAA requires notifications for certain sUAS accidents.

- A. Pursuant to 14 CFR 107 Drone Operation & Certification regulations. Within 10 Days after the accident, the Remote Pilot in Command (RPIC) must report accidents to the FAA, Program Commander and the Deputy Chief of Operations in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - a) The cost of the repair including materials and labor does not exceed \$500.00 or
 - b) The fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The Remote Pilot in Command (RPIC) will complete an incident/offense report (ATTACHMENT B) for any accident involving a sUAS. The report shall include, at a minimum, the following:
1. Name and contact information for operators and witnesses.
 2. Type of Operation
 3. Type of device and registration number/certificate
 4. Event location and incident details
 5. Evidence collection such as videos, photos, and device confiscation, if necessary.
- C. The Investigations Commander and sUAS coordinator shall be immediately notified of any incident-involving department owned sUAS. When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

VII. ISSUING AUTHORITY

This general order will supersede any directives or understanding in conflict.

By order of:

Roberto Barreto
Chief of Police

Revisions 2/14/23

Updated Attachments A & B

Revisions 8/18/23

- Changed issuing authority
- II. removed “accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.”
- III. A. removed “**Digital Multimedia Evidence** – Digital records of images, sounds, video, and associated data.” and added new III. A. in its entirety.
- III. B. became III. C., removed “The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety and installs and maintains.” and added “A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.”
- III. B. added in its entirety
- III. C. became III. D., removed “Means any evidence, images, sounds, data, or other information gathered by the small unmanned aircraft system.” and added “As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.”
- III. D. & E. removed in their entirety
- III. E. added it in its entirety
- III. F. became III. H.
- III. G removed in its entirety
- III. F. & G. added in their entirety
- III. H. became III. J., removed “means a small unmanned aircraft and its associated elements (including communication links and the components that control the small unmanned aircraft) that are required for the safe and efficient operation of the small unmanned aircraft in the national airspace system.” and added “A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.”
- III. I. J. K. became III. L. M. N.
- III. I. added in its entirety
- III. K. added in its entirety
- IV. Became IV. A.
- IV. B. added in its entirety
- V. A. Changed “Program Coordinator” to “Drone Team Leader”
- V. B. 3. Removed c). & d).
- V. B. 3. e)., f)., g)., h)., & i). became c). through g).
- V. B. 3. c). added to the end “or structure”
- V. B. 3. g). added to the end “except in rural areas”
- V. B. 3. h). added in its entirety

- V. D. Removed “The following situations meet the requirements for activation” to “Pursuant to the Drone as First Responder Act, 725 ILCS 167/15, the sUAS may be used to gather information during the following situations:”
- V. D. 3. Removed “Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Drone Team Leader or their designee must report its use, in writing, to the State’s Attorney.” and added “If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the chief executive officer of the law enforcement agency must report its use, in writing, to the local state’s attorney.”
- V. D. 4. Removed “To locate a missing person while not also undertaking a criminal investigation.” and added “If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached.”
- V. D. 5. Removed “To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to land, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.” and added “If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.”
- V. D. 5. a), b) and c) added in their entirety
- V. D. 6. Removed “To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.” and added “If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.”
- V. D. 7. Removed “Any other circumstance deemed appropriate by the Program Coordinator or on duty shift supervisor.” and added “To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.”
- V. D. 8-10. Added in their entirety

- V. E. 5. Was moved to 7., removed “No weapons of any kind will be attached to or deployed by a sUAS.” and added “Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.”
- V. E. 5. & 6. Added in their entirety
- V. G. 3. Changed sUAS coordinator to Drone Team Leader
- V. H. 2. Became 3. and changed Officers to Employees
- V. H. 3. Removed in its entirety
- V. H. 2. Added in its entirety
- V. H. 4. – 8. Added in their entirety
- V. I. & J. added in their entirety
- VI. C. added “When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA’s DroneZone Portal at: <https://faadronezone.faa.gov/#/>”
- Updated Author



PRE-FLIGHT CHECKLIST

Drone # _____

Flight Date: _____

What to check...	What to look for...	Yes	No
1. CONTROLLER BATTERY	FULLY CHARGED		
2. TRANSMITTER ANTENNAS	EXTENDED		
3. (DRONE) BATTERIES	FULLY CHARGED, SECURED & PAIRED PROPERLY		
4. BACK UP BATTERIES	FULLY CHARGED & READY TO USE		
5. ROTORS & ARMS	NO DAMAGE, EXTENDED & SECURED		
6. PROPELLERS	NO DAMAGE, CLEAN & MOUNTED CORRECTLY & FIRMLY		
7. MOTORS	FREE/SMOOTH ROTATION		
8. PAYLOADS	ATTACHED, VERIFY LOCK		
9. GIMBAL MOTION - UNLOCKED	FREE AND CORRECT		
10. WEIGHT AND BALANCE	VERIFY		
11. SMART CONTROLLER	POWERED ON, SAFETY ATTACHMENTS IN PLACE		
12. (DJI) PILOT APP/WEATHER APP	CONNECTED		
13. AIRCRAFT	POWERED ON		
14. COMPASS	VERIFY CALIBRATION		
15. GPS	VERIFY CALIBRATION		
16. MAX ALTITUDE	SET AND VERIFY		
17. GEOFENCE	AUTHORIZATION FROM LANNC		
18. ACTIVATE ANTICOLLISION LIGHTS	AS REQUIRED		
19. ACTIVATE LZ LIGHTING	AS REQUIRED		
20. HOVER TEST	BEGIN RECORDING		
21. VISION SENSORS & FPV CAMERA	CLEAN & CLEAR OF SMUDGES		
22. MICRO SD CARD(S)	INSTALLED AS REQUIRED		
23. LAUNCH AREA	FREE OF OBSTACLES & HAZARDS		
24. AUTHORIZATION TO FLY	CONFIRM AUTHORIZED TO FLY IN AREA		
25. WEATHER CONDITIONS	CONFIRM CONDITIONS ARE SUITABLE FOR FLIGHT		
26. AREA CLEAR	AREA IS CLEAR OF NON-PARTICIPATING PERSONNEL		
27. CONTROLLER COMMUNICATING	CONFIRM COMMUNICATION WITH AIRCRAFT		
28. GIMBAL FUNCTION	CONFIRM GIMBAL FUNCTIONING PROPERLY		
29. ALL SAFETY CHECKS	CHECKS ALL PASS		

(Note any damage to aircraft or any deficiencies noted during or after flight.)

POST FLIGHT NOTES: _____

Print name _____

Date _____

Signature _____

COPY TO PROGRAM COORDINATOR ☐COPY TO CASE REPORT ☐



ATTACHMENT B

FLIGHT LOG

Drone # _____

Date: _____

Day of the Week: _____

Case #: _____

Time Flight Began: _____

Time Flight Ended: _____

Total Duration of Flight: _____

Location of Flight: _____

Weather Conditions: _____

Reason for Flight: _____

Requesting Agency: _____

Type of Call: _____

Name of Officer Requesting: _____

Narrative of Flight:

Battery Set Used:

<input type="checkbox"/>	Battery Set 1	<input type="checkbox"/>	Battery Set 2	<input type="checkbox"/>	Battery Set 3	<input type="checkbox"/>	Battery Set 4	<input type="checkbox"/>	Battery Set 5
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RPIC: _____

Date/time: _____

Supervisor Approval: _____

Small Unmanned Aircraft System (sUAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which a small unmanned aircraft system (sUAS) may be used, and the storage, retrieval and dissemination of images and data captured by such system.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Information - Means any evidence, images, sounds, data, or other information gathered by a drone.

Remote Pilot in Command (RPIC) - Means the person who holds a remote pilot certificate and has the final authority and responsibility for operation and safety of a sUAS operation conducted under FAA Part 107.

Small Unmanned Aircraft System (sUAS) - Means a small unmanned aircraft and its associated elements (including communication links and the components that control the small unmanned aircraft) that are required for the safe and efficient operation of the small unmanned aircraft in the National Airspace System.

Small Unmanned Aircraft - Means an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft.

Visual Observer - Means a person who is designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the small unmanned aircraft system to see and avoid other air traffic or objects aloft or on the ground.

606.2 POLICY

A sUAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a sUAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during sUAS operations.

Small Unmanned Aircraft System (sUAS) Operations

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the sUAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- Implementing a system for public notification of sUAS deployment.
- Developing an operational protocol governing the deployment and operation of a sUAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a sUAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic updates to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operation of a sUAS.
- Ensuring that the department's current policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF A SMALL UNMANNED AIRCRAFT SYSTEM

606.5.1 TRAINING AND QUALIFICATIONS

Only authorized operators who have completed the required training shall be permitted to operate the sUAS.

The minimum training requirements for a RPIC include:

- (a) Completion of a FAA Part 107 knowledge training course.
- (b) Successful completion of the FAA Part 107 Remote Pilot Knowledge Examination.
 1. Successful completion of the FAA Part 107 recurrent examination, as required by regulation or law.
- (c) Completion of two day and night initial training flights as deemed appropriate by the Program Coordinator.
- (d) Training on legal aspects of the sUAS to include the waiver process and State's Attorney notification, when applicable.

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Small Unmanned Aircraft System (sUAS) Operations

- (e) Familiarization with the appropriate user manuals.

- 1. Shall include loss of remote control signal and other abnormal conditions.

Training records shall be forwarded to the Training Supervisor in compliance with the Training Policy.

606.5.2 OPERATION OF A SMALL UNMANNED AIRCRAFT SYSTEM

All sUAS operations shall comply with FAA regulations, as well as applicable state and federal laws, additionally:

- (a) All flights shall be documented on a Flight Report by the RPIC and maintained in the sUAS logbook.
 - 1. A check of the logbook for airworthiness shall be done before flight operations.
- (b) The RPIC shall use the approved Flight Checklist when operating a sUAS.
- (c) Use of a visual observer is highly recommended for all flight operations.
- (d) Operation in or around high levels of electromagnetism should be avoided.
- (e) Appropriate FAA waivers shall be obtained prior to flight when required. FAA waivers may be obtained through the Low Altitude Authorization and Notification Capability (LAANC) System (Aloft telephone application) or, if appropriate, using the FAA Expedited Special Government Interest (SGI) form.
- (f) Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.
- (g) The sUAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the sUAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.
- (h) The Round Lake Police Department may not use the sUAS to gather information except (725 ILCS 167/15):
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - 3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.

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Small Unmanned Aircraft System (sUAS) Operations

4. To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search.
6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
7. To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
8. When the sole purpose is to locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
9. In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - (a) The notice for sUAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Requests for a sUAS operation by an outside agency shall be in accord with the Outside Agency Assistance Policy.

606.5.3 PRIVATE OWNERS

This policy and its restrictions apply to the department's directed use of a sUAS owned by a private third party and information gathered by a sUAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.4 FACIAL RECOGNITION

Facial recognition software onboard a sUAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a sUAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The sUAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

Small Unmanned Aircraft System (sUAS) Operations

The sUAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF INFORMATION

The Evidence Custodian shall destroy all information gathered by the sUAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the sUAS.

Evidence shall be collected, logged, and secured in compliance with the Property and Evidence Policy.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of sUASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current sUAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the sUAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Round Lake Police Department

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Small Unmanned Aircraft System (sUAS) Operations

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a sUAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its sUAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

PROCEDURE:

PRE-FLIGHT CHECK

CERTIFICATE OF WAIVER

ATTACHMENTS:

Drone Usage States Attorney Report

FAA SGI Waiver

RLB-FLIGHT-REPORT

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

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- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).
- Ensuring compliance with the Lake County State's Attorney's Office's reporting requirements.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS. All flights shall be documented on a Flight Report and forwarded to the UAS program coordinator.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the UAS Program Coordinator must report its use, in writing, to the Lake County State's Attorney's Office (see Drone Usage State's Attorney Report Form).
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather

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Unmanned Aerial System

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.

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or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- (a) To conduct random surveillance activities.
- (b) To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- (c) To harass, intimidate, or discriminate against any individual or group.
- (d) To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The UAS Program Coordinator shall facilitate the destruction of all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.

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- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The UAS Program Coordinator supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE DRONES AS FIRST RESPONDERS ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Chief of Police shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

		Effective Date January 01, 2024	Number 2024-001
Subject Unmanned Aircraft System (UAS) (Drone)			
Reference Freedom from Drone Surveillance Act		Special Instructions	
Distribution ALL POLICE PERSONNEL	Review Date		No. Pages 6

PURPOSE:

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

POLICY:

It is the policy of the Saline County Sheriff's Office that unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

DEFINITIONS

- (a) **Unmanned Aerial System** - An unmanned aircraft or drone of any type that is capable of sustaining direct flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV), and all of the supporting or attached systems designed for gathering information through imaging, recording and any other means.
- (b) **Small Unmanned Aircraft (UA)** - AUA weighing less than 55 pounds and can be flown without the possibility of direct human intervention from within or on the aircraft. Also called a remotely piloted aircraft (RPA), remotely operated vehicle (ROV), unmanned aerial vehicle (UAV), or Drone.
- (c) **Small Unmanned Aircraft System (sUAS)** - A small UA and its associated elements that are required for the safe and efficient operation of the small UA in the National Air Space that includes the necessary equipment, network, and personnel to control a small UA.
- (d) **Visual Observer** - A person acting as a flight crew member who assists the small UA RPIC to see and avoid other air traffic or objects aloft or on the ground.
- (e) **Remote Pilot in Command** - A person who holds a remote pilot certificate with a sUAS rating and has the final authority and responsibility for the operation and safety of a sUAS operation conducted under part 107.

- (f) **FAA 14 CFR Part 107** - The federal regulations set forth by the federal aviation administration (FAA) regarding sUAS operations in the national airspace (NAS).
- (g) **Control Station (CS)** - An interface used by the RPIC to control the flight path of the small UA.
- (h) **Digital multimedia evidence (DME)** - Digital recording of images, sounds, and associate data.

I. PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

II. PROGRAM COORDINATOR

The Sheriff or his designee will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization of the program coordinator or the authorized designee.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions utilizing a operator logbook.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be

used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Sheriff or his Chief Deputy.

III. USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted following FAA Part 107 rules and waivers.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the program coordinator or the authorized designee.

The Saline County Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff or his Chief Deputy must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To support the tactical deployment of officers and equipment in emergency situations.

- (h) To provide an aerial visual perspective to assist the department and providing direction for crowd control, traffic incident management, special circumstances, and temporary perimeter security.

IV. PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

V. PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
- To harass, intimidate or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

VI. TRAINING

Employees selected to be unmanned aircraft pilots will be required to complete Department approved training. The training will consist of, at a minimum:

- (a) 24 hours of training that includes flight operations and ground station operations; and,
- (b) Online training and FAA remote pilot certification (Part 107); and, (c) Flight training shall consist of the following:
 - 1. Pre-flight review actions
 - (a) Pre/post flight checklist
 - (b) Proper assembly of the UAS
 - 2. Ground control discussion
 - (a) Discuss the responsibilities of those involved in ground control and their function
 - (b) Properly brief and debrief mission plan
 - 3. Conduct flight
 - (a) Properly displayed command and control of the UAS in take-off, flight and landing
- (c) Private pilot license with remote pilot certification and shows proficiency with UAS operations and flight.

Pilots are required to have a minimum of three (3) take-offs and three (3) landings every 60 days. Pilots are to participate in a mission based training bi-monthly.

VII. PROFICIENCY TRAINING

Unmanned aircraft pilots will ensure that they continue training and education to remain proficient in all aspects of flight operations.

VIII. PRE-DEPLOYMENT

Prior to deployment of the Unmanned Aircraft System for any operation, Remote Pilot in Command will complete the following:

- (a) Obtain authorization from the program coordinator or designee for operations other than training; and,
- (b) Perform a preflight inspection of the Unmanned Aircraft which includes:
 - 1. locations authorizing safe to fly; and,
 - 2. firmware is up to date for all components (exceptions to time sensitive emergencies); and,
 - 3. micro SD card is properly installed; and,
 - 4. aircraft, controller and pilot display all powered on and communicating; and,
 - 5. compass is calibrated, (if compass errors or traveled more than 30 miles); and,
 - 6. motors start with no abnormal noises heard; and,
 - 7. check for consistent voltage on flight battery monitoring system.
- (c) Make any required notifications of the planned flight; and,
- (d) when being utilized for a criminal investigation involving potential Fourth Amendment issues the investigating officer will notify and consult the State's Attorney's Office.

IX. FLIGHT OPERATIONS

The Remote Pilot in Command will ensure the following during flight operations:

- (a) The flight is in compliance with all applicable FAA rules and regulations under Part 107; and,
- (b) The flight is in compliance with all federal and state laws; and,
- (c) The flight is conducted safely by assessing the operating environment that must include the local weather conditions, local airspace in any flight restrictions, location of persons and property on the surface and other ground hazards. The Remote Pilot in Command (RPIC) has the ultimate authority to deploy or not deploy the Unmanned Aircraft System (UAS) once the above factors have been evaluated; and,
- (d) The Remote Pilot in Command (RPIC) will be responsible for any recordings that may violate any citizens right to privacy; and,
- (e) The Remote Pilot in Command (RPIC) will maintain the ability to track and record the flight pattern and location of the Unmanned Aircraft (UA); and,
- (f) Request for assistance from outside agencies will be directed to the Office of the Sheriff or designee; and,
- (g) All official missions will be recorded on the airframes SD card or any storage device in conjunction with the onboard UAS storage device.

X. POST OPERATIONS

Remote Pilot in Command (RPIC) will complete the following upon completion of any flight:

- (a) Inspect batteries to ensure flight packs have no noticeable bulges or swelling; and,
- (b) Inspect propellers leading edges for cracks, chips and loose mounts; and,

- (c) Inspect motors to ensure they spin freely with no resistance from bearings; and,
- (d) Inspect the fuselage for cracks, loose fasteners, or abnormal movement; and,
- (e) Inspect moving parts to ensure they are not excessively loose or tight and are properly lubricated per OEM specifications; and,
- (f) Ensure an incident report is completed in Spillman under incident type "UAS Drone"; and,
- (g) Ensure any recorded digital multimedia evidence is downloaded and entered into evidence.

XI. MAINTENANCE, REPAIR AND DAMAGE

Most problems with the Unmanned Aircraft System can be handled by the employees that have been trained in the operation of the equipment utilizing information they received during their training. Any problems that cannot be corrected will be documented in an email citing details of the malfunction or problem and submitted to the program coordinator.

When damage occurs (or is discovered) to any component of the Unmanned Aircraft System, it will be documented in an incident report and forwarded to the chain of command to the program coordinator and the Sheriff or his Chief Deputy. The report will include the extent of the damage and how it occurred.

XII. DIGITAL MULTIMEDIA RECORDINGS

For any recordings made during the deployment of the unmanned aircraft system the following procedure will be adhered to:

- (a) Upon completion of the deployment, the remote pilot in command will ensure that the digital media recording of the flight is downloaded to an electronic storage device.
- (b) The demo digital media recording will be reviewed by the program coordinator who will determine what has evidentiary value and what doesn't. Only those recordings that contain evidentiary value will be retained. Said recording will be stored on a digital device and entered into evidence.

XIII. USE FOR TRAINING

When an employee believes that a recording has value as a training aid, the employee will submit a memorandum to the program coordinator to the chain of command indicating that the recording may have some training value and the reason why. Upon approval of the Sheriff or his Chief Deputy the recording may be reproduced as a training aid.

- (a) Approval will not be granted for any recording that documents an active civil, criminal or professional responsibility investigation.
- (b) External educational recordings and/or public information recordings developed from actual footage will only be reproduced with the authorization of the Sheriff or his Chief Deputy.
- (c) With the permission of the Sheriff or his Chief Deputy, the executive command staff may periodically review or copy recordings to assess training needs, employee performance, terminal procedures, or to supplement any investigation or intelligence function of the department.

XIV. RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the department shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

XV. REPORTING

The department shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Saline County Sheriff's Office(725 ILCS 167/35).

J. Whipper Johnson
Sheriff of Saline County IL

Unmanned Aerial System (UAS) Operations

604.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

604.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

604.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. Safety, above all else, is the primary concern in every operation, regardless of the nature of the mission.

604.3 AUTHORITY

1. FAA Modernization and Reform Act of 2012 (FMRA), Pub. L. No. 112-95, 126 Stat. 11 (Feb. 2012)
20 ILCS 3305/4, "Definitions"
2. 725 ILCS 5/108-3, "Grounds for search warrant"
3. 725 ILCS 167, "Freedom from Drone Surveillance Act"
4. FAA Modernization and Reform Act of 2012 (FMRA), Pub. L. No. 112-95, 126 Stat. 11 (Feb. 2012))
5. 14 CFR Ch. 1, Subch. F. Pt. 107 – Small Unmanned Aircraft Systems

604.4 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

Unmanned Aerial System (UAS) Operations

604.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Unmanned Aerial System (UAS) Operations

604.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the Sheriff's Office directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

604.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

604.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

604.7 RETENTION OF UAS INFORMATION

The Support Services - Records Unit supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a office supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

604.8 REPORTING

The Support Services - Records Unit supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Sheriff's Office and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the office's current UAS policy (725 ILCS 167/35).

Unmanned Aerial System (UAS) Operations

604.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

604.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Sheriff's Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Sheriff's Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

SCHAUMBURG POLICE DEPARTMENT

Policy and Procedure Manual



47-95 SMALL UNMANNED AIRCRAFT SYSTEMS

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CALEA: n/a

I. DEFINITIONS

- A. Federal Aviation Administration (FAA)- A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- B. Information – As defined within 725 ILCS 167/5, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.
- C. Parade – A march, procession, or other similar activity upon a public street, sidewalk, alley, or other public place, which requires a street closing or other traffic disruption. This does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.
- D. Program Coordinator – Sworn supervisor and/or officer responsible for the management and supervision of the small unmanned aircraft program.
- E. Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft. This does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

- F. Routed Event – A parade, walk, or race that is hosted by the State or a county/municipality/township/park district.
- G. Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.
- H. Special Event – Means a concert or food festival that is hosted by the State, County, Municipality, Township or park district, that is outdoors and open to the public and has an estimated attendance of 150 or more people in a unit of local government with a population less than 50,000; **250 or more people in a unit of local government with a population greater than or equal to 50,000, but less than 100,000**; 350 or more people in a unit of local government with a population greater than or equal to 100,000, but less than 500,000; 500 or more people in a unit of local government with a population 500,000 or more. This does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.
- I. Team Leaders – One member from the Field Services Bureau and one member of the Investigations/Support Services Bureau who will be responsible for assisting the Program Coordinator in management and supervision of the small unmanned aircraft program.
- J. Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

II. PROCEDURES

- A. The Chief of Police shall appoint a sUAS Program Coordinator who is responsible for the management of the department's small unmanned aircraft program. The Program Coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the Program Coordinator or their designee:
 - 1. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
 - 2. Ensure the protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents is being followed.

3. Ensure proper notification and signage is posted regarding sUAS deployment, when appropriate, including signage that will be posted at routed or special events.
4. Ensure the operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
5. Ensure pilots are performing sUAS inspection, maintenance and record keeping to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements.
7. Ensure retention and purge periods are maintained in accordance with established records retention schedules.
8. Facilitate law enforcement access to images and data captured by the sUAS.
9. Recommend program enhancements, especially regarding safety and information security.
10. Conduct an annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the Deputy Chief responsible for oversight of the program.
11. Coordinate remote pilot training covering a variety of scenario-based exercises on an ongoing basis.

B. Training Prior to Use of the sUAS

1. Prior to Authorization to operate a sUAS, assigned remote pilots must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
2. Annually, assigned remote pilots will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

3. Additional training will be provided at periodic intervals to ensure the continued effective use, operation and readiness of the equipment.

C. Department Use of sUAS

1. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
2. Use of the sUAS shall be limited to functions which support official law enforcement and public safety missions and must adhere to the limitations of the FAA waivers and/or Part 107 Licensure requirements.
3. Pursuant to the Illinois Drone as First Responders Act, 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:

- a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- b) Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963.

The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

- c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence.

The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the pilot in command must report its use, in writing, to the state's attorney.

- d) To assist missing person investigations, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached while not undertaking a criminal investigation.
- e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner to document specific occurrences.

Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to

lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

- f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.
 - g) To conduct an infrastructure inspection of a designated building or structure at the request of a local government agency. Reasonable attempts shall be made to only photograph the building or structure and to avoid other areas.
 - h) To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded during such demonstration.
 - i) In response to a Public Safety Answering Point (PSAP) dispatched call for service, when the sole purpose for using the sUAS is for one or more first responders to locate victims, assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
 - j) The use of a sUAS at a routed event or special event requires that:
 - (1) A notice is posted at the event location for at least 24 hours before the event and clearly communicates that sUAS may be used for the purpose of real-time monitoring of participants safety.
 - (2) A notice is posted, if practical, at major entry points to the event clearly informing the attendees that a sUAS may be used for the purpose of real-time monitoring of participants safety, and
 - (3) The sUAS is flown in accordance with Federal Aviation Administration safety regulations.
4. Scheduled flight requests to deploy the sUAS shall be made to the program coordinator who will confer with the Chief of Police or assigned designee.

5. Flight requests for use during an active, emergent situation may be authorized by a sworn supervisor in accordance with this policy. Appropriate notifications as to the deployment shall be made.
6. Whenever possible, if the sUAS will be flying within close proximity to a heliport or airport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective aviation facility.
7. When deemed appropriate by the Chief of Police or assigned designee, notification of the sUAS deployment shall be made to the public and/or media outlets.
8. At the conclusion of each deployment, flight recordings shall be securely downloaded and proper evidence procedures shall be followed.
9. The Schaumburg Police Department sUAS Team Flight Report shall be completed by the remote pilot after each deployment and submitted to their respective Team Leader.
10. All uses of the sUAS will be documented on a spreadsheet maintained by the Team Leaders and Program Coordinator.
11. A supplemental report by the pilot in command will be completed within the records management system, when necessary. Report information shall include the following, at minimum:
 - a) Reason for the flight, date, time and general flight location
 - b) Name of the supervisor approving the deployment and staff assigned
 - c) Summary of the activities covered, actions taken, and outcome of the deployment.

D. ROUTED EVENT AND SPECIAL EVENTS

1. Usage of an sUAS at a routed event or special event requires that:
 - a) A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used for the purpose of real-time monitoring of participants safety.
 - b) A notice is posted, if practical, at major entry points to the event clearly informing the attendees that a sUAS may be used for the purpose of real-time monitoring of participants safety, and

- c) The sUAS is flown in accordance with Federal Aviation Administration safety regulations.
2. The sUAS may also be used:
- a) In advance of an event, before the participants have begun to assemble, for the sole purpose of creating maps and determine access routes, staging areas, and traffic routes, providing that no personal identifying information is recorded and used in any criminal proceeding, or;
 - b) During the event to proactively support public safety personnel by monitoring the event footprint in real time.
 - (1) To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade/fencing.
 - (2) To evaluate crowd size and density.
 - (3) To identify activity that could present a public safety issue for the crowd as a whole, including crowd movement.
 - (4) To assist in the response of public safety personnel to a real-time public safety incident at the event.
 - (5) To assess the traffic and pedestrian flow around the event in real time.

E. ACCIDENT REPORTING

1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - a) Serious injury to any person or loss of consciousness.
 - b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - a) Name and contact information for operators and witnesses.
 - b) Type of operation.
 - c) Type of device and registration number/certificate.
 - d) Event location and incident details.
 - e) Evidence collection such as photos, video, and device confiscation, if necessary.
3. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

F. PROHIBITED USE

1. The sUAS will not be used to:
 - a) Conduct random surveillance activities or requests for information.
 - b) Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 - c) Harass, intimidate, or discriminate against any individual or group.
 - d) Conduct personal business of any type.
 - e) Any situation outside what is specified within this policy.
2. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - a) Conduct a pre-flight check to ensure the sUAS is in condition for safe operation.
 - b) Keep the sUAS in visual line of sight.
 - c) Fly at or below 400 feet above ground level or structure.
 - d) Fly at or below 100 mph.

- e) Yield right of way to manned aircraft.
 - f) Must not fly from a moving vehicle, except in rural areas.
 - g) During an emergency situation, deviations from policy are permitted.
3. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations, if applicable. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
 4. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

G. PRIVACY CONSIDERATIONS

1. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
2. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

H. FACIAL RECOGNITION

During a flight, onboard facial recognition software that works in conjunction with the sUAS is prohibited unless,

1. The sUAS is being used to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates there is such a risk or
2. There is reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

I. WEAPONS

It is prohibited to equip or use any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon on any sUAS.

J. INSPECTION AND CARE OF THE EQUIPMENT

1. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
2. Prior to use, assigned officers shall:
 - a) Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations.
 - b) Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

K. SECURITY OF RECORDINGS

1. Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.
2. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
3. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
4. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

5. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency with permission from the program coordinator when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
6. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available may be disclosed subject to the Freedom of Information Act.
7. Information gathered shall not be sold or disclosed to any person to whom disclosure is not authorized under 725 ILCS 167/25.
8. Nothing in 725 ILCS 167/25 prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

L. RECORDS RETENTION

1. Drone recordings are maintained in evidence.com and pursuant to 725 ILCS 167/20, shall be destroyed within the following timeframes.
 - a) Destruction within 30 days after being gathered pursuant:
 - (1) 725 ILCS 167/15(a) – Terrorist Attack
 - (2) 725 ILCS 167/15(2) – Search Warrant
 - (3) 725 ILCS 167/15(3) – Prevention of imminent harm to life, forestall imminent escape of a subject, or destruction of evidence.
 - (4) 725 ILCS 167/15(4) – Location of a missing person, search and rescue operation, or aiding a person who otherwise cannot be safely reached.
 - (5) 725 ILCS 167/15(5) – Crime scene and traffic crash scene photography
 - (6) 725 ILCS 167/15(6) – Disaster or public health emergency or
 - (7) 725 ILCS 5/167/15(9) – Call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or to coordinate an emergency response.

- b) Destruction within 24 hours after being gathered pursuant to:

725 ILCS 167/15(10) – Routed event or special event.
 - c) All information gathered pursuant to 725 ILCS 167/15(7) – Infrastructure inspection shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed, immediately after the information has been turned over.
2. Notwithstanding subsection 1 above, a supervisor may retain the gathered information if:
- a) There is reasonable suspicion that the information contains evidence of criminal activity.
 - b) The information is relevant to an ongoing investigation or pending criminal trial.
 - c) A supervisor deems that the information will be used exclusively for training purposes, provided that such information shall not contain any personally identifiable information; or
 - d) The information consists of only flight path data, metadata, or telemetry information of the sUAS.
3. When the recording does not fall under the statutory exemptions, documentation pertaining to use of the sUAS, such as location, date, time, scope of the mission is not subject to being destroyed within 30 days of a recording.
4. The retention of recordings that is exempt from the 30 day requirement is determined by the program coordinator or determined by the completion of the criminal investigation or criminal trial.

M. REPORTING

Annually, by April 1, the Program Coordinator shall report to the Illinois Criminal Justice Information Authority:

- 1. The number of sUAS owned by the police department.
- 2. The number of times a sUAS was used, including the date of use, time of use, reason for use, location, whether video was recorded and whether the video is designated for training purposes.

3. A copy of the department's latest sUAS policy shall also be included.

N. VIOLATIONS

1. The department shall immediately take action to any known violations of this policy or 725 ILCS 167/45(a) to prevent future violations through any one or more of the following means;
 - a) Training
 - b) Discipline, including progressive discipline.
 - c) Other means that will prevent repeated violations.
2. Any willful or wanton violations of this policy or of 725 ILCS 167/45(a) will result in the pilot being immediately removed from the drone program as well as enact any other measures to prevent future willful and wanton violations.

O. TRANSPARENCY

This policy shall be posted on the Village of Schaumburg Police Department's webpage.

P. INFORMATION FROM PRIVATE DRONES

This policy and its restrictions will apply to the Department's directed use of a sUAS owned by a private third party and information gathered by a sUAS voluntarily submitted to the department by a private third party in accordance with 725 ILCS 167/40.



SCHAUMBURG POLICE DEPARTMENT Drone Team- Flight Report

Case Information		
Report Number: _____	Date of Call Out: _____	Time of Call Out: _____
Date of Flight: _____	Flight Start Time: _____	Flight End Time: _____
Location of Flight: _____		sUAS: _____

Pilot Information		
Report Pilot in Command/Licensed: _____	Visual Observer(s): _____	Private Property Consent By: _____

Weather Information			
Winds: _____	Visibility: _____	Cloud Cover: _____	Precipitation: _____

Notes

AIRSPACE	Completed	N/A	Additional Info
1. Unrestricted Airspace: TFR Check, NOTAMS, etc.	<input type="checkbox"/>	<input type="checkbox"/>	
2. Potential Obstructions and Hazard Check	<input type="checkbox"/>	<input type="checkbox"/>	

sUAS INSPECTION	Completed	N/A	Additional Info
1. Structure, Propellers, Battery, and Controller Inspection	<input type="checkbox"/>	<input type="checkbox"/>	
2. Micro SD Examination/Inserted	<input type="checkbox"/>	<input type="checkbox"/>	
3. Anti-Collision Lighting (3 SM's) if Night Flight	<input type="checkbox"/>	<input type="checkbox"/>	

sUAS SET UP	Completed	N/A	Additional Info
1. Attach Display to Controller, Cables	<input type="checkbox"/>	<input type="checkbox"/>	
2. Power Up Controller and sUAS, Check Battery Levels	<input type="checkbox"/>	<input type="checkbox"/>	
3. Remove sUAS From Case	<input type="checkbox"/>	<input type="checkbox"/>	
4. Check Security of Camera	<input type="checkbox"/>	<input type="checkbox"/>	
5. Attach Propellers	<input type="checkbox"/>	<input type="checkbox"/>	
6. Final Pre-Flight Overall Inspection	<input type="checkbox"/>	<input type="checkbox"/>	

FLIGHT AREA EXAMINATION	Completed	N/A	Additional Info
1. Identify Perimeter and Flight Path-Hazards	<input type="checkbox"/>	<input type="checkbox"/>	

PERSONNEL BRIEFINGS	Completed	N/A	Additional Info
1. Notify Communications	<input type="checkbox"/>	<input type="checkbox"/>	
2. Brief Visual Observer (VO) and All Flight Crew (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	
3. Prepare Flight Area- Notify Bystanders	<input type="checkbox"/>	<input type="checkbox"/>	
4. Waivers in Hand	<input type="checkbox"/>	<input type="checkbox"/>	
5. Brief Area Personnel and Clear Scene-Give Alerts	<input type="checkbox"/>	<input type="checkbox"/>	

sUAS FLIGHT INFORMATION	Completed	N/A	Additional Info
1. Establish Take Off Location-20' + Radius/No Overhead Obstruction	<input type="checkbox"/>	<input type="checkbox"/>	
2. Power Up Controller	<input type="checkbox"/>	<input type="checkbox"/>	
3. Power Up sUAS	<input type="checkbox"/>	<input type="checkbox"/>	
4. Confirm JPG Capture Mode and Camera Transmission	<input type="checkbox"/>	<input type="checkbox"/>	
5. Confirm GPS Mode Activated (Green Light)	<input type="checkbox"/>	<input type="checkbox"/>	
6. Launch and Hover Check (Flight Control Responses, Telemetry)	<input type="checkbox"/>	<input type="checkbox"/>	
7. Begin Flight Operations	<input type="checkbox"/>	<input type="checkbox"/>	

sUAS RETURN FLIGHT	Completed	N/A	Additional Info
1. Check Hazards- Clear and Safe Landing Zone	<input type="checkbox"/>	<input type="checkbox"/>	
2. Inspect and Secure Propellers	<input type="checkbox"/>	<input type="checkbox"/>	
3. Inspect and Secure Cameras	<input type="checkbox"/>	<input type="checkbox"/>	
4. Remove sUAS Battery, Shut Down Controller and Secure	<input type="checkbox"/>	<input type="checkbox"/>	

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for office operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the office's current UAS policy is posted on the office's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Office by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a office supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Office and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the office's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

614.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

614.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

614.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

614.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

614.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

614.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

614.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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614.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

614.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

614.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

614.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

614.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

614.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

SKOKIE POLICE DEPARTMENT

UNMANNED AIRCRAFT SYSTEM (UAS)

General Order: F-26

Replaces:

General Order: F-26

Effective Date: 01 November 2023

Effective Date: 01 Apr. 2023

Indexed As: Drone Program

Drones As First Responders

POLICY:

It is the policy of the Skokie Police Department to utilize unmanned aircraft systems (UAS) to enhance law enforcement operations while also protecting lives and property. While doing so, Department members will exercise care to preserve the privacy and civil liberties of the public while also adhering to the applicable Illinois Compiled Statutes (ILCS) and Federal Aviation Administration (FAA) guidelines and regulations.

PROCEDURE:

I. Definitions:

- A. Unmanned Aircraft System (UAS)/ Drone: Any aerial vehicle that does not carry a human operator.
- B. Pilot in Command (PIC): A person who holds a valid FAA Part 107 Commercial Pilots License and is designated by the Skokie Police Department. During an authorized flight mission, the PIC is directly responsible for and is the final authority as to the operation of the UAS and the flight mission.
- C. Visual Observer (VO): A person who is designated by the PIC to assist the PIC and the person manipulating the flight controls of the UAS to see and avoid other air traffic or objects aloft or on the ground.
- D. UAS Program Coordinator (UPC): A sworn supervisor of the rank of Sergeant or higher who is appointed by the Chief of Police or their authorized designee that

shall be responsible for the overall management of the UAS program.

- E. Assistant UAS Program Coordinator (AUPC): A sworn officer that is appointed to assist the UPC in the overall management of the UAS program.
- F. Preflight Briefing: A mandatory process that is conducted by the PIC prior to a UAS flight mission which includes but is not limited to:
 - 1. Review of the flight mission, flight mission area, flight mission objectives, safety issues and issues of concern;
 - 2. Review of current and forecasted weather conditions;
 - 3. Review of operating limitations and safety issues such as battery charge, GPS strength and potential radio interference;
 - 4. Review of crew coordination and communication procedures;
 - 5. Review of emergency/contingency procedures including aircraft system failure, flight termination, divert and lost link procedures;
 - 6. Execution of all checklists; and
- G. Preflight Inspection: A mandatory process that is conducted by the PIC or their designee before every UAS flight utilizing the checklist included in Appendix A of this General Orders. The inspection is intended to ensure that the UAS is operational and ready for flight and that the control unit is functioning properly and has sufficient charge.
- H. Special Event: a concert or food festival that:
 - 1) is hosted by the State of Illinois or a county, municipality, township or park district;
 - 2) is outdoors and open to the public; and
 - 3) has an estimated attendance of:

- i. 150 or more people in a unit of local government with a population that is less than 50,000.
- ii. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
- iii. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or
- iv. 500 or more people in a unit of local government with a population that is 500,000 or more

4) A special event does not include any political protest, march, demonstration or other assembly protected by the First Amendment.

II. PRIVACY AND PROHIBITED USES:

A. Privacy

The use of a UAS may involve privacy considerations. Absent a warrant signed by a judge or exigent circumstances, pilots and observers shall adhere to FAA regulations and shall not purposefully transmit or record images of any location where a person would have a reasonable expectation of privacy. Pilots and observers shall take reasonable precautions to avoid inadvertently transmitting or recording images of areas where there is a reasonable expectation of privacy.

B. Prohibited Uses

The UAS shall not:

- 1. Be used to conduct random surveillance activities.
- 2. Be used to target a person or group of people solely based on characteristics such as but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.

3. Be used to harass, intimidate, or discriminate against any individual or group of individuals.
4. Be used to conduct private and/or personal business.
5. Be weaponized (lethal and non-lethal).
6. Utilize onboard facial recognition software unless:
 - a) the Department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or
 - b) the Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

III. Use of unmanned Aircraft Systems

- A. Only authorized operators who have completed the required Department authorized training in the use and application of the UAS shall be permitted to operate the UAS. All UAS flight mission must be in strict accordance with current FAA regulations and guidelines.
- B. The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of the Skokie Police Department shall require the express authorization of the Chief of Police or their authorized designee.
- C. The Skokie Police Department may not utilize the UAS to gather information except as authorized in (725 ILCS 167) Freedom from Drone Surveillance Act and Drones as First Responders Act which includes but is not limited to:

1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
2. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence.

The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police or their authorized designee must report its use, in writing, to the State's Attorney. (See Appendix B: Report to State's Attorney's Office of Small Unmanned Aircraft Flight Operations).

4. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
5. To search for a missing person while not also undertaking a criminal investigation.
6. Use during a disaster or public health emergency. May be used in order to see if a disaster or health emergency should be declared, to monitor weather or emergency and to survey damage or otherwise coordinate response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency while making

a reasonable attempt to photograph only the building or structure and to avoid other areas.

8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. (10) If the Department is using a drone at a routed event or special event. The use of a drone under this paragraph requires that:

(A) notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;

(B) notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and

(C) the drone is flown in accordance with Federal Aviation Administration safety regulations.

Under this paragraph (10), the Department may also utilize a drone

(i) in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information

is used in any criminal prosecution; or

(ii) during the event to proactively support public safety personnel by monitoring the event footprint in real time:

(I) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;

(II) to evaluate crowd size and density;

(III) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;

(IV) to assist in the response of public safety personnel to a real-time public safety incident at the event; and

(V) to assess the traffic and pedestrian flow around the event in real time.

IV. UAS DEPLOYMENT PROCEDURES:

Unless the PIC or other UAS flight team member is engaged in a law enforcement related activity while in direct contact with a member of the public, their body-worn camera (BWC) does not need to be activated. Once a flight mission is initiated, procedures including but not limited to the following shall be followed:

- A. A PIC for the authorized flight mission shall be established;
- B. A preflight briefing (referenced in this policy) shall be completed by the PIC or their designee;
- C. A preflight inspection (referenced in this policy) of the UAS shall be completed by the PIC or their designee;
- D. As soon as feasible, Skokie Communications personnel shall be notified of the location of the anticipated flight mission by the PIC or their designee via the

police radio;

- E. As soon as feasible, Skokie Communications personnel shall be notified via the police radio by the PIC or their designee once the UAS has taken flight;
- F. As soon as feasible, Skokie Communications personnel shall be notified via the police radio by the PIC or their designee once the UAS flight mission has been terminated; and
- G. At the conclusion of each UAS flight mission, the PIC or their designee shall make proper notification of the flight mission to the UAS Program Coordinator and submit a UAS flight report. When applicable, the PIC shall also complete a case supplemental report.

V. UAS PROGRAM COORDINATOR (UPC):

The Chief of Police or their designee will appoint a UAS Program Coordinator (UPC) who shall be a sworn supervisor of the rank of Sergeant or higher. The UPC will be responsible for the overall management of the UAS program. The UPC will ensure that Skokie Police Department UAS policies and procedures conform to the current laws, regulations, and best practices. The UPC will also have additional responsibilities that include but are not limited to:

- A. Maintaining a record of authorized members in the Skokie Police Department's UAS Program who have a valid FAA Part 107 Commercial Pilots License and ensuring that licenses are renewed prior to expiration.
- B. Ensuring that all authorized operators have completed current department-approved training in UAS operation, applicable laws and policies.
- C. Facilitating law enforcement access to images and data captured by the UAS.
- D. Developing operational protocols, such as, but not limited to, maintenance, pre-deployment information requirements, flight log requirements and after-action documentation.

- E. Ensuring that established protocols are followed by monitoring UAS use and providing periodic program reports to the Chief of Police.
- F. Reporting annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Skokie Police Department (725 ILCS 167/35).
- G. Recommending enhancements regarding safety, information security, current technology and equipment at least annually.
- H. Develop and or coordinate in-service UAS training for members of the UAS Team at least on a quarterly basis.

VI. Information Disclosure:

(a) If the Department utilizes a drone under Section 15 of this Act, the Department shall destroy all information gathered by the drone within 30 days unless there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial. The UAS program Coordinator may also retain information collected by the drone if they deem that the information will be used exclusively for training purposes, provided that any such information does not contain any personally identifiable information; or the information consists of only flight path data, metadata, or telemetry information of the drone. If the Department utilizes a drone at a routed or special event, information gathered by the drone must be destroyed within 24 hours after being gathered.

(b) Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.

(c) If the Department uses a drone under Section 15, it shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under this Section.

(d) Nothing in this Act prevents the disclosure of

information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

(e) If the Department utilizes a drone to assist another agency, any information gathered by the drone shall be turned over to the agency that was assisted as soon as feasible. Information gathered by the drone while assisting another agency should not be maintained in the custody of the Skokie Police Department unless it meets one of the exceptions outlined in this policy or if it is related to an investigation being conducted by the Skokie Police Department.

VII. Reporting

(a) The Department shall report in writing annually by April 1 to the Authority the number of drones that it owns, the number of times a drone was used pursuant to each paragraph of Section 15 (of the Drones as First Responders Act), including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

(b) The Department shall implement and make publicly available on its website the Department's policy governing the operation, use, administration, and oversight of its drone program.

VIII. Policy and Act Violations

(a) A violation of this policy or related acts will be investigated by the UAS Program Coordinator or their designee in accordance with Department General Order A-13, Internal Affairs.

(b) If the Department learns of a violation of this policy or related acts, the Department will take immediate action to prevent additional violations which will be in accordance with Department General Order A-13, Internal Affairs and may include but is not limited to: training, discipline, or other means that will prevent repeated violations.

(c) If the Department learns of willful and wanton

violations of this policy or related acts, the UAS Program Coordinator will immediately remove the UAS Pilot from the UAS Team and their actions will be investigated in accordance with Department General Order A-13, Internal Affairs.

Appendix A

PREFLIGHT CHECKLIST - UNMANNED AIRCRAFT SYSTEM (UAS)

Before Flight at Location:

1. Review goals of the authorized flight mission.
2. Review current and forecasted weather conditions.
3. Review crew coordination and communication procedures.
4. Review emergency/contingency procedures.
5. Notify Skokie Communications personnel via the police radio of the location of the anticipated flight mission.

At Location:

1. Remove the UAS from case.
2. Remove the UAS gimbal cover(s).
3. Unfold the UAS arms.
4. Check condition of the UAS propellers and confirm they are properly attached to the UAS. (If nicked, cracked, or deemed unsafe, replace propeller(s) before flight).
5. Place the UAS on launch site (level surface clear of any overhead obstacles).
6. Check the UAS battery status (If bulged, dented, or deemed unsafe, discard and replace).
7. Power on Wifi hotspot.
8. Remove the DJI Smart Controller from case and power on.
9. Launch the UAS application on the DJI Smart Controller.
10. Power on the UAS.
11. Locate "Ready to Go" message on the DJI Smart Controller.
12. Confirm GPS and Compass signals.
13. Confirm Return to Home (RTH) is set (50 feet/15 meters higher than highest point in the anticipated flight mission area).
14. Clear the area for takeoff.
15. Power on the UAS motors.
16. Take off.

After-Takeoff Checklist:

1. Hover the UAS approximately 10 feet above ground to confirm the UAS is hovering properly.
2. Confirm that both sticks on the DJI Smart Controller are operating correctly.
3. Notify Skokie Communications personnel via the police radio that the UAS has taken flight.

End-of-Flight-Mission Checklist:

1. Notify Skokie Communications personnel via the police radio that the UAS flight mission has ended.
2. Power off the UAS.
3. Remove the UAS battery and replace with fully charged battery. (If bulged, dented, or deemed unsafe, discard and replace).
4. Check condition of the UAS propellers and confirm they are properly attached to the UAS. (If nicked, cracked, or deemed unsafe, replace propeller(s)).
5. Attach gimbal cover(s).
6. Fold the UAS arms.
7. Return the UAS to the case.
8. Power off Wi-Fi hotspot.
9. Power off DJI Smart Controller and return to case.

Appendix B



Police Department

7300 Niles Center
Skokie, Illinois 60077

Phone (847) 982-5900
Fax (847) 982-5978

www.skokie.org
SkokieVision Municipal Cable
1660 AM Skokie

Council-Manager Government
Mayor George Van Dusen
Clerk Pramod C. Shah
Trustees Michele L. Bromberg
Karen Gray-Keeler
Ralph Klein
Randall E. Roberts
Edie Sue Sutker
Ilona Ulrich
Manager John T. Lockerby
Counsel Michael M. Lorge

Awards and Distinctions

All America City Finalist

American Public Works Association
(APWA) Accreditation
Commission on Accreditation for
Law Enforcement Agencies (CALEA)
Commission on Fire Accreditation
International (CFAI)
Fitch IBCA AAA Financial
Bond Rating
Gold Level Clean Air
Counts Community
Governor's Hometown Award
Government Finance Officers
Association Budget Award
Government Finance Officers
Association Certificate of
Achievement for Excellence in
Financial Reporting
Illinois Law Enforcement
Accreditation (ILEAP)
Insurance Services Office (ISO) Class
One Fire Department
State of Illinois Certified Health
Department
Tree City U.S.A. Distinction

Village of Skokie

Police Department

Report to State's Attorney's Office of Small Unmanned Aircraft Flight Operations

TO: Ms. Leturah Jackson
Cook County State's Attorney's Office

DATE:

FROM: Chief Brian Baker,
Chief of Police, Skokie Police Department

RE: Report of Law Enforcement Small Unmanned Aircraft Flight
Operations pursuant to 725 ILCS 167/15(3)

This form is official notification that the Skokie Police Department conducted a small unmanned aircraft flight in accordance with 725 ILCS 167/15(3) for the purpose of:

- ☐ Preventing imminent harm to life
- ☐ Preventing imminent escape of a suspect
- ☐ Preventing the destruction of evidence

This small unmanned aircraft flight was conducted on from approximately hours until hours and was documented under Skokie Police RD#: - (copy attached).

Sincerely,

Chief Brian Baker,
Chief of Police, Skokie Police Department

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or the authorized designee.

Unmanned Aerial System (UAS) Operations

The Smithton Police Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

Smithton Police Department

Policy Manual

Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Smithton Police Department (725 ILCS 167/35).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 UAS PILOT REQUIREMENTS

All pilots will have successfully completed the FAA Part 107 Class and be issued a current and valid FAA UAS Pilot's license. Additionally, all UAS pilots will attend ongoing departmental training as required.

Unmanned Aerial System

606.6 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

Unmanned Aerial System

606.6.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.6.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.7 UAS CALL OUT PROCEDURES

A list of Certified UAS Pilots will be kept by the UAS Program Coordinator, and supplied to SEPD command staff and supervisors. If a UAS is needed, the on-duty supervisor will determine if any UAS operators are currently working and determine if they are able to respond to the call out request. If no UAS Pilots are working, or if one is working but not available, the supervisor will call out another approved UAS Pilot.

606.8 TRAINED VISUAL OBSERVERS (SPOTTER)

A trained visual observer or spotter shall be within sight and/or direct communication of the UAS pilot at all times during flight. This requirement is waived in situations when there is articulable facts that show human lives could be at risk and deployment of the UAS is necessary to lessen that risk. All visual observers will complete a course of training as determined by the UAS Program Coordinator.

606.9 UAS PILOT REQUIREMENTS

UAS Pilots will:

- maintain a flight log and training log
- document any non-training related use on an incident report or supplemental report
- follow all applicable FAA Part 107 rules and granted waivers
- immediately report any damage caused by a UAS.

606.10 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

Unmanned Aerial System

The UAS shall not be weaponized (725 ILCS 167/18).

606.11 RETENTION OF UAS INFORMATION

The Records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.12 REPORTING

Under the [Illinois Drones as First Responders Act \[Public Act 103-0101\]](#) the UAS program coordinator shall report annually, by July 1, to the Illinois Criminal Justice Information Authority (ICJIA).

The reporting requirements include:

- every law enforcement agency reporting drone ownership
- the number of drones owned by an agency
- the number of times a drone was used including:
 - the date of use
 - the time of use
 - the reason for use
 - location of use
 - whether video was recorded, and
 - whether the video is designated for retention for training purposes.
- a copy of the agency's latest policy concerning drones as of April 1 of the current year (uploaded)

Past reports can be seen [here](#) .

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606.13 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.14 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

605.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

605.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

605.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

605.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 PROGRAM COORDINATOR

The Director of Public Safety will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Director of Public Safety or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Director of Public Safety.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

605.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Director of Public Safety must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

605.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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605.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

605.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

605.7 RETENTION OF UAS INFORMATION

The Administrative Assistant supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

605.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

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Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

605.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

605.10 REPORTING

The Administrative Assistant supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

SPRINGFIELD POLICE DEPARTMENT

<input checked="" type="checkbox"/> DEPARTMENT DIRECTIVE <input type="checkbox"/> DIVISION DIRECTIVE		DIRECTIVE NUMBER 23-005	OPS-10
<input checked="" type="checkbox"/> GENERAL ORDER <input type="checkbox"/> NOTICE <input type="checkbox"/> SPECIAL ORDER <input type="checkbox"/> LEGAL NOTICE			ISSUE DATE 10/09/23
SUBJECT: SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS)	DISTRIBUTION A,B	REVISION DATES	EFFECTIVE DATE 10/09/23
REFERENCES: 720 ILCS 167/ Freedom from Drone Surveillance Act FAA 14 CFR Part 107 Small Unmanned Aircraft Systems			RESCINDS: NEW

I. PURPOSE

The purpose of this policy is to establish guidelines under which small unmanned aircraft may be utilized, and the storage, retrieval and dissemination of images and data captured by such systems.

II. POLICY

It is the policy of the Springfield Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. The sUAS shall be operated in strict compliance with Illinois State law, Federal law, and applicable Federal Aviation Administration (FAA) regulations.

III. DEFINITIONS

For the purpose of this general order, the following terms have the following meanings:

- A. Control station – Any interface used by the remote pilot to control the flight path of the small unmanned aircraft
- B. Controlled airspace – Airspace where Air Traffic Control (ATC) services are provided (Class A, B, C, D and E). Airspace that is under direct control of the ATC, except for Class E.
- C. Declaration of compliance – a record submitted to the FAA that certifies the small unmanned aircraft conforms to the Category 2 or Category 3 requirements.
- D. Digital Multimedia Evidence (DME) - Digital recording of images, sounds, and associated data.
- E. Federal Aviation Administration (FAA) – The division of the United States Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety, and installs and maintains air navigation and traffic control facilities.
- F. Information – means any evidence, images, sounds, data, or other information gathered by a drone.
- G. Pilot in Command (PIC) – The Springfield Police Department employee authorized to operate the sUAS and who (1) has final authority and responsibility for the operation and safety of the flight; (2) had been designated as pilot in command before or during the flight; and (3) holds the appropriate category, class, and type rating, if appropriate, for the conduct of the flight.
- H. Parade – means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration or other assembly protected by the First Amendment.

- I. Public Safety Answering Point (PSAP) – means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.
- J. Routed event – means a Parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. A Routed event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.
- K. Small unmanned aircraft/Small unmanned aircraft system (sUAS) or Drone – an unmanned aircraft and its associated elements, weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft and does not carry a human operator.
- L. Special event – means a concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000 or more. A Special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.
- M. Surveillance – With respect to an owner, tenant, occupant, invitee, or licensee of privately owned real property, the observation of such persons with sufficient visual clarity to be able to obtain information about their identity, habits, conduct, movements, or whereabouts; or with respect to privately owned real property, the observation of such property's physical improvements with sufficient visual clarity to be able to determine unique identifying features or its occupancy by one or more persons.
- N. Uncontrolled airspace – airspace where Air Traffic Control (ATC) services are not provided (Class G airspace)
- O. Visual observer – a person who is designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the small UAS to see and avoid other air traffic or other objects aloft or on the ground.

IV. PROCEDURES

A. Administration

All deployments of sUAS must be specifically authorized by the Chief of Police or their designated representative. The Springfield Police Department has adopted the use of sUAS to provide an aerial visual perspective in responding to emergency situations and exigent circumstances, and shall otherwise obtain a search warrant based on probable cause when using the sUAS for any other purpose. The Springfield Police Department shall not use the sUAS to gather information, except as provided under 725 ILCS 167/15. The sUAS may be used for the following objectives:

1. Situational Awareness/Disaster Response: To assist decision makers (e.g. incident command staff; first responders; city, county and state officials) in understanding the nature, scale and scope of an incident – and for planning and coordinating an effective response during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act. The use of a sUAS under this section does not require an official declaration of a disaster or public health emergency prior to use. The Department may use the sUAS to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts;
2. Search and Rescue: To assist missing person investigations, not criminal investigations, including but not limited to, AMBER alerts, Silver Alerts, and other search and rescue missions in order to aid an individual who cannot be safely reached;
3. Scene Documentation: To document a crime scene, accident scene, or other major incident scene (e.g., disaster management), aid in the reconstruction of crime scene, scene of traffic accident, and large scale scenes as deemed appropriate. Also to assist in the management of police response to an incident and provide video/ audio recording as deemed appropriate. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under

Section 108-3 of the Code of Criminal Procedure of 1963 or lawful consent to search. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search. The Springfield Police Department shall make every reasonable attempt to only photograph the crime scene or traffic crash scene and avoid other areas when operating a sUAS under this section.

4. Terrorism Response: To counter a high risk of a terrorist attack by a specific individual or organization of the United States Secretary of Homeland Security determines that a credible intelligence indicates that there is such a risk;
5. Imminent Danger to Life or Serious Damage to Property: If the Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent danger to life, to forestall the imminent escape of a suspect or the destruction of evidence.
 - a. The use of a drone under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a drone under this paragraph, the Chief of Police or their designee must report in writing the use of a drone to the Sangamon County State's Attorney's office.
6. Search warrant: The sUAS may be used if the Department first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
7. Infrastructure Inspection: To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. The Department shall make every reasonable attempt to photograph only the building or structure and is to avoid operating the sUAS in other areas. All information gathered pursuant to this section shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
8. Demonstrations: The Department may use the sUAS to demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. Response to Public Safety Answering Point (PSAP): To respond to PSAP dispatched calls for service, when the sole purpose for using the sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. Routed or Special Events: If the Department is using the sUAS at a Routed or Special event, the following is required:
 - a. Notice must be posted at the event location for at least 24 hours before the event and clearly communicate that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - b. Notice must be posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - c. The drone must be flown in accordance with Federal Aviation Administration safety regulations. The Department may use the drone: (i) in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or (ii) during the event to proactively support public safety personnel by monitoring the event footprint in real time to: (1) detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing; (2) evaluate crowd size and density; (3) identify activity that could present a public safety issue for the crowd as a whole, including crowd movement; (4) assist in the response of public safety-personnel to a real-time public safety incident at the event; and (5) assess the traffic and pedestrian flow around the event in real time.

All information gathered pursuant to this section shall be destroyed within 24 hours after being gathered.

B. General procedures for sUAS use

1. The Department will obtain all applicable authorizations, permits, registrations or certificates required by the Federal Aviation Administration (FAA) prior to deploying or operating the sUAS, and these authorizations, permits, registrations and certificates will be maintained and current.
2. The sUAS will only be operated by personnel (pilots and crew members) who have been trained and certified in the operation of the system.
3. There will be at least one Visual Observer for any law enforcement or public safety related sUAS mission.
4. The FAA sUAS facility map will be used to check airspace restrictions. Smart phone applications such as AIRMAP or UAV FORECAST can be used to supplement facility maps.
5. The uUAS certified personnel shall utilize a pre-flight checklist to inspect and test sUAS equipment prior to each deployment, to verify the proper functioning and the airworthiness of the device.
6. The sUAS equipment is the responsibility of individual officers and will be used with reasonable care to ensure proper functioning. Equipment malfunctions shall be brought to the attention of the officer's supervisor as soon as possible so that an appropriate repair can be made or a replacement unit can be procured.
7. The sUAS equipment and all data, images, video, and metadata captured, recorded, or otherwise produced by the equipment is the sole property of the Department.
8. All sUAS flights will be documented on an electronic database. All information regarding the flight will be documented including:
 - a. Flight time start, end and total flight time;
 - b. The reason for the flight;
 - c. The date, time and location of the flight;
 - d. The supervisor that authorized the sUAS flight;
 - e. All officers/supervisors assigned to the flight including the Pilot in Command (PIC)
 - f. A summary of the activities covered in the flight;
 - g. Actions taken;
 - h. Outcomes from the deployment.
9. Except for those instances where officer safety or investigation could be jeopardized, and were reasonably possible and practical, supervisor should consider notifying the public.
10. During routine police investigations, if there are specific and articulable ground to believe that the sUAS will collect evidence of criminal wrongdoing and/if the sUAS will be used in a manner that may intrude upon reasonable expectations of privacy, the agency will obtain a search warrant prior to the flight.

C. Restrictions on using the sUAS

1. The sUAS shall be deployed and used only to support official law enforcement and public safety missions, or training for such missions.
2. The sUAS shall not be operated in an unsafe manner or in violation of Illinois laws, Federal Laws or FAA regulations.
3. The sUAS shall not be equipped with weapons of any kind.
4. The sUAS shall weigh less than 55 pounds, be properly registered with the FAA, and have proper FAA registration markings. The sUAS must have functioning position lights if it is to be flown within twilight hours, and have a maximum groundspeed of 100 MPH.
5. Wind speed must be within limits published by the UAS Manufacturer, with no severe weather or thunderstorms within 5 miles.
6. The sUAS will be used only in visual line-of-sight (VLOS). The unmanned aircraft must remain within VLOS of the remote PIC, the person manipulating the flight controls of the small UAS, and the visual observer. At all times the small unmanned aircraft must remain close enough to the remote PIC to be capable of seeing the aircraft with vision unaided by any device other than corrective lenses.
7. The sUAS may not operate over any persons not directly participating in the operation, not under a covered structure, and not inside a covered stationary vehicle.
8. The sUAS will be operated with a maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure.
9. The sUAS must yield right of way to other aircraft.
10. The PIC cannot act as a remote pilot in command or VO for more than one unmanned aircraft operation at one time.
11. No operations from a moving aircraft.
12. No operations from a moving vehicle unless the operation is over a sparsely populated area.

13. No flight will be conducted in the same area as manned public safety aircraft unless two way communication has been established between the sUAS PIC or VO and the manned aircraft PIC or aircrew. Joint operations will only be conducted if all crews are in agreement. Part of the joint mission planning will be lost communication and/or visual contact responses for both PICs. If there is any dispute, the UAS PIC will defer to the manned aircraft while that aircraft is working in the area. UAS and manned aircraft will keep altitude separation of at least 500 feet vertically. It is preferred that the two aircraft will also remain separated laterally with different geographic operational areas.
 14. The use of onboard facial recognition software that works in conjunction with the drone during flight is strictly prohibited, unless either (i) the Department is using the drone to counter a high risk of a terrorist attack by a specific individual or organization and the United State Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or (ii) the Department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 15. The Department is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
- D. Additional regulations and operations for sUAVs will be found in FAA 14 CFR 107.29 Daylight Operation COA. The PIC will be responsible for understanding, abiding and following all FAA specific and current regulations. If there is a conflict between this General Order and the current FAA regulations, the FAA regulations will be followed.
1. Altitude and distance
 - a. The maximum flight deck altitude will be 200 feet AGL;
 - b. The distance of operation will not exceed 300 feet.
 2. Operations

All operations will be conducted by a Remote Pilot in Command and Visual Observer

 - a. The PIC will be FAA 107A Certified;
 - b. The PIC and visual observer must be able to be in visual and verbal communication without the use of a radio or mobile device at all times.
 3. Aircraft and scene lighting
 - a. No person may operate a small unmanned aircraft system at night unless:
 - 1) The remote PIC of the sUAS has completed an initial knowledge test or training; and
 - 2) The sUAS has lighted anti-collision visible for at least 3 statute miles that has a flash rate sufficient to avoid a collision. The remote PIC may reduce the intensity of, but may not extinguish, the anti-collision lighting if he or she determines that, because of operating conditions, it would be in the interest of safety to do so.
 - b. Surface area of operations will be as well lighted, as possible.
 4. Pre-flight operations
 - a. If possible, the PIC and Visual Observer will walk the area of the planned operation to look for any obstructions;
 - b. Optimal Surface Area Lighting of the area of operation will be used.
 5. Privacy Considerations
 - a. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

- b. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight
- 6. sUAS Supervision and Reporting
 - a. sUAS supervisory personnel shall manage all deployments and uses of sUAS to ensure that officers equipped with sUAS devices utilize them in accordance with policy and procedures defined herein.
 - b. An authorized sUAS supervisor or administrator will audit flight documentation at regular intervals. The results of the audit will be documented. Any changes to the flight time counter will be documented.
 - c. The Chief of Police or sUAS Supervisor shall file an annual report with the Illinois Criminal Justice Information Authority by April 1 of each year, the number of sUAS that the Springfield Police Department owns, in accordance with the Illinois Freedom from Drone Surveillance Act.
 - d. A report will be made to the FAA within 10 days of any operation that results in at least serious injury, loss of consciousness, or property damage of at least \$500.
- E. Records & DME Retention, Management and Information Disclosure
 - 1. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
 - a. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
 - b. The Department will not sell any information gathered by the drone nor disclose an information gathered by the drone to any person to whom disclosure is not authorized.
 - c. Nothing under this General Order or the Freedom from Drone Surveillance Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.
 - 2. Pursuant to 725 ILCS 167/20, within 30 days of the recording, unless otherwise specified in Section IV, the Springfield Police Department shall destroy all information gathered by the sUAS, except when a supervisor of the Department determines one of the following: (1) there is reasonable suspicion that the information contains evidence of criminal activity;(2) the information is relevant to an ongoing investigation or pending criminal trial; (3) a supervisor of the Department deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or (3) the information consists of only flight path data, metadata, or telemetry information of the drone
 - 3. The Springfield Police Department will not acquire information from or direct the acquisition of information through the use of a sUAS owned by a private third party. However, in the event that the Springfield Police Department does acquire voluntarily submitted information from or directs the acquisition of information through the use of a privately owned sUAS pursuant to Section IV, any information so acquired is subject to paragraphs a and b of this Section. Nothing shall prohibit the Springfield Police Department from accepting voluntarily submitted information by a privately owned sUAS.
 - 4. All DME shall be handled in accordance with existing policy on data and record retention, where applicable.
 - 5. All DME shall be securely downloaded at the completion of each mission. The sUAS certified operators will record information for each file that shall include the date, time, location, and case reference numbers or other mission identifiers and identify the sUAS personnel involved in the mission.
 - 6. Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner the sUAS DME without prior written authorization and approval of the Chief of Police or his or her designee.

7. All access to sUAS DME must be specifically authorized by the Chief of Police or his or her designee, and all access is to be audited to ensure that only authorized users are accessing the data for legitimate and authorized purposes.

F. Reporting

1. If the Department owns one or more drones, the Deputy Chief of Field Operations shall submit an annual report by April 1 to the Illinois Criminal Justice Information Authority, describing the number of drones owned by the Department, the number of times a drone was used pursuant to Section IV of this General Order, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

V. POLICY VIOLATIONS

- A. In the event that the sUAS is used for any other purpose other than described in Section IV of this General Order, the Department member involved shall be subject to discipline. In the event the Department learns of any willful or wanton misuse of the sUAS under this General Order, the Pilot will immediately be removed from the Department's drone program and subject to discipline.

Ken Scarlette, Chief of Police

Reviewed for Legal Sufficiency: Nicholas Correll, Assistant Corporation Counsel

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

Unmanned Aerial System

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, for deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

- Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
 - (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
 - (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
 - (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
 - (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
 - (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
 - To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
 - To harass, intimidate, or discriminate against any individual or group.
 - To conduct personal business of any type.
- The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The records supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 INSPECTION AND CARE OF EQUIPMENT

The UAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

Prior to use, assigned officers shall:

- (a) Using an equipment checklist, inspect the UAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer recommendations.
- (b) Inspect the body of the UAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flightworthy condition.

606.9 TRAINING

- (a) Prior to authorization to operate a UAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the UAS and the procedures outlined in this policy.
- (b) Assigned officers will undergo an annual training to ensure continued effective operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy.
- (c) Additional training may be provided at periodic intervals to ensure the continued effective use and operation and proper calibration of the equipment.

606.10 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.11 ACCIDENT REPORTING

The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:

- (a) Serious injury to any person or loss of consciousness.
- (b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:

- (a) Name and contact information for operators and witnesses.
- (b) Type of operation.
- (c) Type of device and registration number/certificate.
- (d) Event location and incident details.
- (e) Evidence collection such as photos, video, and device confiscation, if necessary.

When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://www.faa.gov/uas/reportaccident>

606.12 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

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If a determination is made that a member has violated the Act, the department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

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Unmanned Aerial System

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- Implementing a system for public notification of UAS deployment.
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- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
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- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

"Authorized operators who have completed the required training or operators under the direct supervision of an authorized operator that has completed the required training shall be permitted to operate the UAS.

Unmanned Aerial System

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UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
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- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
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- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.
- (j) To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.

Unmanned Aerial System

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Unmanned Aerial System

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

605.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

605.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

605.2 POLICY

Best Practice

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

605.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 PROGRAM COORDINATOR

Best Practice MODIFIED

The Deputy Chief of Police will be the program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.

Unmanned Aerial System

- Ensuring all department operators are FAA Part 107 Certified or FAA Part 61 Certified with ALC-451 training.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization from the Deputy Chief of Police, Chief of Police, or Sergeant depending on the type of mission.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.
- Implementing a minimum of bi-monthly training for all department operators.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

605.5 USE OF UAS

State **MODIFIED**

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

See attachment: [SOPSwanseaUAS.pdf](#)

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Unmanned Aerial System

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

605.5.2 FACIAL RECOGNITION WITH UAS

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Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

605.6 PROHIBITED USE

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The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

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Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

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- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

605.8 REPORTING

State

The Records supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

Unmanned Aerial System

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

605.9 DISCLOSURE OF UAS INFORMATION

State

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

605.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

State

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Attachments

SOPSwanseaUAS.pdf



Police Department

Village of Swansea

Chief Matthew T. Blomberg

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Non-Emergency 618-233-8114

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- ❖ Integrity
- ❖ Teamwork
- ❖ Service
- ❖ Leadership

STANDARD OPERATING PROCEDURES

UNMANNED AIRCRAFT SYSTEMS (UAS) OPERATING PROCEDURES

Revision Date: New

Issuance Date:

Policy Statement: The operation of UAS is regulated by the Federal Aviation Administration (FAA) and relevant Illinois state law. This policy establishes the authorized use and operational guidelines for Unmanned Aircraft Systems (UAS) for the Swansea Police Department.

Purpose: This SOP establishes standards for the safe use and operation of UAS, while reducing risks to public safety, security, and privacy regarding unmanned aircraft systems.

Scope: This SOP covers the guidelines for use and procedures of the UAS for all sworn personnel.

I. Definitions:

- A. **Unmanned Aircraft System (UAS)** means an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is onboard or otherwise attached to the aircraft.
- B. **Federal Aviation Administration (FAA)** – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- C. **Remote Pilot in Command (RPIC)** is an individual who has received a Remote Pilot Certification from the FAA.
- D. **Visual Observer (VO)**– The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.
- E. **Visual Line of Sight (VLOS)** - The Remote Pilot and/or the Visual Observer can see, unaided, the UAS under their control during flight.
- F. **Part 107**- Refers to the FAA remote pilot licensing covered under 14 CFR 107.

II. Permitted Use of UAS

725 ILCS 167 Freedom from Drone Surveillance Act

A. 725 ILCS 167/15 Exceptions for use of UAS by law enforcement agency.

1. To counter a high risk of a terrorist attack by a specific individual or organization, which has been verified by the United State Secretary of Homeland Security.
2. The execution of a lawful search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
3. If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to prevent the imminent escape of a suspect or the destruction of evidence.
4. If a law enforcement agency is attempting to locate a missing person, and is not also undertaking a criminal investigation.
5. If UAS is solely used for crime scene and traffic crash scene photography. The use of UAS on private property to collect evidentiary photography requires either a search warrant based on probable cause or lawful consent to search. The use of UAS for crime scene recording on public property does not require the issuance of a search warrant or lawful consent.
6. If a law enforcement agency is using the UAS during a disaster or public health emergency. The use of the UAS under these circumstances does not require a disaster declaration and may be used to gather information necessary for the determination whether a disaster or public health disaster should be declared.

III. UAS Pilot Qualifications (FAA Part 107 Guidelines)

- A. Establishes a remote pilot in command position.
- B. A person operating a small UAS must either hold a remote pilot airman certificate with a small UAS rating or be under the direct supervision of a person who does hold a remote pilot certificate (remote pilot in command).
- C. To qualify for a remote pilot certificate, a person must:
 1. Demonstrate aeronautical knowledge by either:
 - a) Passing an initial aeronautical knowledge test at an FAA-approved knowledge testing center
 - b) Hold a part 61 pilot certificate other than student pilot, complete a flight review within the previous 24 months, and complete a small UAS online training course provided by the FAA (ALC-451).

- D. Part 61 pilot certificate holders may obtain a temporary remote pilot certificate immediately upon submission of their application for a permanent certificate.
- E. Part 107 certification is good for 2 years and must be renewed by passing the aeronautical knowledge administered by the FAA.

IV. Remote Pilot In Command Responsibilities

A remote pilot in command must:

1. Make available to the FAA, upon request, the UAS for inspection or testing, and any associated documents/records required to be kept under the rule.
2. Report to the FAA within 10 days of any operation that results in at least serious injury, loss of consciousness, or property damage of at least \$500.
3. Conduct a preflight inspection, to include specific aircraft and control station systems checks, to ensure the small UAS is in a condition for safe operation.
4. Ensure that the small unmanned aircraft complies with the existing registration requirements specified in § 91.203(a) (2).
5. A remote pilot in command may deviate from the requirements of this rule in response to an in-flight emergency.
6. A flight log shall be kept with the date, flight length, weather conditions, pre-flight check status, complaint number (if applicable), and pilot identification. The flight log will be kept on a Google drive account controlled by the Deputy Chief of Police.
7. All operations shall be planned and monitored by a certified part 107 pilot in command. All flights should consist of a pilot in command and a visual observer, at minimum.

V. Operation Limitations

- A. Unmanned aircraft must weigh less than 55 lbs. (25 kg).
- B. Visual line-of-sight (VLOS) only;
 1. The unmanned aircraft must remain within VLOS of the remote pilot in command and the person manipulating the flight controls of the UAS, or
 2. Alternatively, the unmanned aircraft must remain within VLOS of the visual observer.
- C. At all times the small unmanned aircraft must remain close enough to the remote pilot in command and the person manipulating the flight controls of the UAS for those people to be capable of seeing the aircraft with vision unaided by any device other than corrective lenses.
- D. Small unmanned aircraft may not operate over any persons not directly participating in the operation, not under a covered structure, and not inside a covered stationary vehicle.

- E. During civil twilight (30 minutes before official sunrise to 30 minutes after official sunset, local time) or night the UAS will have appropriate anti-collision lighting visible in all directions at a minimum of 3 statute miles.
- F. Must yield right of way to other aircraft.
- G. Must use visual observer (VO).
- H. First-person view camera cannot satisfy “see-and-avoid” requirement but can be used as long as requirement is satisfied in other ways.
- I. Maximum groundspeed of 100 mph (87 knots).
- J. Maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure.
- K. Minimum weather visibility of 3 miles from control station.
- L. Operations in Class B, C, D, and E airspace are allowed with the required ATC permission.
- M. Operations in Class G airspace are allowed without ATC permission.
- N. No person may act as a remote pilot in command or VO for more than one unmanned aircraft operation at one time.
- O. Requires preflight inspection by the remote pilot in command.
- P. A person may not operate a small unmanned aircraft if he or she knows or has reason to know of any physical or mental condition that would interfere with the safe operation of a UAS.
- Q. Most of the restrictions discussed above are waivable if the applicant demonstrates that his or her operation can safely be conducted under the terms of a certificate of waiver. Waivers shall be granted by the FAA upon request.

VI. Some operations are not covered under Part 107 and will require a waiver. Here are some common examples of Part 107 sections that are subject to waiver:

- A. Operation from a moving vehicle or aircraft (§ 107.25)
- B. Visual line of sight aircraft operation (§ 107.31)
- C. Operation over people (§ 107.39)
- D. Operation in certain airspace (§ 107.41)

VI. UAS Registration

- A. Department-owned UAS must be registered with the FAA every three (3) years with payment of \$5 being paid to the FAA.
- B. To register the UAS visit <https://faadronezone.faa.gov/#/>
- C. An FAA registration number must be attached to the UAS and visible at all times.

VII. Accident Notification and Investigation

- A. All in flight accidents and incidents involving fatalities, injuries, property damage, and lost link shall be immediately reported to the Deputy Chief of Police.
- B. All accidents involving serious injury or property damage over \$500 (which includes materials and labor) will be reported to the FAA within 10 days of the incident.
- C. All damage will be reported through an official police report, with physical evidence and photographic evidence collected and secured under Swansea Police Department evidence policies.
- D. When an accident meets the criteria listed under this section, the RPIC shall provide notification to the FAA by using the FAA's DroneZone Portal at:
https://www.faa.gov/uas/report_accident/
- E. Pursuant to 725 ILCS 167/15(3) the Deputy Chief of Police will inform the appropriate State's Attorney's office in writing of the use of the UAS pursuant to specific requirements in section 15, paragraph 3 within 24 hours.

VIII. UAS Visual Observer (VO)

- A. Assistance shall include, but not be limited to:
 - 1. Performing assignments assigned by a RPIC.
 - 2. Assisting the RPIC in the safe conduct of all flights, including but not limited to:
 - a) The VO shall assist in see-and-avoid operations of the UAS.
 - b) The VO shall remain in contact with the RPIC and communicate any obstacles the aircraft might encounter.
 - c) If the flight becomes a hazard to ground personnel or other aircraft, the VO shall immediately notify the RPIC.
 - d) During any phase of flight, if the VO notices a malfunction with the aircraft, he should immediately notify the RPIC.

IX. After Hours Callouts

- A. In the event the UAS is needed and no RPIC is on-duty, the Deputy Chief of Police will be notified, who shall coordinate with a RPIC to determine if conditions are favorable to deploy the UAS.
 - 1. Incidents where a UAS may be called out:
 - a) Missing person(s)
 - b) Over watch for high-risk search/arrest warrant execution
 - c) Evidence photography for large outdoor crime scene
 - d) Barricaded subject(s)
 - e) Outdoor search for suspect(s) wanted on felony charges
 - f) To access natural or human-made disaster damage
 - g) Public relations events approved by the Chief of Police
- B. All missions will include:

1. Notification to Dispatch for a complaint number if not already assigned to the call
 2. If UAS is being operated for an outside agency, a complaint number for an Assist other Agency shall be recorded and report written detailing the mission. All UAS reports are to be forwarded to the Deputy Chief of Police.
 3. Dispatch should be notified of beginning and ending of flight. Times should be recorded in the CAD system.
 4. Flight details should be recorded on flight log along with the completion of a supplemental report, which should be attached to the original call for service.
 5. All photographic/video recorded data shall be uploaded to evidence.com and classified as drone footage, per Swansea Police Department evidence policy and procedures.
- C. Mutual Aid – Any requests for the Swansea Police Departments UAS by an outside agency will be forwarded to the Sergeant or OIC on duty. The Sergeant or OIC will make a determination to contact the Deputy Chief of Police if the situation is warranted. The Deputy Chief of Police will determine if the request should be granted or denied. Final determination for granting the request must be made by the Chief or Deputy Chief of Police.
- D. Whenever possible, if the UAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- VII. UAS Training
- A. The Swansea Police Department will provide training as needed for personnel assigned to the UAS program, training should include, but is not limited to:
1. Licensing and testing requirements.
 2. Practice flight time.
 3. Any other training deemed necessary by the Deputy Chief of Police.
- VIII. Maintenance and Care
- A. The RPIC is responsible for the care and maintenance of the UAV.
- B. Routine maintenance for the UAV shall be done according to specification outlined by the UAV manufacturer.
- IX. Storage
- A. The UAV shall be kept in a specified area when not in use.
- B. The UAV shall not be left in a vehicle for extended periods when not in use.

BY ORDER OF:

CHIEF OF POLICE

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

Tinley Park Police Department

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Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

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Unmanned Aerial System

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Division supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Division supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Administrative Assistant supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The drone supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

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606.10 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Unmanned Aerial System

610.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

610.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

610.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

610.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

610.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

610.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

Unmanned Aerial System

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney. (See SAO Notification form in attachments section)
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

610.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

610.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17).

Unmanned Aerial System

Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described below:(725 ILCS 167/17)

- (a) To counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or,
- (b) The department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.

610.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

610.7 RETENTION OF UAS INFORMATION

The Program Coordinator shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

- (a) For most instances of UAS usage the information gathered will be destroyed within 30 days after being gathered.
- (b) When the UAS is utilized at a routed or special event the information gathered will be destroyed within 24 hours after being gathered.
- (c) When the UAS is utilized for infrastructure inspections at the request of a local government agency, the information gathered shall be immediately destroyed after being turned over to the requesting government agency.

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

Unmanned Aerial System

610.8 REPORTING

The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35 to include:

- (a) Number of times the UAS was used
- (b) Date and time of UAS use
- (c) Reason for UAS use
- (d) Location of UAS use
- (e) Whether video was recorded
- (f) Whether the video is designated for retention for training purposes

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

610.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

610.10 COMPLIANCE WITH THE DRONES AS FIRST RESPONDERS ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

610.11 ATTACHMENTS

See attachment: [SAO Notification Letter.pdf](#)

Attachments

SAO Notification Letter.pdf



DIVISION OF PUBLIC SAFETY

University of Illinois Police Department
1110 W. Springfield Ave., MC-240
Urbana, IL 61801-3024

Memorandum

To: Champaign County State's Attorney's Office

Attn: Troy Lozar and/or Lindsey Clark

From: University of Illinois Police Department

Subject:

This memorandum serves as notification in compliance with Illinois Compiled Statute **725 ILCS 167/15(3)** *without prior judicial approval or another exception because the LEO has Reasonable Suspicion swift action is required to prevent harm, escape, or destruction. That requires notice within 24 hours of the 'initiation of use' of the drone*, that an FAA licensed (FAA Part 107) member(s) of the University of Illinois Police Department utilized internal Unmanned Aircraft Systems (UAS) resources in response to the following incident.

Date of Incident:

Incident/Case Number: Format: 202 -

Operator:

Flight Time- Start: Finish :

Was Video retained as evidence? No: Yes: If yes, evidence tag #:

Was this in assistance to another agency?

No: Yes: If Yes: **Additional** If Other:

Comments:



Vermilion County Sheriff Department

Departmental Order

Type General	Serial Number 2022-3		
Subject Unmanned Aircraft System	Date of Issue 07-01-22	Effective Date 07-01-22	Cancellation Date
Distribution All Sworn Officers	Special Instructions		

PURPOSE:

A drone's ability to reach inaccessible or dangerous locations has an advantage over manned helicopters because they eliminate the risk to human life. UAS have the potential to help in search and rescue missions by covering more ground and keeping police officers safe by providing an eye in the sky in dangerous situations. The UAS (Unmanned Aircraft System) will be used to enhance public safety and in assist law enforcement search and rescue operations.

- A. Tactical Operations:** The UAS will be used to enhance and support tactical operations in area of Vermilion County should a request for assistance be made and approval authorized. SOG (Special Operations Group) and narcotics operations, and detectives, during the execution of warrants, may utilize UAS to provide real time situational awareness of the target during high risk operations. The ability to provide this aerial view may enhance officer safety and document movements of officers and civilians.
- B. Search and Rescue:** Unmanned systems equipped with thermal/optical camera and multi-sensor navigation systems are designed to find people in rugged outdoor environments. The ability to use this aircraft to search large areas quickly using the attached technology equipment will improve the resolution of search and rescue operations.
- C. Crime and Collision Scene:** The USA can also be used for crime scene over watch; as well as, used to document and record crime scenes and accident scenes.

POLICY:

- A.** It is the policy of this agency to use UAS in coordination with law enforcement offices conducting specific missions as guided by the Certificate of Authorization

(COA) issued by the Federal Aviation Administration (FAA) &/or Part 107 Waiver. This policy is designed to minimize risk to persons, property, and aircraft during the operation of the UAS while safeguarding constitutional protections and privacy interests of all persons.

DEFINITIONS:

- A. UAS:** Unmanned Aircraft Systems.
- B. Operator (UA Pilot):** The individual responsible for the overall flight operations of a specific mission.
- C. Observer:** Monitor the flight characteristics of the aircraft while in communications with the operator to ensure proper flight and that the aircraft remains clear of obstacles and low flying air traffic. The individual responsible for the operation of all camera and remote sensing functions during UAS operations.
- D. COA:** For public operation, the FAA issues a Certificate of Authorization or waiver that permits public agencies and organizations to operate a particular UAS for a particular purpose, in a particular area. The COA allows an operator to use a defined block of airspace and includes special safety provisions unique to the proposed operation. COAs usually are issued for a specific period – up to two years in many cases.

PROCEDURES:

UAS operators and observers and supervisors will have the protection of citizen's civil rights and reasonable expectations of privacy as a key component of any decision made to deploy the UAS. UAS operators and observers and supervisors will ensure that operations of the UAS cause no greater intrusion on privacy interests than is necessary to carry out the mission in accordance with the law. To accomplish this primary goal this agency will:

- A.** When the UAS is being flown the onboard cameras will be turned so as to be facing away from occupied structures, etc to minimize inadvertent video or still images of uninvolved persons.
- B.** All video and still images will be maintained in strict compliance with Agency policies and procedures.
- C.** The UAS unit will not conduct random surveillance activities. The use of the UAS will be tightly controlled and regulated by the Sheriff or their designee.
- D.** The authorized missions for the UAS are:
 - a.** Video/photographs for investigative support (homicide Scene, SOG)
 - b.** HAZMAT Response
 - c.** Search and Rescue
 - d.** Barricaded persons / Hostage situations / Active shooters

- e. Traffic collisions
 - f. Disaster Response (floods, Tornado Damage, etc.)
 - g. Bomb Threats
 - h. All other requested uses will be approved by the Sheriff or their designee prior to deploying the UAS.
 - i. If UAS is going to be used over a residential property for an investigation a Warrant shall be obtained unless the UAS Commander can articulate probable cause that exigent circumstances exist. The Warrant should be obtained as soon as practical.
- E. The UAS program will operate strictly within the law and regulations. If in doubt, prior to operating the UAS the Sheriff or their designee will ensure that Warrants are applied for and obtained. The agency will balance all operations with the need to accomplish the mission while maintaining public privacy and the freedom from intrusions.
- F. A committee will be formed and meet at least annually, or when legal or regulatory issues arise, for the purpose of reviewing the existing UAS policy and procedures as well as new technologies and laws and regulations on UAS usage. The committee chaired by the Sheriff will consist of personnel from UAS unit such as the UAS unit Commander, Operators and Observers, Professional Standards / Internal Affairs, Special Operations, Detectives and Patrol representatives, civilians who have specialized knowledge of UAS operations such as the Manufacturer or FAA representatives. A copy of the policies and procedures (electronic and/or paper) will be issued to every person having UAS responsibilities.

PERSONNEL:

- A. The Sheriff shall be or will designate a command level officer to be the UAS Unit Commander. The Commander shall report directly to the Sheriff or Undersheriff. The UAS Commander shall be responsible for the overall direction and performance of the UAS unit.
- B. **Responsibilities:**
- a. Selection of UAS personnel
 - b. Maintaining all training, flight and maintenance records for each operator and observer as well as individual airframes,
 - c. Maintain contact with the FAA and regulations as they change, calling for committee meeting when necessary to maintain up to date policies and procedures.
 - d. Evaluate airframes based on mission needs

- e. Maintain a current class II flight physical and proficiency on all UAS operated by the unit.
- f. Prepare a written “After Action – Mission Report” and brief the Sheriff or their designee.

C. Operators/Pilot in Command (PIC):

- a. An operator’s primary duty is the safe and effective operation of UAS in accordance with the manufacturers’ approved flight manual, FAA regulations and agency policy and procedures.
- b. Pilot Rating. Operators are authorized to conduct operations in accordance with the FSIMS 8900.1, Volume 16, Chapter 4, Section 1, Pilots. Operators must hold, at a minimum, a FAA Private Pilot Certificate, or FAA Remote Pilot Certificate, or the Manufacturer’s UAS Flight School Certificate or a military equivalent. Currency in a manned aircraft is not required. The PIC’s must be in general good health and not have any medical condition that could potentially hinder the safe flight of a mission or training exercise.
- c. Operators must remain knowledgeable of all FAA regulations COA; UAS manufacturer’s flight manual and bulletins and Agency policy and procedures.
- d. Operators may be temporarily removed from flight status at any time by the UAS Commander, Undersheriff or the Sheriff for reasons including performance, proficiency, physical condition, etc. Should this become necessary, the operator will be notified verbally and in writing of the reason, further action to be taken and expected duration of such removal.

D. Observers:

- a. Observers must have been provided with sufficient training to communicate clearly to the operator any turning instructions required to stay clear of conflicting traffic. An observer’s primary duty is to operate the UAS’s equipment including cameras, FLIR, radio communications with patrol units as well as be an observer for anything that may affect the operator’s primary duty (see and avoid).

E. Outside Jurisdiction – Request for Support – Mutual Aid:

- a. Requests for support from other government agencies within, or outside the jurisdiction of this agency will be forwarded to the UAS Commander who after consideration will either deny the request outright because the request is clearly outside the policy of the agency or forward the request to the Sheriff or the Undersheriff for approval for use of the UAS. Proper policy and procedure, as well as FAA regulations shall be followed when accepting mutual aid support for the UAS.

- F. Safety:** The Vermilion County Sheriff's Department is committed to having a safe and health workplace, including:
- a. The ongoing pursuit of an accident free workplace, including no harm to people, no damage to equipment, the environment and property.
 - b. A culture of open reporting of all safety hazards in which management will not initiate disciplinary action against any personnel who, in good faith, disclose a hazard or safety occurrence due to unintentional conduct.
 - c. Support for safety training and awareness programs.
 - d. Conducting regular audits of safety policies, procedures and practices.
 - e. Monitoring the UAS unit to ensure best safety practices are incorporated into the unit.
 - f. It is the duty of every member within the UAS unit to contribute to the goal of continued safety operations. This contribution may come in many forms and includes always operating in the safety manner practicable and never taking unnecessary risks. Any safety hazard, whether procedural, operational or maintenance related should be identified as soon as possible after, if not before, an incident occurs. Any suggestions in the interest of safety should be made to the UAS Commander.
 - g. If any member observes, or has knowledge, of an unsafe or dangerous act committed by another member, the UAS Commander is to be notified immediately so that corrective action may be taken.
 - h. In regards to safety, all members of the UAS unit are responsible for the following:
 - i. Ensuring all flight operations personnel understand applicable regulatory requirements, standards and organizational safety policies and procedures.
 - ii. Observe and control safety systems by monitoring all operations
 - iii. Review standards and the practices of agency personnel as they impact operational safety.
 - iv. Communicate all reported safety related problems and the corrective action taken. If there were any in-flight problems (or learned experiences)
 - v. Reading and understanding all pertinent safety information
 - vi. Reading and understanding all emergency safety bulletins
 - vii. It is emphasized again that safety is the responsibility of ALL members of the UAS unit.

G. Medical Factors

- a. Operator and Observers shall only deploy the UAS when rested and emotionally prepared for the tasks at hand.
- b. Physical illness, exhaustion, emotional problems, etc., can seriously impair judgement, memory and alertness. The safety rule is not to act as an operator or observer when suffering from any of the above. Member are expected to “stand down” when these problems could reasonably be expected to affect their ability to perform flight duties.
- c. A Self-assessment of physical condition shall be made by all members during pre-flight activities.
- d. Performance can be seriously hampered by prescription and over the counter drugs. Many medications cause drowsiness and hamper sound decision making abilities and reaction. The UAS commander will be advised anytime such drugs are being taken. If it is determined that the medication being taken could hamper an operator or observer, that member shall be prohibited from the deployment or exercise.
- e. No member shall act as an operator or observer within eight hours after consumption of any alcoholic beverage, or while under the influence of alcohol.

H. Operational Hazard and Occurrence Report (OHOR) and Investigations

- a. Occurrences are unplanned safety related events, including accidents and incidents that could impact safety.
- b. A hazard is something that has the potential to cause harm. The systematic identification and control of all major hazards is foundational to safety.
- c. The OHOR concept provides a mechanism to report hazards and occurrences, real and perceived, to those responsible for UAS operations.
- d. There is no specific OHOR form. The information provided is what is important. Incidents should be documented without hesitation to report any anticipated, current, or experiences safety hazard, or occurrence. Further, the OHOR can be submitted anonymously, and to whatever level in the chain of command of this agency to get the matter proper attention, without fear of reprisal.
- e. Every hazard and/or occurrence will be investigated, with the results and corrective action taken communicated to all members. The investigation will be conducted by the UAS commander and the designee of the Sheriff who has authority over internal investigations. Due to the technical aspects of the UAS operations an independent subject matter expert may be necessary in some cases to assure a thorough and complete investigation.

- f. ALL UAS MEMBERS ARE AUTHORIZED TO TAKE ACTION TO CORRECT A HAZARD if in that member's opinion delay will result in accident or injury. The UAS Unit Commander will be notified immediately in such situations.

I. Training

- a. The key to continued safe operations is by maintaining a professional level of competency. The first step in this process is establishing minimum qualifications for selecting members, and the second step involves training those personnel.
- b. In conjunction with fulfilling all FAA requirements for operator/observer duties, the new member will also become familiar with the agency UAS operations, and its related equipment.
- c. Before a member can fly as an operator, they must complete at least 8 hours of flight training with the UAS instructors to show proficiency of the flight training exercises and the airframe. This must be accomplished to who their ability and knowledge of the UAS in compliance with the manufacturer's manual and instructions.

J. Call Out Procedures / Use of the UAS:

- a. When feasible a supervisor will screen all initial requests to use a UAS from patrol or investigation units. All reasonable requests will be forwarded to the UAS commander for consideration. In the absence of the supervisor the dispatcher will forward the request to the UAS Commander.
- b. UAS Commander will screen the request using the following factors:
 - i. Is the proposed use of UAS within the capabilities of the UAS equipment and personnel to perform?
 - ii. Does the proposed use of the UAS fall within the FAA and departmental policies and regulations for UAS usage?
 - iii. Can the UAS be deployed safely given current weather conditions?
 - iv. If the UAS deployment requires a Warrant has one been requested and approved?
 - v. Are sufficient trained and qualified personnel available to safely operate the UAS?
- c. The UAS Commander will either accept or decline the request for UAS support. If the request is denied, the UAS Commander will provide a reason for declining the support request to the requestor. If the UAS Unit Commander accepts the support request he/she will contact the Sheriff or the Undersheriff for final authorization or denial.

- d. If the Sheriff or the Undersheriff accepts the support request the UAS Commander will contact a UAS operator and observer who will be provided all available mission information.
- e. The UAS operator is responsible for transporting the UAS and all required equipment to the scene. Upon arriving at the requested location the UAS operator will contact the on scene Incident Commander and will check in and receive a briefing on the mission requested. The UAS operator will make an on scene determination of the ability of the UAS to perform the requested mission safely and within department and FAA policies and procedures.
- f. If the UAS operator determines that the use of the UAS would violate department policy or directives, then the UAS operator will inform the Incident Commander of the potential conflict along with recommendations for modifying the requested mission to conform to the department policies and procedures. As this is a change from the original approved mission the UAS operator will contact the UAS Commander for direction on how to proceed. As soon as possible after the completion of the mission, the UAS operator will make a full report of the circumstances and their concerns to the UAS Commander.
- g. UAS operators will have sole discretion for declaring safety or violation of FAA rules. If the UAS operator determines that a requested mission would violate FAA rules or endanger civilians, then the UAS operator will respectfully inform the Incident Commander of the reasons for refusing to operator the UAS and contact the UAS Commander immediately. **The UAS will not be flown in this circumstance and the authority of the UAS operator is absolute.**
- h. If the UAS operator determines that the requested mission will potentially damage the UAS or its associated equipment the UAS operator will inform the Incident Commander of their concerns. The UAS operator will contact the UAS Commander as this is a deviation of the originally approved mission. The UAS operator will fully document and send a report to the UAS Commander.
- i. **The UAS shall not be used for the purpose of random surveillance.**
- j. If several separate requests for UAS support are received simultaneously, they shall be prioritized. In general terms, requests for UAS support are prioritized as:
 - i. Live Safety
 - ii. Evidence / Documentation

K. Flight Boundaries

- a. Although there may be requests for UAS support outside the jurisdiction of this agency the FAA Certificate of Authorization (COA) for the UAS restricts deployment to certain areas.
- b. At no time shall UAS support be granted outside this agency's jurisdiction without first obtaining an emergency FAA COA and approval by the UAS Commander.
- c. Maximum altitude shall not be set more than **400 feet** per the FAA COA.
- d. Line of Sight: All UAS operations shall be conducted within line of sight of the Operator or observer such as the operator or observer may detect and avoid hazards such as aircraft or property.

L. Minimum Personnel requirements:

- a. Due to the nature of the law enforcement mission, the minimum personnel required on ALL missions will be an operator and observer. Under no circumstance will an operator attempt to complete a deployment alone.
- b. Although training is not considered a mission, an observer shall be used.

M. Open communication achieves safe operations:

- a. The operator is directly responsible for, and is the final authority over the actual operation of the UAS.
- b. Operators have absolute authority to reject a flight based on personnel safety or violation of FAA regulations. No member of this agency, regardless of rank, shall order an operator to make a flight when, in the opinion of the operator, it poses a risk to personnel or is in violation of FAA regulations.
- c. Operators are responsible for compliance with this manual, department policy and procedure and FAA regulations.
- d. The operator's main duty during the deployment of the UAS is to operate the UAS safely while accomplishing the goals of the deployment.
- e. Operators shall see-and-avoid any obstacle that will lessen safety during the mission.
- f. Operators shall be responsive to the requests of the observer in order to accomplish the deployment.
- g. Operators shall be responsive for documentation for their mission training and updating of their flight books
- h. Observers shall see-and-avoid any obstacle that will lessen safety during the mission.

- i. Observers are responsible for the law enforcement aspect of the deployment.
- j. Observers shall operate any attachments to the UAS, allowing the operator to maintain complete focus on the operation of the UAS.
- k. Observers shall remain alert for suspicious persons or activities on the ground and coordinate response by ground units.
- l. Observers shall monitor the radio updates
- m. Observers shall assist the operator in the main objective of safe operations of the UAS.
- n. Observers shall be responsible for documentation of their mission training and updating their flight books.

N. Personal Equipment

- a. Operators/Observers shall wear eye protection at all times while the UAS is in flight.
- b. Although there is no specific uniform for the UAS unit or required for proper operation of the UAS, the operator/observer should take necessary measures to deploy in a professional manner. Operators and observers shall wear clothing that easily identifies them as members of this agency.
- c. Operators/Observers will take into consideration the current weather conditions when planning to deploy, and wear appropriate clothing to deploy comfortably.
- d. Use of the radio, cell phone or other device is strictly prohibited **by the operator** during flight per the COA.

O. Pre-Flight/Post-Flight Actions:

- a. Operators/Observers are both responsible for a thorough preflight inspection of the UAS.
- b. Before and after each deployment (whether an incident or training), the operator and observer shall conduct a thorough inspection of the UAS in accordance with the instructions contained in the manufactures user's manual.
- c. Any issues found that will put in jeopardy the safe operation of the UAS shall be documented and resolved immediately prior to flight.
- d. It has been recognized that the use of a checklist is a significant method to combat UAS accidents. A pre-flight and post-flight checklist will be conducted in accordance with the manufacturer's instruction and will be utilized prior to each flight.

- e. Any physical equipment that cannot be resolved on-site, and which have an impact on safety or the mission, will override the deployment. These issues will be resolved before flight.

P. Weather

- a. Before each deployment the operator/observer will ensure that he/she gathers enough information to make themselves familiar with the weather situation existing throughout the area of deployment. The operator shall utilize FAA approved weather resources to obtain the latest and most current weather conditions.
- b. An anemometer or wind meter should be utilized in order to better estimate the wind speed and determine if it is within the capabilities of the airframe being flown.
- c. Operators/Observers should use the Beaufort Scale when making deployment decisions in regards to wind conditions. This scale can be located in the manufacture's user's manual.
- d. The weather conditions reported for the operation shall be recorded in the flight log.
- e. The operator shall ensure that the flight will occur within FAA VFR (Visual Flight Rules) weather requirements.
- f. Inspection and weather will be documented prior to flight within the log book.

Q. Planning

- a. The operator/observer shall familiarize themselves with all available information concerning the deployment including, but not limited to, the weather conditions, hazards, description of the incident, deployment goals, etc.
- b. Operators will ensure that the location for take-off and emergency landing is adequate for a safe deployment.
- c. The take-off/landing location should be clearly marked and identifiable with electric flares and short cones.
- d. At least one emergency landing area should be identified per deployment.
- e. Operators will ensure that they are aware of their surroundings in the event that an emergency landing is necessary. This includes the ability to recover the UAS.

R. Documentation:

- a. After each flight, the operator will complete a statement documenting the UAS operations.
- b. After each deployment, all video obtained by the UAS operation will be submitted to evidence in accordance with Agency policy and State of Illinois.
- c. Aerial photography (still or video) shall be stored in accordance with Agency policy and procedure and State of Illinois.
- d. The operator of the UAS is responsible for evidence handling as well as writing any supporting documentation for the incident.

S. Maintenance:

- a. Although there are few parts on the UAS that need servicing, it is necessary that the manufacturer's maintenance schedule is followed and properly documented.
- b. Any issues that arise during maintenance that cannot be resolved by routine methods shall be forwarded to the manufacturer for further technical support.
- c. Maintenance and service records associated with the UAS shall be maintained by the UAV Commander for UAV of the agency.
- d. Operators and or Supervisors of Unmanned Aircraft Systems (UAS) shall maintain manufactures software updates and operating requirements.



W. Patrick Hartshorn
Sheriff

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights, Federal Aviation Administration (FAA) regulations, and Illinois law.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require approval of the shift supervisor.

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- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.

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- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event (food festival, concert, etc.), as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.

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- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The program coordinator shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.9 REPORTING

The program coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35. The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

Vernon Hills Police Department

Policy Manual

Unmanned Aerial System


The program coordinator shall ensure the creation of a form to be used in notifying the State's Attorney's Office within 24 hours of any UAS used in accordance with section 606.5 (c) of this policy.

606.10 TRAINING

Under direction of the program coordinator, authorized members of the Department will periodically train with a UAS. Training will be regarded as those functions relating to skill and program development where no information on members of the public is gathered. Illinois law generally does not regulate these activities.

606.11 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

	WAUKEGAN POLICE DEPARTMENT GENERAL ORDER – OPER.23 Subject: Unmanned Aerial System (UAS) Operations	
	Effective: January 28, 2019	Revised:
		Revised:
		Original: January 28, 2019

PURPOSE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

OPER.23 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights, Federal Aviation Administration (FAA) regulations, and Illinois State Law (725 ILCS 167/).

OPER.23.1 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

OPER.23.2 DEFINITIONS

- A. **Digital Multimedia Evidence (DME):** Digital recording of images, sounds, and associated data.
- B. **Model Aircraft:** A remote controlled aircraft used by hobbyists that is built, produced, manufactured, and operated for the purposes of sport, recreation, and/or competition.
- C. **Unmanned Aircraft (UA) or Unmanned Aerial Vehicle (UAV):** An aircraft that is intended to navigate in the air without an on-board pilot. Also alternatively called Remotely Piloted Aircraft (RPA), Remotely Operated Vehicle (ROV), or Drone.
- D. **Unmanned Aircraft System (UAS):** A system that includes the necessary equipment, network, and personnel to control an unmanned aircraft.
- E. **Small Unmanned Aircraft Systems (sUAS):** UAS systems that utilize UAVs weighing less than 55 pounds and are consistent with Federal Aviation Administration (FAA) regulations governing model aircraft.
- F. **UAS Flight Crewmember:** A pilot, visual observer, payload operator or other person assigned duties for a UAS for the purpose of flight or training exercise.
- G. **Unmanned Aircraft Pilot:** A person exercising control over a UA/UAV/UAS during flight.

OPER.23.3 PROCEDURES

- A. **Program Coordinator.** The Chief of Police will appoint a program coordinator who will be

responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

1. To ensure that the UAS shall be used in accordance with 725 ILCS 167, all applicable FAA regulations, and the Manufacturer's recommendations.
2. The UAS shall be used in accordance with 725 ILCS 167, all applicable FAA regulations, and the Manufacturer's recommendations.
3. Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.
4. Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
5. Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
6. Developing protocols to ensure that all data intended to be used as evidence follows current Waukegan Police Department policy as it pertains to the collection and storage of such data (OPER.17).
7. Recommending program enhancements, especially regarding safety and information security.
8. Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

B. Equipment

1. WPD will maintain and register all UAS's pursuant to FAA regulations.
2. A Maintenance/Flight Log will be maintained for each UAS.
3. When not in use, each UAS will be stored in a locked container in the authorized user's police vehicle or in a locked area of the police department that has been approved by the Chief or the UAS Program Coordinator.

C. Deployment

1. Only authorized operators from the Waukegan Police Department, who have completed the required training, shall be permitted to operate the UAS.
2. The UAS shall be used in accordance with 725 ILCS 167, all applicable FAA regulations, and the Manufacturer's recommendations.
3. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Chief of Police or an authorized designee. The Waukegan Police Department may not use the UAS to gather information except as outlined in 725 ILCS 167/15.
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - b. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
 - c. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to

coordinate response and recovery efforts.

- d. To locate a missing person while not also undertaking a criminal investigation.
 - e. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police or his designee must report its use, in writing, to the State's Attorney.
 - f. Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
4. Meeting the above criteria, a Supervisor will authorize the deployment of a UAS.
 5. The authorized user deploying the UAV will be responsible for the procedures listed in the AGENCY UAS Operations Manual.
 6. A Waukegan Police Department Flight Report will be referred to at the scene prior to and after deployment of an UAS.
 7. Any time that a UAV is deployed (except for training), a case report or supplemental report will be written and a copy will be forwarded to the Program Coordinator.
 8. All UAS imagery captured during a flight and a Waukegan Police Department Flight Report shall be submitted as evidence.

D. PROHIBITED USE

1. The UAS video surveillance equipment shall not be used:
 - a. To conduct random surveillance activities.
 - b. To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 - c. To harass, intimidate or discriminate against any individual or group.
 - d. To conduct personal business of any type.
2. The UAS shall **not** be equipped with weapons of any kind.

OPER.23.4 TRAINING

- A. The UAS may be used for training purposes in accordance with 725 ILCS 167, all applicable FAA regulations, and the Manufacturer's recommendations.
- B. Completion of FAA Part 107 knowledge training course.
- C. Successful completion of the Remote Pilot Knowledge Examination Part 107 Test.
 1. The physical FAA Remote Pilot License, or a copy of the license, shall be kept with the pilot at all times while flying.
 2. The Waukegan Police Department shall require and maintain a copy of the pilot's FAA Remote Pilot License.
- D. Completion of an Waukegan Police Department approved flight training which consists of hands-on flight time and deployment procedure training.

OPER.23.5 DME RETENTION AND MANAGEMENT

- A. All DME shall be handled in accordance with existing policy on data and record retention, where applicable.
- B. All DME shall be securely downloaded at the completion of each mission. The UAS-certified operators will record information for each file that shall include the date, time, location, and case reference numbers or other mission identifiers—and identify the UAS personnel involved in mission.
- C. Officers shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner UAS DME without prior authorization and approval of the Chief of Police or his or her designee.
- D. Files should be securely stored in accordance with agency policy and state records retention laws and retained no longer than necessary for purposes of training or for use in an investigation or prosecution.

OPER.23.6 REPORTING

- A. The Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Waukegan Police Department (725 ILCS 167/35).

This order supersedes all previous written and unwritten policies of The Waukegan Police Department on the above subject.

By order of:

A handwritten signature in black ink, appearing to read 'Wayne Walles', with a stylized flourish at the end.

Wayne Walles
Chief of Police

358

Small Unmanned Aircraft Systems (sUAS)

358.1 PURPOSE

The purpose of this policy is to establish guidelines under which a small unmanned aircraft may be utilized and the storage, retrieval and dissemination of images and data captured by such systems.

358.1.1 DEFINITIONS

Definitions related to this policy include:

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade- means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Program Coordinator – Sworn supervisor responsible for the day-to-day management and usage of the small unmanned aircraft.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Routed Event- means a parade, walk, or race that:

- (1) is hosted by the State of Illinois or a county, municipality, township, or park district;
- (2) is outdoors and open to the public; and
- (3) has an estimated attendance of more than 50 people.

"Routed event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

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Special Event- means a concert or food festival that:

- (1) is hosted by the State of Illinois or a county, municipality, township, or park district;
- (2) is outdoors and open to the public; and
- (3) has an estimated attendance of:
 - (i) 150 or more people in a unit of local government with a population that is less than 50,000;

"Special event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

358.2 POLICY

It is the policy of the West Chicago Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

358.3 PROGRAM COORDINATOR

The Commander assigned to the sUAS program appoints a program coordinator who is responsible for the management of the department's small unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:

- A. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
- B. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies and procedures regarding use of the sUAS.
- C. Develop uniform protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
- D. Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
- E. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
- F. Develop an operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
- G. Develop sUAS inspection, maintenance and record keeping protocol to ensure

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continuing airworthiness of a sUAS, up to and including its overhaul or life limits.

- H. Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- I. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
- J. Facilitate law enforcement access to images and data captured by the sUAS.
- K. Recommend program enhancements, especially regarding safety and information security.
- L. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the commander responsible for oversight of the program.

358.4 TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Annually, assigned officers will undergo refresher training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

358.5 DEPARTMENT USE OF UAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to the Freedom from Drone Surveillance Act, 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - 3. Upon reasonable suspicion that under particular circumstances, swift action is

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- needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the chief of police must report its use, in writing, to the state's attorney.
4. If the Department is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.
 5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
 6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.
 7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a drone under this paragraph (7) shall make every reasonable attempt to photograph only the building or structure and to avoid other areas.
 8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
 9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph (9), "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act.
 10. If the Department is using a drone at a routed event or special event. The use of a drone under this paragraph (10) requires that:
 - A. Notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety;
 - B. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety; and
 - C. The drone is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph (10), a law enforcement agency may use the drone:
 1. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and

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- determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution; or
2. During the event to proactively support public safety personnel by monitoring the event footprint in real time:
 - (a) to detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing;
 - (b) to evaluate crowd size and density;
 - (c) to identify activity that could present a public safety issue for the crowd as a whole, including crowd movement;
 - (d) to assist in the response of public safety personnel to a real-time public safety incident at the event; and
 - (e) to assess the traffic and pedestrian flow around the event in real time.
- C. Requests to deploy the sUAS flight shall be made to the program coordinator who will confer with the commander as to the status of the proposed flight.
- D. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- E. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
- F. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.
- G. All uses of the sUAS will be documented on a spreadsheet maintained by the program coordinator. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.

358.6 ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The remote pilot in command is required to initiate a police report for any accident

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involving the sUAS. The police report shall include the following information:

1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

358.7 RESTRICTIONS

A. The sUAS will not be used to:

1. Conduct random surveillance activities or requests for information.
2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation. Refer to Policy 402, Biased Based Policing.
3. Harass, intimidate or discriminate against any individual or group.
4. Conduct personal business of any type.
5. Any situation outside what is specified in Section 358.5 (B).
6. Use of facial recognition. A law enforcement agency operating a drone under this Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. A law enforcement agency operating a drone under this Act is prohibited from using any information gathered by a drone with any facial recognition software, unless either
 - a. The law enforcement agency is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk or
 - b. The law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
7. Use of weapons. A law enforcement agency operating a drone under this Act is prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.

B. UAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:

1. Conduct a pre-flight check to ensure the sUAS in condition for safe operation. This is covered in Section 358.9.
2. Keep the sUAS in visual line of sight.
3. Fly at or below 400 feet above ground level or structure.
4. Fly at or below 100 mph.
5. Yield right of way to manned aircraft.

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6. Must not fly from a moving vehicle, except in rural areas.
 7. During an emergency situation, deviations from policy is permitted.
- C. The program coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

358.8 PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

358.9 INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, assigned officers shall:
1. Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
 2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

358.10 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

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- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- E. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that Act.
- F. A law enforcement agency that uses a drone under Section 15 of the Drone Act shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under this Section.
- G. Nothing in this Act prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

358.11 RECORDS RETENTION

- A. Drone recordings are maintained in evidence.com and pursuant to 725 ILCS 167/20, within 30 days of the recording, the department shall destroy all information gathered by the sUAS, except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial. The program coordinator is responsible for ensuring this is accomplished.
- B. When the recording does not fall under the statutory exemptions, documentation pertaining to use of the sUAS, such as location, date, time, scope of the mission is not subject to being destroyed within 30 days of a recording.
- C. The retention of recordings that is exempt from the 30 day requirement is determined by the program coordinator or determined by the completion of the criminal investigation or criminal trial.
- D. All information gathered pursuant to 358.5 B 10 shall be destroyed within 24 hours after being gathered.
- E. All information gathered pursuant to 358.5 B 7 shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- F. A supervisor at a law enforcement that agency may retain particular information if:
 - 1. A supervisor at the agency deems that the information will be used exclusively for

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- training purposes, provided that any such information shall not contain any personally identifiable information; or
2. The information consists of only flight path data, metadata, or telemetry information of the drone.

358.12 REPORTING

Annually, by April 1, the program coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, 725 ILCS 167/35, the number of times a drone was used pursuant to each paragraph of Section 15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.

358.13 INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section 358.5.
- B. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
- C. The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an on-going investigation or pending criminal trial.

358.14 PUBLIC INFORMATION

- A. The Department shall make publicly available on its website the policy governing the operation, use, administration, and oversight of its drone program.

358.15 VIOLATIONS OF STATE STATUTE AND POLICY

- A. If the Department learns of violations of State Statute or this policy, the Department shall immediately take actions to prevent future violations through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of State Statute or this policy by personnel. If the Department learns of willful and wanton violations of the Drone Act, the Department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Drone Act.
- B. The Attorney General shall have authority to conduct investigations into patterns and practices of violations of this Act. The Attorney General may:
 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. If a law enforcement agency, law enforcement official, or other

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person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued, the Attorney General may compel compliance through an action in the circuit court.

- C. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Drone Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action.
- D. Upon entry of an adverse judgment under the Drone Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones for not less than 6 months for a first adverse judgment and up to one year for a second adverse judgment demonstrating a pattern or practice of violating the Drone Act.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Department supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

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Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.9 REPORTING

The Records Department supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

609.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

609.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

609.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

609.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

609.4 PROGRAM COORDINATOR

The Director/Chief will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

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Deployment of a UAS shall require written authorization of the Director/Chief or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Director/Chief.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the department's current UAS policy is posted on the department's website (725 ILCS 167/35).

609.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The Department may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Director/Chief must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

609.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Department by a private third party (725 ILCS 167/40).

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609.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

609.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

609.7 RETENTION OF UAS INFORMATION

The Records Section supervisor, shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a department supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

609.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Department and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the department's current UAS policy (725 ILCS 167/35).

609.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

609.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Department shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Department shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

WESTMONT POLICE DEPARTMENT

GENERAL ORDERS

Subject: <i>Small Unmanned Aircraft Systems (sUAS)</i>		Number: GO5A1.3C
Effective Date: July 2023	Review Due: January 2024	No. Pages 7
Revised Date: July 2023	Other Reference	Authority of: Chief James Gunther

PURPOSE

This order establishes guidelines under which a small unmanned aircraft system may be utilized and the storage, retrieval, and dissemination of images and data captured by such systems.

POLICY

It is the policy of the Westmont Police Department to ensure authorized department members are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS shall be in strict compliance with relevant statutes, the Illinois Drones as First Responders Act (PA 103-0101), the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/), privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

Definitions

Federal Aviation Administration (FAA)- A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information - As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade - A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public places, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. Parade does not include a political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Remote Pilot in Command - Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Routed Event - A parade, walk, or race that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. Routed Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Small Unmanned Aircraft System (sUAS) - A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft. Also known as, and referred to in this order as, a drone.

Special Event—A concert or food festival that: (1) is hosted by the State of Illinois or a county, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of: (i) 150 or more people in a unit of local government with a population that is less than 50,000; (ii) 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000; (iii) 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000; or (iv) 500 or more people in a unit of local government with a population that is 500,000 or more. Special Event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment. (725 ILCS 167/5)

Visual Observer - The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

A. Program Coordinators

The Chief or designee will name two supervisors as the sUAS Program Coordinators, responsible for managing the department's small unmanned aircraft program. The Program Coordinators have the following responsibilities:

- 1) Supervision matters related to the sUAS program.
- 2) Ensure policies and procedures conform to current laws, regulations, and best practices.
- 3) Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
- 4) Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department-approved training in the operation, applicable laws, policies, and procedures regarding the use of the sUAS.

- 5) Annually, by April 1, report to the Illinois Criminal Justice Information Authority the number of small unmanned aircraft owned by the department (725 ILCS 167/35) and the following information:
 - a) The number of times a drone was used pursuant to each paragraph of 725 ILCS 167/15, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 - b) The report shall contain a copy of the department's latest policy concerning drones as of the most recent April 1.
- 6) Supervision of officers assigned to the sUAS in matters related to the sUAS program.
- 7) Implement and make publicly available on the department's website the department's policy governing the operation, use, administration, and oversight of its drone program. (725 ILCS 167/35(c))
- 8) Develop uniform protocol for submitting and evaluating requests to deploy the sUAS, including urgent requests made during ongoing or emerging incidents.
- 9) Develop protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
- 10) When appropriate, Implement a system to notify the public and media outlets regarding sUAS deployment.
- 11) Develop an operational protocol governing the safe deployment and operation of an sUAS, along with documenting all missions.
- 12) Develop sUAS inspection, maintenance, and record-keeping protocols to ensure the continuing airworthiness of the sUAS, up to and including its overhaul or life limits.
- 13) Develop protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to the chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- 14) Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
- 15) Facilitate law enforcement access to images and data captured by the sUAS.

- 16) Recommend program enhancements, especially regarding safety and information security.
- 17) Ensure established protocols are followed by monitoring and providing quarterly program reports to the commander responsible for the program.
- 18) Conduct a documented annual audit of the program and flight documentation.

B. Training

1. Before authorization to operate an sUAS, assigned department members must complete mandatory training provided by the department to understand how to use the sUAS and the procedures outlined in this policy.
2. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy.
3. Additional training may be provided at periodic intervals for officers displaying substandard performance in the use of sUAS equipment.

C. Use of the sUAS

1. The department must obtain applicable authorizations, permits, or certificates as required by FAA before deploying or operating the sUAS and ensure these documents are current.
2. The department will use the sUAS pursuant to 725 ILCS 167/15.
3. Notification to the State's Attorney's Office shall be accomplished using the Notification of Drone Deployment form. The remote pilot in command shall complete the form and submit it to the supervisor for approval. The supervisor shall request the Chief of Police, or his/her designee, to sign the form within 24 hours of the deployment. The Team Supervisor shall fax or email the completed form to the State's Attorney's Office and submit the form to the Records Section for filing with the Incident/Offense Report or supplemental report.
4. Requests to deploy the sUAS flight shall be made to the supervisor, who will advise on the status of the proposed flight. The supervisor will then notify the program coordinators.
5. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

6. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
7. After each deployment, the recordings shall be securely downloaded, and proper evidence procedures shall be followed.
8. All uses of the sUAS shall be documented on an Incident/Offense report or supplemental narrative. Information shall include the reason for the flight; the date, time, and location; the person who approved of the deployment and assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.
9. All uses of the sUAS shall be documented by the remote pilot in command on an sUAS Flight Report and submitted to the Team Supervisor for approval. Additionally, the remote pilot in command shall complete the sUAS Flight Log, which shall be maintained electronically.

D. Accident Reporting

1. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within ten days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - a) Serious injury to any person or loss of consciousness.
 - b) Damage to any property, other than the sUAS, unless one of the following conditions is satisfied: (a) the cost of repair, including materials and labor, does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
2. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - a) Name and contact information for operators and witnesses.
 - b) Type of operation.
 - c) Type of device and registration number/certificate.
 - d) Event location and incident details.
 - e) Evidence collection such as photos, video, and device confiscation, if necessary.
3. When the accident meets the criteria listed under Section A, the remote pilot in command shall notify the FAA by using the FAA's Drone Zone Portal at: <https://faadronezone.faa.gov/#/>.

E. Restrictions

1. The sUAS shall not be used to:
 - a) Conduct random surveillance activities or requests for information.
 - b) Target a person based solely on individual characteristics such as, but not limited to, race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 - c) Harass, intimidate, or discriminate against any individual or group.
 - d) Conduct personal business of any type.
 - e) Any situation outside what is considered an authorized department use as outlined in this policy.
2. Facial Recognition: department members are prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the drone. Department members are prohibited from using any information gathered by a drone with any facial recognition software, unless either:
 - a) The department is using a drone to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk; or
 - b) The department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence. (725 ILCS 167/17)
3. Use of Weapons: department members are prohibited from equipping or using on a drone any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon. (725 ILCS 167/18)
4. sUAS deployments by the department must also adhere to the operating procedures established by the FAA. These rules are outlined below but are not limited to:
 - a) Conduct a pre-flight check to ensure the sUAS is in condition for safe operation.
 - b) Keep the sUAS in a visual line of sight.
 - c) Fly at or below 400 feet above ground level.
 - d) Fly at or below 100 mph.
 - e) Yield right of way to manned aircraft.

- f) Must not fly over people.
 - g) Must not fly from a moving vehicle, except in rural areas.
 - h) During an emergency situation, deviations from the policy are permitted.
5. The Team Supervisor shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
 6. A department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the sUAS.

F. Privacy Considerations

1. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
2. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department shall obtain a search warrant before conducting the flight.

G. Equipment Inspection and Care

1. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
 - Before use, assigned officers shall:
 - a) Using the sUAS Flight-Report, inspect the sUAS and related equipment to verify proper functioning and ensure batteries are fully charged in accordance with the manufacturer's recommendations.
 - b) Inspect the body of the sUAS, the charging, and the camera cables to look for signs of visible damage. Ensure the propeller blades are in flight-worthy condition.

H. Security and Retention of Recordings

1. Department members should be aware that recordings may contain sensitive information, and members are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
2. All recordings are considered investigative property of the Westmont Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
3. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Team Supervisor.
4. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
5. Pursuant to 725 ILCS 167/20(a), the department shall destroy all information gathered by the sUAS within the following timeframes:
 - 1) Destruction within thirty (30) days after being gathered pursuant to:
 - a) 725 ILCS 167/15(1) (terrorist attack);
 - b) 725 ILCS 167/15(2) (search warrant);
 - c) 725 ILCS 167/15(3) (prevention of imminent harm to life, forestall the imminent escape of a subject, or destruction of evidence);
 - d) 725 ILCS 167/15(4) (location of a missing person, search and rescue operation, or aiding a person who cannot otherwise be safely reached);
 - e) 725 ILCS 167/15(5) (crime scene and traffic crash scene photography);
 - f) 725 ILCS 167/15(6) (disaster or public health emergency); or
 - g) 725 ILCS 167/15(9) (call for service dispatched by a PSAP where the sole purpose is to locate victims, assist with victim health and safety needs, or coordinate an emergency response).
 - 2) Destruction within twenty-four (24) hours after being gathered pursuant to:

- a) 725 ILCS 167/15(10) (routed event or special event).725 ILCS 167/15(3) prevention of imminent harm to life, forestall the imminent escape of a subject, or destruction of evidence);
 - b) All information gathered pursuant to 725 ILCS 167/15(7) (infrastructure inspection) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
- 6. Pursuant to 725 ILCS 167/25, the department shall not disclose any information gathered by the drone, except a department supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial
- 7. Notwithstanding 725 ILCS 167/20(a) and the timeframes listed in section E above, a department supervisor may retain particular information if:
 - a) There is reasonable suspicion that the information contains evidence of criminal activity;
 - b) The information is relevant to an ongoing investigation or pending criminal trial;
 - c) The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - d) The information consists of only flight path data, metadata, or telemetry information of the drone. (725 ILCS 167/20(b))
- 8. When the recording does not fall under the statutory exemptions listed in 725 ILCS 167/15, documentation pertaining to the use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within the timeframes listed in 725 ILCS 167/20.
- 9. The retention of recordings that are exempt from the statutory destruction requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

I. Information Disclosure

- 1. Pursuant to 725 ILCS 167/25, the department shall not disclose any information gathered by the drone, except a department supervisor may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

2. Records of drone usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act (5 ILCS 140/) and rules adopted under that Act.
3. The department shall neither sell any information gathered by the drone nor disclose any information gathered by the drone to any person to whom disclosure is not authorized under 725 ILCS 167/25.
4. Nothing in the Illinois Drones as First Responders Act (PA103-0101) prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is in regard to a completed traffic crash investigation.

J. Information Obtained from Private Drones

1. The department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section IV.B above.
2. Private parties may voluntarily submit information acquired by the privately-owned drone to the department.
3. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

K. Assistance to Other Agencies

1. The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a department-assigned operator respond with the equipment and operate it. All assists shall be documented in an Incident Report and a copy provided to the Team Supervisor. Assists to other agencies shall also require the completion of the sUAS Flight-Report, the sUAS Flight Log, and the Notification of Drone Deployment form, if applicable.

L. Policy Requirements and Violations

1. The Illinois Drones as First Responders Act (PA103-0101) requires the department to have a policy outlining drone use consistent with the Act. The policy shall include that, if the department learns of violations of the Act, the department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the department learns of willful and wanton violations of the Act, the department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act. (725 ILCS 167/45(a))

2. The Illinois Attorney General shall have authority to conduct investigations into patterns and practices of violations of the Illinois Drones as First Responders Act. The Attorney General may:
 - a) Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary;
 - b) Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation; or
 - c) Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation. (725 ILCS 167/45(b))
3. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request, the Attorney General may compel compliance through an action in the circuit court. (725 ILCS 167/45(b))
4. Following completion of an investigation, the Attorney General may, upon his or her own information or upon the complaint of any person, maintain an action for declaratory, injunctive, or any other equitable relief in the circuit court against any law enforcement agency, law enforcement official, or other person or entity who violates any provision of the Act. These remedies are in addition to, and not in substitution for, other available remedies, penalties, or disciplinary action. (725 ILCS 167/45(c))
5. Upon entry of an adverse judgment under the Act demonstrating a pattern or practice of violations of the Act, a law enforcement agency shall forfeit its ability to use drones under 725 ILCS 167/15 for not less than six (6) months for a first adverse judgment and up to one (1) year for a second adverse judgment demonstrating a pattern or practice of violating the Act. (725 ILCS 167/45(d))



WHEATON

POLICE DEPARTMENT

DEPARTMENT ORDERS



SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS) 5.17

5.17.1 PURPOSE

The purpose of this Order is to establish guidelines under which a small unmanned aircraft may be utilized, and the storage, retrieval, and dissemination of images and data captured by such systems.

5.17.2 POLICY

It is the policy of the Wheaton Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance with the Illinois Freedom from Drone Surveillance Act(725 ILCS 167), Federal Aviation Administration regulations, Title 14 of the Code of Federal Regulations(14 CFR) Part 107 requirements, and privacy rights.

5.17.3 DEFINITIONS

For the purpose of this Order, the following definitions apply:

Federal Aviation Administration(FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by unmanned aircraft.

Remote Pilot in Command – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Small Unmanned Aircraft (sUA) – An unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft.

Small Unmanned Aircraft System (sUAS) - means a small unmanned aircraft and its associated elements (including communication links and the components that control the small unmanned aircraft) that are required for the safe and efficient operation of the small unmanned aircraft in the national airspace system.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

Operator – The person manipulating the flight controls of the small unmanned aircraft.

Program Coordinator – A supervisor of rank Lieutenant or higher designated by the



WHEATON POLICE DEPARTMENT



DEPARTMENT ORDERS

SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS) 5.17

Chief of Police.

5.17.4 PROGRAM COORDINATOR

The Program Coordinator will be responsible for the management of the department's sUAS program. The program coordinator will ensure that this Order conforms to current laws, regulations, and best practices and will have the following responsibilities:

- a. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process and ensure all certifications are current.
- b. Ensure all authorized remote pilots in command, operators and visual observers have completed all required FAA and department-approved training in the operation, applicable laws, and department guidelines regarding the use of the sUAS.
- c. Obtain any and all necessary FAA waivers and ensure waivers are current.
- d. Develop sUAS inspection, maintenance, and record keeping protocol to ensure continuing airworthiness of the sUAS(s), up to and including its overhaul or life limits.
- e. Ensure that established protocols are followed by monitoring and providing periodic program reports to the Chief of Police.

5.17.5 REMOTE PILOT IN COMMAND

Upon determining that an incident qualifies for the use of a sUAS, the remote pilot in command will contact the Program Coordinator for approval to deploy the sUAS.

Prior to deployment, the remote pilot in command will conduct a pre-flight inspection and document such on the Wheaton Police Department Pre-Flight Checklist.

Upon completion of the deployment of the sUAS, the remote pilot in command will complete a Wheaton Police Department sUAS Situation Report. Information shall include the reason for the flight; the date, time, and location; the supervisor who approved of the deployment and the assigned operators; and a summary of the activities covered, actions taken, and outcome of the deployment.

Upon completion of the deployment of the sUAS, the remote pilot in command will complete a supplemental police report documenting the use and results of the sUAS.

All uses of the sUAS will be documented in SharePoint.

If the information obtained from the sUAS will be maintained as evidence, the remote pilot in command will securely download the recordings and follow proper evidence procedures. All information obtained through the use of the sUAS shall not be deleted without approval from the Program Coordinator.



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5.17.6 SUPERVISORS

When appropriate, notification of the sUAS deployment may be made to the public. It is the responsibility of the on-duty supervisor to make notification to the City of Wheaton Public Information Office for dissemination.

If the deployment of the sUAS was based on 725 ILCS 167/15(3), the on-duty supervisor shall make notification to the Chief of Police of the use of the sUAS. The Chief of Police, or his designee, will complete a Wheaton Police Department State's Attorney sUAS Notification Form and forward it to the DuPage County State's Attorney's Office.

5.17.7 TRAINING

Only officers that have completed the required training will be allowed to operate a sUAS.

Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this Order and demonstrate proficiency in operating the sUAS.

5.17.8 USE OF SMALL UNMANNED AIRCRAFT SYSTEM (sUAS)

Pursuit to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:

1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
4. To locate a missing person while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways, or areas belonging to the state, a search warrant or



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consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.

6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement that an official declaration of disaster or public health emergency prior to use.

sUAS deployments by the Wheaton Police Department must adhere to the operating procedures established by the FAA which are specified in Title 14 of the Code of Federal Regulations(14 CFR) Part 107, "Small Unmanned Aircraft Systems."

A certificate waiver from the FAA may be applied for which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determine that the sUAS operation can be safely conducted under the terms of the certificate waiver.

Whenever possible, if the sUAS will be flying within close proximity to a hospital helicopter, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

5.17.9 PROHIBITED USES OF SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS)

The sUAS shall not be utilized to:

- a. Conduct random surveillance activities or quests for information.
- b. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
- c. Harass, intimidate, or discriminate against any individual or group.
- d. Conduct personal business of any type.
- e. Any situation outside what is specified in USE OF SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS) with the exclusion of deployment for training purposes.

5.17.10 PRIVACY CONSIDERATIONS

Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon



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reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

5.17.11 SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance to this Order. A breach in security, careless handling of the recordings, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, and jeopardize prosecutions.

All recordings are considered investigative property of the Wheaton Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.

Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without authorization by the program coordinator.

Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

5.17.12 RETENTION AND DISCLOSURE OF sUAS INFORMATION

If the information obtained from the sUAS will be maintained as evidence, the remote pilot in command will securely download the recordings and follow proper evidence procedures. All information obtained through the use of the sUAS shall not be deleted without approval from the Program Coordinator.

Pursuant to 725 ILCS 167/25, If an sUAS is deployed under Section 15 of this Act, the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another government agency, if

1. There is reasonable suspicion that the information contains evidence of criminal activity, or
2. The information is relevant to an ongoing investigation or pending criminal trial.

5.17.13 REPORTING

The program coordinator shall report the following:

- a. Annually, by April 1st, the program coordinator shall report to the Illinois Criminal Justice Authority the number of sUAS owned by the Wheaton Police Department, per 725 ILCS 167/35.



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- b. Within 24 hours of utilizing a sUAS for circumstances as described in 725 ILCS 167/15(3) - USE OF SMALL UNMANNED AIRCRAFT SYSTEM(sUAS), the Chief of Police, or his designee, shall notify the DuPage County State's Attorney's Office of the use.

The remote pilot in charge shall report the following:

- a. Within 10 days, the remote pilot in charge will notify the FAA of an accident in the following situations:
 1. Serious injury to any person or loss of consciousness; or
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied:
 - a. The cost of repair including materials and labor does not exceed \$500.00; or
 - b. The fair market value of the property does not exceed \$500.00 in the event of a total loss.

In case of an accident involving a sUAS, the remote pilot in charge shall notify his on-duty supervisor and generate a police report. The Program Coordinator will also be notified.



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SMALL UNMANNED AIRCRAFT SYSTEMS (sUAS) 5.17 **State's Attorney's Office Small Unmanned Aircraft**

System (sUAS) Notification Form

The following is a notification from the Wheaton Police Department on behalf of Chief William Murphy, pursuant to the Illinois Drone Surveillance Act, specifically 725 ILCS 167/15(3), which states that the act does not prohibit the use of a drone by a law enforcement agency, "If a law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a drone under this paragraph (3) is limited to a period of 48 hours. Within 24 hours of the initiation of the use of the drone under this paragraph (3), the chief executive office of the law enforcement agency must report in writing the use of a drone to the local State's Attorney."

Below are the details of a recent deployment that was conducted, as authorized in 725 ILCS 167/15(3):

Date of Deployment: _____ **Time of Deployment:** _____

Length of Deployment: _____

Location of Deployment: _____

Purpose (circle one):

Prevent Imminent Harm of Life Forestall the Imminent Escape of a Suspect Destruction of Evidence

Video footage recorded (circle one): Yes No **Is the video being kept as evidence:** Yes No

Police Report #: _____ **Charges:** _____

Police drone pilots who conducted the deployment: _____

Supervisor authorizing the deployment: _____

Summary of reasonable suspicion (attach additional pages if necessary): _____

Date/Time this notification was faxed/e-mailed to the SAO: _____

Person submitting this notification to the SAO: _____



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sUAS Pre-Flight Check List

Date: _____ Weather Conditions: _____

Visibility: _____ Wind Speed: _____

Nearest Airport: _____ Airspace: _____

sUAS Being Used: Serial # _____

FAA Registration # _____

Identified and Communicated with Visual Observer / Operator ☐

Physical inspection of sUAS ☐

Physical Inspection of Propellers ☐

Physical Inspection of Batteries and Charge Level ☐

Physical Inspection of Remote / Tablet and Charge Level ☐

Physical Inspection of Landing Pad / Landing Zone ☐

Remove Gimbal Support / Physical Inspection of Camera ☐

Successful Remote/sUAS Sync ☐

sUAS Calibration if Necessary ☐

Successful Satellite Connection ☐

Remote Pilot in Command _____ / _____

Initials

Badge



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sUAS Situation Report

Date: _____

Report #: _____

Time: _____

Location: _____

Total Flight Hours: _____

Reason for the Flight:

Supervisor Approving Flight: _____

Remote Pilot(s) in Command: _____ Operator(s): _____

Visual Observer(s): _____

Waiver(s) Obtained: _____

SA Notification: Yes ☐ No ☐

Data Kept: Yes ☐ No ☐ If Yes, Explain: _____

Summary of Activities / Action Taken:

Outcome of Deployment:



Effective: July 24, 2023
Relates to Standards: 17.5.2, 43.1.4, 43.1.5, 41.1.3
Revises/Rescinds: New Policy/Standard Operating Procedure I-22
Indexed As: Unmanned Aircraft System (Drone)

PURPOSE:

The purpose of this Order is to establish policy and guidelines for the operation, maintenance, and reporting of a law enforcement small, unmanned aircraft system (sUAS) and for the storage, retrieval, and dissemination of data acquired by such system.

POLICY:

It shall be the policy of the Wheeling Police Department to ensure authorized Department members are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS shall be in strict compliance with 725 ILCS 167 and other relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

DEFINITIONS:

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167/, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Program Coordinator: Sworn supervisor responsible for the day-to-day management and usage of the Small Unmanned Aircraft System (sUAS).

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including



communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer: The person or persons designated by the Remote Pilot in Command to assist the Remote Pilot in Command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

Routed Event: A parade, walk, or race that is hosted by the State of Illinois, county, municipality, township, or park district and is outdoors, open to the public, and has an estimated attendance in excess of 50 people. This specifically excludes a political protest, march, demonstration, or other assembly protected by the First Amendment.

Special Event: A concert or food festival that is hosted by the State of Illinois, county, municipality, township, or park district and is outdoors, open to the public, and has an estimated attendance in excess of 150 people. This specifically excludes a political protest, march, demonstration, or other assembly protected by the First Amendment.

PROCEDURE:

I. PROGRAM COORDINATOR

The Chief of Police will appoint a Program Coordinator who will be responsible for the management of the sUAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- A. Coordinate the FAA Certificate of Waiver or Authorization (COA) application process and ensure all certifications are current.
- B. Ensure authorized Remote Pilots in Command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and Department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
- C. Ensure that policies and procedures conform to current laws, regulations, and best practices.
- D. Register all sUAS with the FAA.



- E. Request a certificate waiver from the FAA which authorizes deviation from specific regulations.
- F. Implement a system for public notification of sUAS deployment, when appropriate.
- G. Establish a point of contact at Chicago Executive Airport (206 Industrial Ln) and conduct meetings as needed to establish communication protocols, operational plans, and notification requirements.
- H. Develop an operational protocol governing the safe deployment and operation of the sUAS, including safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- I. Develop protocols to ensure that all data intended to be used as evidence is accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements in accordance with S.O.P. I-11.
- J. Develop protocols that ensure retention and purge periods are maintained in accordance with 725 ILCS 167/20.
- K. Recommend program enhancements, especially regarding safety and information security.
- L. Ensure that established protocols are followed by monitoring and providing annual program reports to the Chief of Police.
- M. Conduct a documented annual audit of the program and flight documentation.
- N. Annually, by April 1, report to the Illinois Criminal Justice Information Authority the number of small unmanned aircraft owned by the Department (725 ILCS 167/35) and all uses of the sUAS including all statutory required details of those operations.

II. TRAINING

Prior to authorization to operate a sUAS, assigned Department members must complete mandatory training provided by the Department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.

- A. All department personnel with sUAS responsibilities shall also be trained in the local and federal laws and regulations, as well as policies and procedures governing the



deployment and use of the small unmanned aircraft system(s).

- B. Annually, assigned members shall undergo refresher training on the equipment to ensure continued effective use and operation of the equipment, including changes, updates or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or Department policy.
- C. Additional training may be provided at periodic intervals for
 - 1. Officers displaying a substandard performance in the use of sUAS equipment.
 - 2. Ensuring the continued effective operation of the sUAS and to incorporate changes, updates, or other revisions in policy, regulation, law, or the equipment itself

III. USE OF THE SMALL UNMANNED AIRCRAFT SYSTEMS

Only authorized operators who have completed the required training shall be permitted to operate the sUAS. Requests to deploy the sUAS shall require authorization of the Chief of Police, authorized designee, or supervisor. The Department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current. Use of the sUAS shall be limited to functions which support official law enforcement and public safety missions and must adhere to the limitations of the FAA waivers obtained.

- A. Pursuant to 725 ILCS 167/15, the sUAS may not be used to gather information, except during the following types of situations:
 - 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. Pursuant to a search warrant based on probable cause under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
 - 3. Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the sUAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney. Notification to the applicable State's Attorney's office



shall be accomplished using the Notification of Drone Deployment form (Appendix A). The remote pilot in command shall complete the form and submit it to the Program Coordinator for approval. The Program Coordinator shall request the Chief of Police or designee to sign the form within 24 hours of the deployment. The Program Coordinator shall fax or email the completed form to the State's Attorney's Office and submit the form to the Records Department for filing with the Incident/Offense Report or supplemental report.

4. To locate a missing person while not also undertaking a criminal investigation.
5. To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. Use of the sUAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Reasonable attempts shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Reasonable attempts shall be made to only photograph only the building and to avoid other areas.
8. To demonstrate the capabilities and functionality of a police sUAS for public relations purposes, provided that no information is collected or recorded by the sUAS during such demonstration.
9. In response to dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. Prior to or during a routed event or special event, provided that adequate and clear notice is posted. Notice shall be posted at the location at least 24 hours prior to the event clearly communicating that the sUAS will be in use for the purpose of real-time monitoring of participant safety. This notice shall also be posted at all major entry points.



- (1) The sUAS can be used prior to an event before participants have assembled for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes.
 - (2) When used prior to the event, no personal identifying information may be recorded and no recorded information may be used in any criminal prosecution. The sUAS may be used during the event to proactively support public safety personnel by monitoring the event footprint in real time to:
 - (a) Detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
 - (b) Evaluate crowd size and density.
 - (c) Identify activity that could present a public safety issue for the crowd as a whole, including crowd movement.
 - (d) Assist in the response of public safety personnel to a real-time public safety incident at the event.
 - (e) Assess the traffic and pedestrian flow around the event in real time.
- B. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.
- C. The Remote Pilot in Command shall utilize a Visual Observer whenever possible to help identify and avoid other air traffic or objects aloft or on the ground.
- D. Whenever possible, if the sUAS will be flying within close proximity to an airport or hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective organization.
- E. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
- F. At the conclusion of each deployment, the recordings shall be securely downloaded and proper evidence procedures shall be followed.
- G. All uses of the sUAS shall be documented on an Incident/Offense report or supplemental narrative. Information shall include the reason for the flight; the date, time and location; the person who approved of the deployment, assigned staff; and a summary of the activities covered, actions taken, and outcome of the deployment.



- H. All uses of the sUAS shall be documented by the remote pilot in command on an sUAS Flight Report (Appendix B) and submitted to the Program Coordinator for approval. Additionally, the remote pilot in command shall complete the sUAS Flight Log (Appendix C) which shall be maintained in a binder with the sUAS.

IV. ACCIDENT REPORTING

The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:

- A. Serious injury to any person or loss of consciousness.
- B. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied: (a) the cost of repair including materials and labor does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- C. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
 - 1. Name and contact information for operators and witnesses.
 - 2. Type of operation.
 - 3. Type of device and registration number/certificate.
 - 4. Event location and incident details.
 - 5. Evidence collection such as photos, video, and device confiscation, if necessary.
 - 6. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>.

V. RESTRICTIONS

The sUAS shall not be used to:

- A. Conduct random surveillance activities or requests for information.



- B. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
- C. Harass, intimidate, or discriminate against any individual or group.
- D. Conduct personal business of any type.
- E. Operate in any situation outside what is considered an authorized Department use as outlined in this policy.
- F. The sUAS shall not be weaponized. No lethal or non-lethal weapon may be equipped to the sUAS.
- G. No on-board facial recognition software may be used while the sUAS is in flight. Facial recognition software also may not be used on information gathered by the sUAS unless:
 - 1. The law enforcement agency is using the sUAS to counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
 - 2. The law enforcement agency possesses reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence.

VI. EMERGENCY SITUATIONS

sUAS deployments by the Department must also adhere to the operating procedures established by the FAA. During an emergency, deviations from policy are permitted. The deviations may apply to the following FAA guidelines:

- A. Conduct a pre-flight check to ensure the sUAS in condition for safe operation.
- B. Keep the sUAS in visual line of sight.
- C. Fly during day or twilight hours.
- D. Fly at or below 400 feet above ground level.
- E. Fly at or below 100 mph.
- F. Yield right of way to manned aircraft.



G. Flight over people.

H. Flying from a moving vehicle.

The Program Coordinator shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.

VII. PRIVACY CONSIDERATIONS

Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g. residence, yard, enclosure). Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or person during sUAS operations.

When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the Department shall obtain a search warrant prior to conducting the flight.

VIII. EQUIPMENT INSPECTION AND CARE

The sUAS and related equipment shall be maintained in the state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the Program Coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.

Prior to use, assigned officers shall inspect the sUAS, and all related equipment, to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations. This inspection shall include, but not be limited to:

A. Inspecting the body of the sUAS, as well as the charging and camera cables to look for signs of visible damage



B. Ensuring the propeller blades are in flight worthy condition.

Any sUAS, or related equipment, found to be not functioning properly, shall be immediately taken out of service. The sUAS Program Coordinator shall be notified in writing as soon as practical.

IX. SECURITY AND RETENTION OF RECORDINGS

Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.

All recordings are considered investigative property of the Wheeling Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Program Coordinator. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.

Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.

Pursuant to 725 ILCS 167/20, within thirty (30) days of the recording, the Department shall destroy all information gathered by the sUAS, except when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial. There are two exceptions. When information is gathered from use of a sUAS at a routed event or special event, that information shall be destroyed within 24 hours. When information is gathered as part of an infrastructure inspection, that information shall be turned over to the requesting government agency as soon as practicable and then destroyed.

When the recording does not fall under the statutory exemptions, documentation pertaining to use of the sUAS, such as location, date, time, and scope of the mission, is not subject to being destroyed within thirty (30) days of a recording.



A supervisor may retain particular information if he or she deems that there is reasonable suspicion that the information contains evidence of criminal activity, the information is relevant to an ongoing investigation or pending criminal trial, he or she deems that the information will be used exclusively for training purposes (and does not contain any personally identifiable information), or the information consists only of flight path data, meta data, or telemetry information of the sUAS.

The retention of recordings that is exempt from the thirty (30) day requirement is at the discretion of the Program Coordinator or determined by the completion of the criminal investigation or criminal trial.

X. INFORMATION OBTAINED FROM PRIVATE DRONES

The Department may utilize information from private drones only for the purpose of undertaking the tasks outlined in Section IV.A above.

Private parties may voluntarily submit information acquired by the privately-owned drone to the Department.

The Department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.

XI. ASSISTANCE TO OTHER AGENCIES

The sUAS equipment shall not be loaned to other agencies. Requests by other agencies for sUAS assistance require that a Department assigned operator respond with the equipment and operate it. All assists shall be documented in an Incident Report and a copy provided to the Program Coordinator. Assists to other agencies shall also require the completion of the sUAS Flight Report, the sUAS Flight Log, and the Notification of Drone Deployment form, if applicable.

POLICE DEPARTMENT
Wheeling, Illinois



General Order Number

23-6

Standard Operating Procedure Code

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This Order supersedes all previous written and unwritten policies of the WHEELING POLICE DEPARTMENT on the above subject.

By Order of,

A handwritten signature in black ink, appearing to read "James J. Dunne".

James J. Dunne
Chief of Police

Attachments: Appendix A: Report of Law Enforcement Drone Flight Operations
Appendix B: WPD Flight Report
Appendix C: Drone Flight Log

POLICE DEPARTMENT
Wheeling, Illinois



General Order Number
23-6

Standard Operating Procedure Code
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Appendix A



To: Cook County State's Attorney's Office, ~~Leturah~~ Jackson
From: Chief James J. Dunne
Date:
Subject: Report of Law Enforcement Drone Flight Operations under Illinois Compiled Statutes 725 ILCS 167/15-3

This memorandum is formal notification that the Wheeling Police conducted a drone flight under Illinois Compiled Statutes 725 ILCS 167/15-3 for the purpose of:

- ☐ Preventing imminent harm to life
- ☐ Preventing imminent escape of a suspect
- ☐ Preventing the destruction of evidence

This drone flight was conducted on _____ from approximately _____ hours until _____ hours in accordance with report number _____ (copy attached).

A handwritten signature in black ink, appearing to read "James J. Dunne", written over a horizontal line.

James J. Dunne
Chief of Police
Wheeling Police Department



Appendix B

WPD Flight Report (1/2)

Case Information			
Activation Date & Time:		Case Number:	
Location:		Pilot: Visual Observer:	
sUAS Mission	<input type="checkbox"/> Scene Documentation <input type="checkbox"/> Missing Person (non-criminal) <input type="checkbox"/> Exigent circumstances (<48 hours) <input type="checkbox"/> Search Warrant <input type="checkbox"/> Terrorist Threat <input type="checkbox"/> Disaster Determination <input type="checkbox"/> Public Demonstration		
	<input type="checkbox"/> Emergency Response/Victim Assistance <input type="checkbox"/> Routed or Special Event (e.g. parade or festival) <input type="checkbox"/> Other (Describe) and list approving supervisor		
Weather			
Wind (mph):		Gusts (mph):	Temp(F):
Pre-Flight Checklist			
(Note: complete all items, if an item cannot be completed, STOP and correct it before take off)			
Item	Acceptable Condition		Satisfactory?
1	Airspace	Unrestricted Airspace or Authorized Via Waiver	
2		Potential Obstructions near Flight Path Identified	
3		No NOTAMS or TFRs in Operation Area	
4	Weather	Visibility (3+ Statute Miles)	
5		Cloud Cover (500 ft Vertical, 2000 ft Horizontal)	
6		Winds (<22 mph), Temperature (>14F)	
7	Flight Area Exam	Overall Inspection (lighting, bystanders, private prop.)	
8		Identify Perimeter and Flight Path Hazards	
9		Identify Higher Detail Area, Verify Evidence	
10	sUAS Inspection	If Scene Doc, Mark 3 Reference Points ("L" shape)	
11		Check Drone Body for Physical Damage/Defects	
12		Check Micro SD Card and sUAS/Controller Batteries	
13	sUAS Setup	Check Propellers for Damage	
14		Unlock Gimbal and Fully Extend Arms	
15		Power Up Controller and Drone (Power x 2 and Hold)	
16		Confirm "N-Mode" and Check for Errors or Alerts	
17	Brief Personnel	Confirm Compass Calibrated to Current Location	
18		Brief Visual Observer and Flight Crew	
19		Prepare Flight Area, Notify Bystanders	
20		Verify PIC License and Waivers	
Batteries Used	<input type="checkbox"/> Battery Set 1	Starting % _____	Ending % _____
	<input type="checkbox"/> Battery Set 2	Starting % _____	Ending % _____
	<input type="checkbox"/> Battery Set 3	Starting % _____	Ending % _____
	<input type="checkbox"/> Battery Set 4	Starting % _____	Ending % _____



Appendix B cont.

WPD Flight Report (2/2)

Flight Information		
Item	Acceptable Condition	Satisfactory?
1	sUAS	Establish Take Off Location (25' Radius, No Overhead Obstructions)
2		Confirm Desired Capture Mode and Camera Transmission
3		Confirm Home Point is Set and Accurate to Desired Location
4		Start Motors, Idle, Confirm no Abnormal Noises or Issues
5		Launch and Hover Check (Flight Control, Telemetry, Gimbal)
Flight Capture (If Scene Documentation Mission)		
Item	Acceptable Condition	Completed
1	Image Capture	Survey Grid (Over Left Edge, <u>Up</u> until you See Right Edge). Each Point in 4 Photos, 2 Passes – L Edge/ R Edge Height(ft): _____
2		Overview Pass 1.5x Height of Survey Grid; (Center of Scene). Each Point in 4 Photos, Center of Scene to Both Edges Height(ft): _____
3		Evidence Grid (1/2 Height Survey Grid) Each Point in 4 Photos, Paint/Markers and Evidence Height(ft): _____
4		Additional Evidence Grid (if needed) (1/2 Height of Previous Evidence Grid) Height(ft): _____
5		Obliques (if needed) (1/2 Height of Survey Grid) 30° max (-60° angle) Capture 360° of vehicle at clock stops Height(ft): _____
Flight Conclusion		
Item	Acceptable Condition	Satisfactory?
1	sUAS	Check for Hazards – Clear and Safe Landing Zone
2		Lower to 20ft and Hover
3		Land sUAS and Shut Down Motors
4		Review Images
5		Inspect sUAS and Controller for issues
6		Power Down sUAS and Controller
7		Remove all Batteries and Secure All Equipment in Case
8	Scene	Advise all that sUAS Mission is Complete
9		Measure and Photograph Reference Markers RP1 to RP2 Distance (ft) _____ RP2 to RP3 Distance (ft) _____ RP1 to RP3 Distance (ft) _____
Signatures		
Reporting Officer:		Supervisor Approval:

POLICE DEPARTMENT
Wheeling, Illinois



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Appendix C

Wheeling PD sUAS (Drone) Flight Log										
Entry	Date	Time	Operator	Visual Observer	Brief Description of Operation (including Location & Case #)	Batteries Used				Supervisor Authorization
						1	2	3	4	
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										

Unmanned Aerial System (UAS) Operations

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft or drone of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

606.2 POLICY

Unmanned aerial systems may be utilized to enhance the sheriff's office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System (UAS) Operations

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic program reports to the Sheriff.

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

The UAS, or images and data produced by its use, shall not be used for personal business of any type. Any use of the UAS that is not specifically related to the operation or mission of this department shall require the express authorization of the Sheriff or the authorized designee.

Unmanned Aerial System (UAS) Operations

The Whiteside County Sheriff's Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the office's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Sheriff's Office by a private third party (725 ILCS 167/40).

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

606.7 RETENTION AND DISCLOSURE OF UAS INFORMATION

Within 30 days of UAS use, the Records Section supervisor shall destroy all information gathered by the UAS except when there is reasonable suspicion that the information contains evidence of

Whiteside County Sheriff's Office

Policy Manual

Unmanned Aerial System (UAS) Operations

criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial (725 ILCS 167/25).

606.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UAS's owned by the Whiteside County Sheriff's Office (725 ILCS 167/35).

WILL COUNTY
SHERIFF'S OFFICE
POLICY AND PROCEDURE
GENERAL ORDER

[20 ILCS 3305 the Illinois Emergency Management Agency Act](#)
[725 ILCS 5/108-3 Grounds for a Search Warrant](#)
[725 ILCS 167 Drones as First Responders Act](#)
14 CFR 107 Drone Operation & Certification Regulations

Policy Sections:

Drone Team Leader
Training Prior to Use of the UAS
Department Use of the UAS
Accident Reporting
Restrictions
Privacy Considerations
Inspection and Care of the Equipment
Security of Recordings/Information Disclosure
Records Retention
Reporting
Information from Private Drones
Policy Violations

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

PURPOSE

To establish a written directive that provides guidelines and procedures to Will County Sheriff's Office deputies relating to small, unmanned aircraft systems (sUAS)

POLICY

It is the policy of the Will County Sheriff's Office ("Sheriff's Office") to provide procedures for the use of sUAS. This General Order establishes procedures to ensure authorized personnel are trained on the use of small, unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

DEFINITIONS

Disaster: As defined in 20 ILCS 3305, the Illinois Emergency Management Agency Act, means an occurrence of threat of widespread or severe damage, injury or loss of life or property resulting from any natural, technological, or human cause, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials spill or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, drought, infestation, critical shortages of essential fuels and energy, explosion, riot, hostile military or paramilitary action, public health emergencies, cyber incidents, or acts of domestic terrorism.

Drone Team Leader: personnel responsible for the day-to-day management and usage of the small, unmanned aircraft(s).

Federal Aviation Administration (FAA): A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information: As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Parade: As defined in 725 ILCS 167/5, the Drones as First Responders Act, means a march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic because the parade will not or cannot comply with normal and usual traffic regulations or controls. "Parade" does not include a political protest, march, demonstration, or other assembly protected by the First Amendment.

Public Health Emergency: As defined in 20 ILCS 3305/1, the Illinois Emergency Management Agency Act, means an occurrence or imminent threat of an illness or health condition that: (a) is believed to be caused by any of the following: bioterrorism, the appearance of a novel or previously controlled or eradicated infectious agent or biological toxin, a natural disaster, a chemical attack or accidental release or a nuclear attack or accident and (b) poses a high probability of any of the following harms: a large number of deaths in the affected population, a large number of serious or long-term disabilities in the affected population or widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

Public Safety Answering Point (PSAP): As defined in 50 ILCS 750, the Emergency Telephone System Act, means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command: Person directly responsible for and is the final authority as to the operation of the small, unmanned aircraft.

Routed Event: Means a parade, walk, or race that (1) is hosted by the State of Illinois or a country, municipality, township, or park district; (2) is outdoors and open to the public; and (3) has an estimated attendance of more than 50 people. *"Routed Event" does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

Small Unmanned Aircraft System (sUAS): A small, unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Special Event: For the purpose of sUAS usage and 725 ILCS 167, means a concert or food festival hosted by the State or a county/municipality/township/park district. *A special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.*

- a. Is hosted by the State of Illinois or a county, municipality, township, or park district.
- b. Is outdoors and open to the public.
- c. Has an estimated attendance of:
 1. 150 or more people in a unit of local government with a population that is less than 50,000.
 2. 250 or more people in a unit of local government with a population that is greater than or equal to 50,000 but less than 100,000.
 3. 350 or more people in a unit of local government with a population that is greater than or equal to 100,000 but less than 500,000.
 4. 500 or more people in a unit of local government with a population that is 500,000 or more.

Visual Observer: The person designated by the Remote Pilot in Command to assist the Remote Pilot in Command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.

PROCEDURES

DRONE TEAM LEADER

The Deputy Chief of Special Operations assigned to the sUAS program appoints a Drone Team Leader who is responsible for the management of the department's small, unmanned aircraft program. The Drone Team Leader ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the Drone Team Leader:

1. Coordinate the FAA Certification of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and department approved training in the operation, applicable laws, policies, and procedures regarding use of the sUAS.
3. Ensure protocol for submission and evaluation of requests to deploy the sUAS, including urgent requests made during on-going or emerging incidents.
4. Maintain operational protocol governing the safe deployment and operation of a sUAS, along with documenting all missions.
5. Maintain inspection and maintenance logs to ensure continuing airworthiness of a sUAS, up to and including its overhaul or life limits.
6. Ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
7. Ensure retention and purge periods are maintained in accordance with established records retention schedules.
8. Recommend program enhancements, especially regarding safety and information security.
9. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the commander responsible for oversight of the program.

TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding on how to use the sUAS and the procedures outlined in this policy.
- B. Assigned officers will undergo training on the equipment to ensure continued effective use, operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or 14 CFR 107 requirements, statutes, or department policy. Additional training may be provided at periodic intervals for personnel displaying a substandard performance in the use of sUAS equipment.

DEPARTMENT USE OF UAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. Pursuant to the ***Drone as First Responder Act, 725 ILCS 167/15***, the sUAS may be used to gather information during the following situations:
 1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
 2. If the law enforcement agency first obtains a search warrant based on probable cause issued under Section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.

3. If the law enforcement agency possesses reasonable suspicion that swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect or prevent the destruction of evidence. The use of the sUAS under this paragraph is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a sUAS under this paragraph, the drone team leader of the law enforcement agency must report its use, in writing, to the local state's attorney.
4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in a search and rescue operation, or aiding a person who cannot otherwise be safely reached.
5. If a law enforcement agency is using a sUAS solely for crime scene and traffic crash scene photography. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences.
 - a. The use of a sUAS under this paragraph on private property requires either a search warrant based on probable cause under Section 108-3 of the Criminal Code of Procedure of 1963 or lawful consent to search.
 - b. The use of a sUAS under this paragraph on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search.
 - c. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable effort to only photograph the crime scene or traffic crash scene and avoid other areas.
6. If a law enforcement agency is using a sUAS during a disaster or public health emergency, as defined by 20 ILCS 3305/1. The use of a sUAS does not require an official declaration of a disaster or public health emergency prior to use. A law enforcement agency may use a sUAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a sUAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Any law enforcement agency operating a sUAS under this paragraph shall make every reasonable attempt to photograph only the building or structure and avoid other areas.
8. To demonstrate the capabilities and functionality of a Deputies sUAS for public relations purposes, provided that no information is collected or recorded by the drone during such demonstration.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a sUAS is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency. As used in this paragraph, "Public Safety Answering Point" and "PSAP" have the meaning given to those terms in Section 2 of the Emergency Telephone System Act. Refer to the definitions section of this policy for more information.
10. The Special Events Coordinator shall consult with the Drone Team Leader to determine if a sUAS should be utilized during a special event, parade, or routed event to prepare for

or observe crowd size, density, and movement, assess public safety staffing, or oversee the general safety of the participants.

a. If a law enforcement agency is using a sUAS at a routed event or special event, the use of a sUAS under this paragraph requires that:

1. A notice is posted at the event location for at least 24 hours before the event and clearly communicates that a sUAS may be used at the upcoming event for the purpose of real-time monitoring of participant safety. The Special Event Coordinator is responsible for ensuring the posting of signs.
2. A notice is posted, if practical, at major entry points to the event and clearly communicate to the participants that a drone may be used for the purpose of real-time monitoring of participant safety.
3. The sUAS is flown in accordance with Federal Aviation Administration safety regulations. Under this paragraph, a law enforcement agency may use the drone:

a. In advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.

b. During the event to proactively support public safety personnel by monitoring the event footprint in real-time:

1. To detect a breach of event space, including a breach by an unauthorized vehicle, an interruption of a parade route, or a breach of an event barricade or fencing.
2. To evaluate crowd size and density.
3. To identify activity that could present a public safety issue for the crowd, including crowd movement.
4. To assist in the response of public safety personnel to a real-time public safety incident at the event.
5. To assess the traffic and pedestrian flow around the event in real-time.

C. Requests to deploy the sUAS flight shall be made to the Drone Team Leader or designee.

D. Whenever possible, if the sUAS will be flying within proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.

E. At the conclusion of each deployment, any recordings or images shall be securely downloaded, and proper evidence procedures shall be followed.

F. All uses of the sUAS will be documented on a spreadsheet maintained by the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to 14 CFR 107 Drone Operation & Certification Regulations, within 10 days after the accident, the Remote Pilot in Command must report accidents to the FAA in the following situations:
1. Serious injury to any person or loss of consciousness.
 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied (a) the cost of repair including materials and labor does not exceed \$500.00 or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.
- B. The Remote Pilot in Command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the Remote Pilot in Command shall provide notification to the FAA by using the FAA's DroneZone Portal at: <https://faadronezone.faa.gov/#/>

RESTRICTIONS

- A. The sUAS will not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation. Refer to General Orders Biased Based Policing 1.09
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
 5. Gather information during a political protest, march, demonstration, or other assembly protected by the First Amendment.
 6. Operate facial recognition software. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using, during a flight, onboard facial recognition software that works in conjunction with the sUAS. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from using any information gathered by a sUAS with any facial recognition software, unless either:
 - a. The law enforcement agency is using a sUAS to counter a high risk of a terrorist attack by a specific individual or organization and the United States Secretary of Homeland Security has determined that credible intelligence indicates that there is such a risk.

- b. The law enforcement agency possesses reasonable suspicion that swift action is needed to prevent imminent harm to life or to forestall the imminent escape of a suspect or the destruction of evidence.
 - 7. Transport weapons. A law enforcement agency operating a sUAS under the Drones as First Responders Act is prohibited from equipping or using a sUAS on any firearm, weaponized laser, kinetic impact projectile, chemical agent or irritant, or any other lethal or non-lethal weapon.
- B. sUAS deployments by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 1. Conduct a pre-flight check to ensure the sUAS is in safe operation.
 - 2. Keep the sUAS in visual line of sight
 - 3. Fly at or below 400 feet above ground level or structure.
 - 4. Fly at or below 100 mph.
 - 5. Yield right of way to manned aircraft.
 - 6. Must not fly from a moving vehicle, except in rural areas.
 - 7. During an emergency, or where exigent circumstances exist, deviations from policy is permitted.
- C. The Drone Team Leader shall request a certificate waiver from the FAA which authorizes deviation from specific regulations. The certificate waiver will be granted when the FAA determines that the sUAS operation can be safely conducted under the terms of the certificate waiver.
- D. Personnel shall notify the Drone Team Leader when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

41.11.1 INSPECTION AND CARE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning, storage, and maintenance of the sUAS equipment. Malfunctions shall be brought to the attention of the Drone Team Leader as soon as possible. All incidents involving the crashing of a sUAS shall be reported in writing to the Drone Team Leader. Information shall include the reason for the flight; the date, time, and location; outcome of the deployment.

B. Prior to use, assigned officers shall:

1. Inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance to the manufacturer's recommendations.
2. Inspect the body of the sUAS, the charging and camera cables to look for signs of visible damage. Ensure the propeller blades are in flight worthy condition.

SECURITY OF RECORDINGS/INFORMATION DISCLOSURE

personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the Drone Team Leader.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to 725 ILCS 167/25, if a law enforcement agency uses a sUAS for the circumstances outlined in this policy, the agency shall not disclose any information gathered by the sUAS, except that a supervisor of that agency may disclose particular information to another governmental agency if there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
 1. Records of sUAS usage, including flight path data, metadata, or telemetry information of specific flights, if available, may be disclosed subject to the Freedom of Information Act and rules adopted under that act.
 2. A law enforcement agency uses a sUAS for the circumstances outlined in this policy shall neither sell any information gathered by the sUAS nor disclose any information gathered by the sUAS to any person to whom disclosure is not authorized under this section of the policy.
 3. Nothing prevents the disclosure of information through a court order or subpoena in connection with a criminal proceeding or if the disclosure is regarding a completed traffic crash investigation.

RECORDS RETENTION

- A. If a law enforcement agency uses a sUAS for the reasons specified of this policy, the agency shall destroy all information gathered by the sUAS within the following timeframes:
 1. All information gathered pursuant to a terrorist attack, obtaining a search warrant, preventing harm to life and destruction of evidence, missing persons, search and rescue operation, aiding a person who cannot be safely reached, traffic crash and crime scene, disaster or public health emergency, or Public Safety Answering Point (PSAP) dispatched calls for service shall be destroyed within 30 days after being gathered.
 2. All information gathered pursuant to a routed event or special event shall be destroyed within 24 hours after being gathered.

3. All information gathered pursuant to an infrastructure inspection of a designated building or structure shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
4. Notwithstanding the above, a supervisor at a law enforcement agency may retain certain information if:
 - a. There is reasonable suspicion that the information contains evidence of criminal activity.
 - b. The information is relevant to an ongoing investigation or pending criminal trial.
 - c. A supervisor at the agency deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information.
 - d. The information consists of only flight path data, metadata, or telemetry information of the drone.

REPORTING

- A. Pursuant to 725 ILCS 167/35, if a law enforcement owns one or more sUAS, it shall report in writing annually, by April 1, to the Illinois Criminal Justice Information Authority the:
 1. Number of SUAS it owns.
 2. Number of times a sUAS was used pursuant to the categories of use specified in this policy, including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes.
 3. The report shall contain a copy of the agency's latest policy concerning sUAS as of the most recent April 1.
- B. Each law enforcement agency that uses a sUAS shall implement and make publicly available to its website the law enforcement agency's policy governing the operation, use, administration, and oversight of its sUAS Program.
- C. The Drone Team Leader is responsible for ensuring the department's transparency site includes the following information pertaining to the use of sUAS to include the date of use, time of use, reason for use and location of use.

INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking:
 1. Private parties may voluntarily submit information acquired by the privately owned drone to the police department.
 2. The department shall not disclose any information gathered by the private drone. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an on-going investigation or pending criminal trial.

POLICY VIOLATIONS

- A. In the event the Drone Team Leader learns of any violations to this policy, the team leader shall notify the Deputy Chief responsible for the department's sUAS Program to determine the next steps to include immediate actions to prevent future violations through any of the below means:
 - 1. Training.
 - 2. Discipline including progressive discipline for repeat violations, or other means that will prevent repeated violations. Refer to General Order Number 4.03 Disciplinary Procedures for information about the discipline process.
- B. When it is learned that willful and wanton violations of this policy occurred, the department will immediately remove the pilot from the sUAS Program and take actions to prevent future willful and wanton violations of this policy.
- C. The Attorney General shall have the authority to conduct investigations into patterns and practices of violations of this policy, to include 725 ILCS 167 and may:
 - 1. Require a law enforcement agency, law enforcement official, or any other person or entity to file a statement or report in writing under oath or otherwise, as to all information the Attorney General may consider necessary.
 - 2. Examine under oath any law enforcement official or any other person alleged to have participated in or with knowledge of the alleged violation.
 - 3. Issue subpoenas, obtain records, conduct hearings, or take any other actions in aid of any investigation.
- D. If a law enforcement agency, law enforcement official, or other person or entity fails to comply, in whole or in part, with a subpoena or other investigative request issued under C (3) listed above, the Attorney General may compel compliance through an action in the circuit court. Refer to 725 ILCS 167 for more information on an investigation completed by the Attorney General.
- E. Upon entry of an adverse judgment under 725 ILCS 167, demonstrating a pattern or practice of violations of the above-mentioned statute, a law enforcement agency shall forfeit its ability to use sUAS under this policy for not less than six months for a first adverse judgement and up to one year for a second adverse judgment demonstrating a pattern of violating this policy.



Williamson County Sheriff's Office

Department Policy: Unmanned Aircraft System	Related Policies: Arrest, Search and Seizure
<i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this agency for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Signature of Sheriff	
Date Implemented:	Review Date:

PURPOSE:

A drone's ability to reach inaccessible or dangerous locations has an advantage over manned helicopters because they reduce the risk to human life. UAS have the potential to help in Law Enforcement tasks by covering more ground and keeping police officers safe by providing an eye in the sky in potentially dangerous situations. The UAS (Unmanned Aircraft System) will be used to enhance public safety and in assist law enforcement operations.

- A. Tactical Operations:** The UAS will be used to enhance and support tactical operations in areas of Williamson County or neighboring counties, should a request for assistance be made and approval authorized. SRT (Special Response Team) and narcotics operations, and detectives during the execution of warrants, may utilize UAS to provide real time situational awareness of the target during high risk operations. The ability to provide this aerial view may enhance officer safety and document movements of officers and civilians.
- B. Search and Rescue:** Unmanned systems equipped with a thermal / optical camera and multi-sensor navigation systems are designed to find people in rugged outdoor environments. The ability to use this aircraft to search large areas quickly using the attached technology equipment will improve the resolution of search and rescue operations.
- C. Crime and Collision Scene:** The UAS can also be used for crime scene over watch, as well as use to document and record crime scenes and accident scenes.

POLICY:

- A.** It is the policy of this agency to use UAS in coordination with law enforcement officers conducting specific missions as guided by FAA Part 107 standard rules and regulations, the Certificate of Authorization (COA) issued by the Federal Aviation Administration (FAA), the Illinois Freedom from Drone Surveillance Act (725 ILCS 167/), Williamson County Sheriff's Office Department Policies, and any applicable case law. This policy is designed to minimize risk to persons, property, and aircraft during the operation of the UAS while safeguarding constitutional protections and privacy interests of all persons.

DEFINITIONS:

- A. UAS:** Unmanned Aircraft Systems.
- B. Remote Pilot in Command:** A Remote Pilot in Command (PIC) will be determined by the flight crew at the beginning of the operation. The PIC has the final authority and responsibility for the overall operation and safety of the flight. To qualify as PIC for an operation you must:
- Be an employee of the Williamson County Sheriff's Office
 - Have completed Part 107 Airman Knowledge Test
 - Possess a FAA Commercial Drone License
 - Be approved by the Williamson County Sheriff

The PIC shall maintain a working knowledge of FAA policies, guidance, and applicable regulations regarding UAV usage in the National Airspace. The PIC is responsible for ensuring that this policy manual is followed anytime an Agency UAV is operated for any mission, including training.

- C. Co-Pilot:** The co-pilot is responsible for operation of the secondary systems (typically the camera) of the UAS. If utilized, the co-pilot is responsible for assisting the pilot in visual observation of the UAS during take-offs, landings, and flight operations. To qualify as a co-pilot in the Agency's aviation program you must complete an agency approved training and be approved by the Williamson County Sheriff.
- D. Visual Observer:** Monitor the flight characteristics of the aircraft while in communication with the operator to ensure proper flight and that the aircraft remains clear of obstacles and low flying air traffic. To qualify as a visual observer, you must complete an agency approved training directed specifically towards the duties and responsibilities of the position and be approved by the Williamson County Sheriff.
- E. Other Flight Crew:** Other personnel may be utilized to assist the pilot in command with basic functions such as charging batteries, managing cables, operating computers or electronic devices not directly related to flight control, or other duties as needed. These personnel shall not fill the role of any crew member list above without first meeting the requirements of that position.

PROCEDURES:

UAS PICs, co-pilots, and supervisors will have the protection of citizens civil rights and reasonable expectations of privacy as a key component of any decision made to deploy the UAS. UAS operators and observers and supervisors will ensure that operations of the UAS cause no greater intrusion on privacy interests than is necessary to carry out the mission in accordance with the law. To accomplish this primary goal this agency will:

- A.** All video and still images will be maintained in strict compliance with Agency policies and the Illinois Freedom from Drone Surveillance Act.
- B.** The UAS unit will not conduct random surveillance activities.
- C.** The authorized missions for the UAS are:
 - 1. Video/photographs for investigative support (Crime Scene, SRT)
 - 2. HAZMAT Response
 - 3. Search and Rescue
 - 4. Barricaded persons / Hostage situations / Active Shooters
 - 5. Traffic collisions
 - 6. Disaster Response (Floods, Tornado Damage, etc.)
 - 7. Bomb Threats (after consulting with incident commander regarding electronic interference)
 - 8. Support of Fire Departments emergency response efforts
 - 9. All other requested uses will be approved by the Sheriff or their designee prior to deploying the UAS.
 - 10. If UAS is going to be used over a residential property for an investigation a warrant shall be obtained unless the UAS Commander can articulate probable cause that exigent circumstances exist. The warrant should be obtained as soon as practical.
 - 11. The Pilot-In-Command is responsible for documenting each use of the UAS, whether for training or a mission, with pre- and post-flight forms and any other applicable FAA suggested forms. Each actual mission will also be documented with a Case # and Narrative that explains the use of the UAS.
- D.** The UAS program will operate strictly within the law and regulations. If in doubt, prior to operating the UAS the Sheriff or their designee will ensure that warrants are applied for and obtained.
- E.** A committee will be formed and meet annually, or when legal or regulatory issues arise, for the purpose of reviewing the existing UAS policy and procedures as well as new technologies and laws and regulations on UAS usage. The committee, chaired by the Sheriff or his designee, may consist of personnel from UAS unit such as the UAS Unit Commander, Pilots, Co-Pilots, and Observers, SRT, Investigations, Patrol, and may also include representatives from the State's Attorney's Office and civilians who have specialized knowledge of UAS operations such as the Manufacture or FAA representatives. A copy of the policies and procedures (electronic and/or paper) will be issued to every person having UAS responsibilities.

Personnel:

- A.** The Sheriff will designate FAA certified pilots to be Supervisors of the UAS Unit. The Supervisors shall report directly to the Sheriff. The UAS Supervisors shall be responsible for the overall direction and performance of the UAS unit.

Responsibilities of the UAS Supervisors:

1. Selection of UAS personnel
2. Maintaining all training, flight and maintenance records for each operator and observer as well as individual airframes,
3. Maintain contact with the FAA and regulations as they change, calling for committee meeting when necessary to maintain up to date policies and procedures.
4. Evaluate airframes based on mission needs.

B. Pilot in Command (PIC):

- a.** A PIC's primary duty is the safe and effective operation of UAS in accordance with the manufacturers' approved flight manual, FAA regulations, Illinois Freedom from Drone Surveillance Act, and Williamson County Sheriff's Office policy and procedures.
- b.** Pilot Rating. Operators are authorized to conduct operations in accordance with the FSIMS 8900.1, Volume 16, Chapter 4, Section 1, Pilots. Operators must hold, at a minimum, a FAA Private Pilot Certificate, or FAA Remote Pilot Certificate. Currency in a manned aircraft is not required. The PIC must be in general good health and not have any medical condition that could potentially hinder the safe flight of a mission or training exercise.
- c.** PIC's must remain knowledgeable of all FAA regulations COA; UAS manufacturer's flight manual and bulletins, Illinois Freedom from Drone Surveillance Act, and Williamson County Sheriff's Office policy and procedures.
- d.** PIC's may be temporarily removed from flight status at any time by the UAS Supervisor or the Sheriff for reasons including performance, proficiency, physical condition, etc. Should this become necessary, the operator will be notified verbally and in writing of the reason, further action to be taken and expected duration of such removal.

C. Co-Pilot:

- a.** Co-Pilots must have been provided with sufficient training to communicate clearly to the PIC any turning instructions required to stay clear of conflicting traffic. A Co-Pilot's primary duty is to operate the UAS's equipment including cameras, FLIR, radio communications with patrol units as well as be an observer for anything that may affect the PIC's primary duty (see and avoid).

Outside Jurisdiction - Request for Support – Mutual Aid:

- a. Requests for support from other government agencies within, or outside the jurisdiction of this agency will be forwarded to a UAS Supervisor who will approve or deny the request. Proper policy and procedure, as well as FAA regulations and the Illinois Freedom from Drone Surveillance Act shall be followed when granting mutual aid support using the UAS.

Safety: The Williamson County Sheriff's Office is committed to having a safe and healthy workplace, including:

- a. The ongoing pursuit of an accident free workplace, including no harm to people, no damage to equipment, the environment and property.
- b. A culture of open reporting of all safety hazards in which management will not initiate disciplinary action against any personnel who, in good faith, disclose a hazard or safety occurrence due to unintentional conduct.
- c. Support for training and awareness programs.
- d. Conducting regular audits of policies, procedures and practices.
- e. Monitoring the UAS unit to ensure best safety practices are incorporated into the unit.
- f. It is the duty of every member within the UAS unit to contribute to the goal of continued safe operations. This contribution may come in many forms and includes always operating in the safest manner practicable and never taking unnecessary risks. Any safety hazard, whether procedural, operational or maintenance related should be identified as soon as possible after, if not before, an incident occurs. Any suggestions in the interest of safety should be made to a UAS Supervisor.
- g. If any member observes, or has knowledge, of an unsafe or dangerous act committed by another member, A UAS Supervisor is to be notified immediately so that corrective action may be taken.
- h. In regards to safety, all members of the UAS unit are responsible for the following:
 - 1. Ensuring all flight operations personnel understand applicable regulatory requirements, standards and organizational safety policies and procedures.
 - 2. Observe and control safety systems by monitoring all operations.
 - 3. Review standards and the practices of agency personnel as they impact operational safety.
 - 4. Communicate all reported safety related problems and the corrective action taken. Communicate any in-flight problems (or learned experiences)
 - 5. Reading and understanding all pertinent safety information.
 - 6. Reading and understanding all emergency safety bulletins.
 - 7. It is emphasized again that safety is the responsibility of ALL members of the UAS unit.

Medical Factors

- a. Operator and Observers shall only deploy the UAS when rested and emotionally prepared for the tasks at hand.
- b. Physical illness, exhaustion, emotional problems, etc., can seriously impair judgment, memory and alertness. The safest rule is not to act as an operator or observer when suffering from, any of the above. Members are expected to "stand down" when these problems could reasonably be expected to affect their ability to perform flight duties.
- c. A self-assessment of physical condition shall be made by all members during pre-flight activities.
- d. Performance can be seriously hampered by prescription and over the counter drugs. Many medications cause drowsiness and hamper sound decision making abilities and reaction. If it is determined that the medication being taken could hamper an operator or observer, that member shall be prohibited from the deployment or exercise.
- e. No member shall act as an operator or observer within eight hours after consumption of any alcoholic beverage, or while under the influence of alcohol.

Operational Hazard and Occurrence Report (OHOR) and Investigations

- a. Occurrences are unplanned safety related events, including accidents and incidents that could impact safety.
- b. A hazard is something that has the potential to cause harm. The systematic identification and control of all major hazards is foundational to safety.
- c. The **OHOR** concept provides a mechanism to report hazards and occurrences, real and perceived, to those responsible for UAS operations.
- d. There is no specific **OHOR** form. The information provided is what is important. Incidents should be documented without hesitation to report any anticipated, current, or experienced safety hazard, or occurrence. Further, the **OHOR** can be submitted anonymously, and to whatever level in the chain of command of this agency to get the matter proper attention, without fear of reprisal.
- e. Every hazard and/or occurrence will be investigated, with the results and corrective action taken communicated to all members. The investigation will be conducted by the UAS Commander and a designee of the Sheriff who has authority over internal investigations. Due to the technical aspects of the UAS operations an independent subject matter expert may be necessary in some cases to assure a thorough and complete investigation.
- f. ALL UAS MEMBERS ARE AUTHORIZED TO TAKE ACTION TO CORRECT A HAZARD if in that member's opinion delay will result in accident or injury. The UAS Unit Commander will be notified immediately in such situations.

Training:

- a. The key to continued safe operations is by maintaining a professional level of competency. The first step in this process is establishing minimum qualifications for selecting members, and the second step involves training those personnel.
- b. In conjunction with fulfilling all FAA requirements for operator/observer duties, the new member will also become familiar with the agency UAS operations, and its related equipment.
- c. Before a member can fly as a PIC, they must be an FAA Certified Private Pilot or Remote Pilot and complete at least 30 minutes of flight training as a PIC and 30 minutes flight time as Co-Pilot and show proficiency in the flight training exercises and the airframe. This must be accomplished to show their ability and knowledge of the UAS.
- d. In order to maintain proficiency, each Pilot must complete at least two hours of training flight using department equipment during each shift-bid period.

Call Out Procedures / Use of the UAS:

- a. If a UAS Pilot is on shift and manpower/call volume allows, that Pilot will be the Point of Contact for flight operations.
- b. If there is no UAS Pilot currently working, requests for flight operations will be made through a UAS Supervisor.
- c. When feasible a supervisor will screen all initial requests to use a UAS from patrol or investigation units. All reasonable requests will be forwarded to a UAS Supervisor for consideration.
- d. A UAS Supervisor will screen the request using the following factors:
 - 1. Is the proposed use of UAS within the capabilities of the UAS equipment and personnel to perform?
 - 2. Does the proposed use of the UAS fall within the FAA and department policies and regulations for UAS usage?
 - 3. Can the UAS be deployed safely given current weather conditions?
 - 4. If the UAS deployment requires a warrant has one been requested and approved?
 - 5. Are sufficient trained and qualified personnel available to safely operate the UAS?
- e. A UAS Supervisor will either accept or decline the request for UAS support. If the request is denied the UAS Supervisor will provide a reason for declining the support request to the requestor.
- f. The UAS Supervisor will have Dispatch contact a UAS PIC, using the UAS Turnsheet, who will be provided all available mission information.
- g. Upon arriving at the requested location the UAS PIC will contact the on-scene Incident Commander and will check in and receive a briefing on the mission requested. The UAS PIC will make an on scene determination of the ability of the UAS to perform the requested mission safely and within department and FAA policies and procedures.

- h. If the UAS PIC determines that the use of the UAS would violate department policy or directives, then the UAS PIC will inform the Incident Commander of the potential conflict along with recommendations for modifying the requested mission to conform to the department policies and procedures. As this is a change from the original approved mission the UAS PIC will contact the UAS Supervisor for direction on how to proceed. As soon as possible after the completion of the mission, the UAS PIC will make a full report of the circumstances and their concerns to a UAS Supervisor.
- i. UAS PIC will have sole discretion for declaring safety or violation of FAA rules. If the UAS PIC determines that a requested mission would violate FAA rules or endanger civilians, then the UAS PIC will respectfully inform the Incident Commander of the reasons for refusing to operate the UAS and contact a UAS Supervisor immediately. **The UAS will not be flown in this circumstance and the authority of the UAS PIC is absolute.**
- j. If the UAS PIC determines that the requested mission will potentially damage the UAS or its associated equipment the UAS PIC will inform the Incident Commander of their concerns. The UAS PIC will contact a UAS Supervisor as this is a deviation of the originally, approved mission, The UAS PIC will fully document and send a report to a UAS Supervisor for review.
- k. **The UAS shall not be used for the purpose of random surveillance.**
- l. If several separate requests for UAS support are received simultaneously, they shall be prioritized. In general terms, requests for UAS support are prioritized as:
 - i. Life Safety
 - ii. Evidence / Documentation

Flight Boundaries:

- a. All flights will be conducted according to FAA regulations, regarding COAs, Part 107 Waiver, and in accordance with department Policies and Procedures and the Illinois Freedom from Drone Surveillance act.

OPEN COMMUNICATION ACHIEVES SAFE OPERATIONS:

- a. The PIC is directly responsible for, and is the final authority over the actual operation of the UAS.
- b. PICs have absolute authority to reject a flight based on personnel or equipment safety or violation of FAA regulations, the Illinois Freedom from Drone Surveillance Act, or Department Policies and Procedures. No member of this agency, regardless of rank, shall order a PIC to make a flight when, in the opinion of the PIC, it poses a risk to personnel or equipment or is in violation of FAA regulations, the Illinois Freedom from Drone Surveillance Act, or Department Policies and Procedures.
- c. PICs are responsible for compliance with this manual, department policy and procedure, FAA regulations, and the Illinois Freedom from Drone Surveillance Act.
- d. The PICs main duty during the deployment of the UAS is to operate the UAS safely while accomplishing the goals of the deployment.
- e. PICs shall see-and-avoid any obstacle that will lessen safety during the mission.

- f. PICs shall be responsive to the requests of the Co-Pilot in order to accomplish the deployment.
- g. PICs and Co-Pilots shall be responsible for documentation for their mission training and updating of their flight books.
- h. Co-Pilots are responsible for the law enforcement aspect of the deployment.
- i. Co-Pilots shall operate any attachments to the UAS, allowing the operator to maintain complete focus on the operation of the UAS.
- j. Co-Pilots shall remain alert for suspicious persons or activities on the ground and coordinate response by ground units.
- k. Co-Pilots shall monitor the radio updates.
- l. Co-Pilots shall assist the operator in the main objective of safe operations of the UAS.
- m. Co-Pilots shall be responsible for documentation for their mission training and updating of their flight books.

Personal Equipment:

- a. Although there is no specific uniform for the UAS unit or required for proper operation of the UAS, the PIC and Co-Pilot should take necessary measures to deploy in a professional manner. PICs and Co-Pilots shall wear clothing that easily identifies them as members of this agency.
- b. PICs and Co-Pilots will take into consideration the current weather conditions when planning to deploy, and wear appropriate clothing to deploy comfortably.

Pre-Flight/Post-Flight Actions:

- a. PICs and Co-Pilots are both responsible for a thorough preflight inspection of the UAS.
- b. Before and after each deployment (whether a mission or training), the PIC and Co-Pilot shall conduct a thorough inspection of the UAS in accordance with the instructions contained in the manufactures user's manual.
- c. Any issues found that will put in jeopardy the safe operation of the UAS shall be documented and resolved prior to flight.
- d. It has been recognized that the use of a checklist is a significant method to combat UAS accidents. A pre-flight and post-flight checklist will be conducted in accordance with the manufactures instruction and will be utilized prior to each flight.
- e. Any physical equipment issue that cannot be resolved on-site, and which will have an impact on safety or the mission, will override the deployment. These issues will be resolved before flight.

Weather:

- a. Before each deployment the PIC and Co-Pilot will ensure that he/she gathers enough information to make themselves familiar with the weather situation existing throughout the area of deployment. The PIC shall utilize FAA METAR reports to obtain the latest and most current weather conditions.
- b. The METAR report covering the time period of the mission will be attached to each post-flight report.
- c. The operator shall ensure that the flight will occur within FAA Part 107 weather requirements.

Planning:

- a. The PIC and Co-Pilot shall familiarize themselves with all available information concerning the deployment including, but not limited to, the weather conditions, hazards, description of the incident, deployment goals, etc.
- b. PICs will ensure that the location for take-off and emergency landing is adequate for a safe deployment.
- c. At least one emergency landing area should be identified per deployment.
- d. PICs will ensure that they are aware of their surroundings in the event that an emergency landing is necessary. This includes the ability to recover the UAS.

Documentation:

- a. Each training flight requires a completed Preflight and Postflight Inspection Form. The PIC is responsible for these forms.
- b. Each Mission Flight requires a completed Mission Packet. Each appropriate form in the packet should be completed. An RMS Narrative must also be completed for each Mission Flight. The PIC is responsible for this.
- c. The PIC shall document any maintenance issue, or unexpected contact between the UAV and another object, that might cause flight issues or instability or damage to the vehicle will be documented in a Departmental Memo to a UAS Supervisor.
- d. The PIC shall document in an RMS Narrative and an FAA report within 10 days any accident if it results in at least serious injury to any person or any loss of consciousness, or if it causes damage to any property (other than the UAS) in excess of \$500 to repair or replace the property (whichever is lower).
- e. After each mission, all photography (still or video) obtained by the UAS Operation will be submitted to a UAS Supervisor, with a completed UAS Photography Submission form. The photography will be transferred to an external hard drive that is separate from the department network. The Micro SD card will be returned to the UAS equipment case. The photography will be stored in accordance with the Illinois Freedom From Drone Surveillance Act.

- f. The operator of the UAS is responsible for evidence handling as well as writing any supporting documentation for the incident.

Maintenance:

- a. Although there are few parts on the UAS that need servicing, it is necessary that the manufacturer's maintenance schedule is followed and properly documented.
- b. Any issues that arise during maintenance that cannot be resolved by routine methods shall be forwarded to the manufacturer for further technical support.
- c. Maintenance and service records associated with the UAS shall be maintained by a UAS Supervisor for UAS of the agency.
- d. Operators and or Supervisors of Unmanned Aircraft Systems (UAS) shall maintain manufactures software updates and or operating requirements.

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The Records Bureau supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The Records Bureau supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

609.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

609.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

609.2 POLICY

A UAS may be utilized to enhance the [department/office]'s mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

609.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

609.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the [department/office]'s current UAS policy is posted on the [department/office]'s website (725 ILCS 167/35).

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Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy

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interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

609.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

Unmanned Aerial System

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The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

609.7 RETENTION OF UAS INFORMATION

The Records Section supervisor shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a [department/office] supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

609.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

609.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

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- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

609.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

WINNEBAGO COUNTY SHERIFF'S DEPARTMENT

GENERAL ORDER NUMBER: 5-083.3		Page 1 of 4
Effective Date: 07/01/18	Reissue Date: 01/08/19	
Chapter:	Standard Operating Procedures	
Subject:	Unmanned Aircraft Systems (Drones)	
CALEA:	None	

I. POLICY

The Winnebago County Sheriff's Office has a responsibility to assure that the use of Unmanned Aircraft Systems (UAS) by agency personnel is in accordance with applicable laws and regulations set forth by the United States Government and the State of Illinois. Specifically, *20 ILCS 3305/4, "Definitions"; 725 ILCS 5/108-3, "Grounds for search warrant"; 725 ILCS 167, "Freedom from Drone Surveillance Act."; FAA Modernization and Reform Act of 2012 (FMRA), Pub. L. No. 112-95, 126 Stat. 11 (Feb. 2012)*

II. PURPOSE

To establish uniform guidelines and standard operating procedures for the operation and use of Unmanned Aircraft Systems (UAS) by agency personnel.

III. DEFINITIONS

As used in this document, the following definitions shall apply:

- A. Federal Aviation Administration (FAA) - The division of the United States (U.S.) Department of Transportation that inspects and rates civilian aircraft and pilots, enforces the rules of air safety, and installs and maintains air-navigation and traffic-control facilities.
- B. Information - Any evidence, images, sounds, data, or other information gathered by a UAS.
- C. Law Enforcement Agency - any agency of this State or a political subdivision of this State, which is vested by law with the duty to maintain public order and to enforce criminal laws.
- D. Observer – Person who assists the Pilot in Command and in maintaining visual line of sight of the SUAV.
- E. Pilot in Command (PIC) - Primary operator of the UAS who must pass the FAA Part 107 Drone Pilot written exam, possess second class FAA medical certificate, complete manufacturer's training course and be well versed in aviation phraseology.

- F. Unmanned Aircraft Vehicle (UAV) - A remote-control aircraft that does not carry a human operator.
- G. Unmanned Aircraft System (UAS) – A small UAV and its associated elements (including Com lines and components that control the small UAV that are required for the safe and efficient operation of the UAV in the National Airspace System).

IV. GENERAL PROVISIONS AND PROCEDURES

- A. The operation and maintenance of the UAS will be the responsibility of the Detective Bureau.
- B. Use of the Unmanned Aircraft System (UAS)
 - 1. All applicable FAA regulations and the manufacturer's procedures must be followed at all times.
 - 2. Pursuant to 725 ILCS 167, the "Freedom from Drone Surveillance Act," a UAS may be used:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the U.S. Secretary of Homeland Security determines that credible intelligence indicates that there is that risk.
 - b. If the Sheriff or his designee first obtains a search warrant based on probable cause issued under Section 108-3 of Chapter 725 ILCS. The warrant must be limited to a period of 45 days, renewable by the judge upon a showing of good cause for subsequent periods of 45 days.
 - c. If the Sheriff or his designee possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent harm to life, or to forestall the imminent escape of a suspect or the destruction of evidence. The use of a UAS under this exception is limited to a period of 48 hours. Within 24 hours of the initiation of the use of a UAS under this exception, the Sheriff or his designee must report in writing the use of a UAS to the Winnebago County State's Attorney.
 - d. If the Sheriff or his designee is attempting to locate a missing person, and is not also undertaking a criminal investigation.

- e. If the Sheriff or his designee is using a UAS solely for crime scene and traffic crash scene documentation. Crime scene and traffic crash photography must be conducted in a geographically confined and time-limited manner to document specific occurrences. The use of a UAS for this purpose on private property requires either a search warrant based on probable cause under Section 108-3 of Chapter 725 ILCS or lawful consent to search. The use of a UAS for this purpose on lands, highways, roadways, or areas belonging to this State or political subdivisions of this State does not require a search warrant or consent to search. Sheriff's personnel operating a UAS for this purpose shall make every reasonable attempt to only document the crime scene or traffic crash scene and avoid other areas.
 - f. If the Sheriff or his designee is using a UAS during a disaster or public health emergency, as defined by Section 4 of the Illinois Emergency Management Agency Act. The use of a UAS under this paragraph does not require an official declaration of a disaster or public health emergency prior to use. If the Sheriff or his designee may use a UAS under this paragraph to obtain information necessary for the determination of whether or not a disaster or public health emergency should be declared, to monitor weather or emergency conditions, to survey damage, or to otherwise coordinate response and recovery efforts. The use of a UAS under this paragraph is permissible during the disaster or public health emergency and during subsequent response and recovery efforts.
- 3. The UAS may be used for demonstrations, community events, public information or training purposes as approved by the Sheriff or his designee.
 - 4. The PIC shall be the only person authorized to operate the UAS and may be accompanied by an Observer. The PIC is responsible for making the final determination for when the UAS will be utilized or if a mission will be terminated based on weather, airworthiness or other related factors.

V. PROHIBITED USE

Except as provided in Section IV above, the Sheriff's Office may not use an UAS for any other purpose.

VI. REQUESTING THE UAS

- A. The UAS may be requested for incidents meeting the criteria listed in Section IV of this General Order.
- B. All requests for the UAS shall be made through the Detective Bureau Commander and documented by him/her or their designee. The Detective Bureau Commander, or his/her designee, will ensure the request meets all statutory requirements before authorizing its use.

VII. RETENTION AND DISCLOSURE

- A. The Sheriff's Office, shall retain all information gathered by the UAS for a period of 30 days and then purge, except that a supervisor of this agency may retain particular information if:
 - 1. There is reasonable suspicion that the information contains evidence of criminal activity, or
 - 2. The information is relevant to an ongoing investigation or pending criminal trial.

For additional guidelines and procedures that may be applicable, refer to **General Order 5-83.2, *Crime Scene Processing and Evidence Collection***.

- B. The Sheriff's Office shall not disclose any information gathered by the UAS, except that a supervisor of this agency may disclose particular information to another government agency, if:
 - 1. There is reasonable suspicion that the information contains evidence of criminal activity, or
 - 2. The information is relevant to an ongoing investigation or pending criminal trial.



Gary Caruana, Sheriff

01/08/19

Approval Date

Unmanned Aerial System

609.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

609.1.1 DEFINITIONS

Definitions related to this policy include:

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609.2 POLICY

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609.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

609.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for [department/office] operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and [department/office]-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Unmanned Aerial System

Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
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- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
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Unmanned Aerial System

interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

The [Department/Office] may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.
- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
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- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

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This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the [Department/Office] by a private third party (725 ILCS 167/40).

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609.8 REPORTING

The Records Section supervisor shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the [Department/Office] and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the [department/office]'s current UAS policy (725 ILCS 167/35).

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Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

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Unmanned Aerial System

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- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

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If a determination is made that a member has violated the Act, the [Department/Office] shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the [Department/Office] shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).

Unmanned Aerial System

606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS.

606.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.

606.2 POLICY

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for office operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).

Unmanned Aerial System

- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
-
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, especially regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.
- Developing procedures for the use of facial recognition software to evaluate information gathered by a UAS, as permitted by 725 ILCS 167/17.
- Ensuring that the office's current UAS policy is posted on the office's website (725 ILCS 167/35).

606.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

UAS operations should only be conducted consistent with FAA regulations.

The Office may not use the UAS to gather information except (725 ILCS 167/15):

- (a) To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates there is a risk.

Unmanned Aerial System

- (b) Pursuant to a search warrant based on probable cause. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
- (c) Upon reasonable suspicion that under particular circumstances, swift action is needed to prevent imminent harm to life, forestall the imminent escape of a suspect, or prevent the destruction of evidence. The use of a UAS under this paragraph is limited to a period of 48 hours. Within 24 hours of UAS initiation under this paragraph, the Sheriff must report its use, in writing, to the State's Attorney.
- (d) To locate a missing person, engage in search and rescue operations, or aid a person who cannot otherwise be safely reached while not also undertaking a criminal investigation.
- (e) To obtain crime scene and traffic crash scene photography in a geographically confined and time-limited manner. The use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search.
- (f) To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or emergency conditions, to survey damage, or to coordinate response and recovery efforts.
- (g) To conduct an inspection of the infrastructure of a designated building or structure when requested by a local government agency.
- (h) To locate victims, assist with victims' immediate health or safety needs, or coordinate the response of emergency vehicles and personnel, when dispatched to an emergency.
- (i) In advance of or during a routed event or special event, as defined in 725 ILCS 167/5, for those uses allowed under 725 ILCS 167/15.
 - 1. The notice for UAS use in these instances should be posted at a time, place, and manner as required by 725 ILCS 167/15.

606.5.1 PRIVATE UAS OWNERS

This policy and its restrictions apply to the department's directed use of a UAS owned by a private third party and information gathered by a UAS voluntarily submitted to the Office by a private third party (725 ILCS 167/40).

606.5.2 FACIAL RECOGNITION WITH UAS

Facial recognition software onboard a UAS shall not be used during a flight (725 ILCS 167/17). Use of facial recognition software to evaluate information gathered by a UAS is permissible only under those circumstances described in 725 ILCS 167/17.

606.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.

Unmanned Aerial System

- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (725 ILCS 167/18).

606.7 RETENTION OF UAS INFORMATION

The UAS Program Coordinator shall destroy all information gathered by the UAS within the timeframe specified by law (725 ILCS 167/20).

Information may be retained by a office supervisor when (725 ILCS 167/20):

- (a) There is reasonable suspicion that the information contains evidence of criminal activity.
- (b) The information is relevant to an ongoing investigation or pending criminal trial.
- (c) The information will be used exclusively for training purposes and all personally identifiable information has been removed from it.
- (d) The information contains only flight path data, metadata, or telemetry information of the UAS.

606.8 REPORTING

The UAS Program Coordinator shall report annually, by April 1, to the Illinois Criminal Justice Information Authority the number of UASs owned by the Office and any other required information to be reported under 725 ILCS 167/35.

The report shall contain a copy of the office's current UAS policy (725 ILCS 167/35).

606.9 DISCLOSURE OF UAS INFORMATION

Information gathered during an inspection of the infrastructure of a designated building or structure shall be given, as soon as practicable, to the requesting local government agency before it is destroyed (725 ILCS 167/20).

The disclosure of information gathered by the UAS is prohibited except (725 ILCS 167/25):

- (a) To another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- (b) Pursuant to a court order or subpoena in connection with a criminal proceeding.
- (c) In regard to a completed traffic crash investigation.

Available records of drone usage (e.g., flight path data, metadata, telemetry information of specific flights) may be disclosed subject to the Freedom of Information Act, 5 ILCS 140/1 et seq., and rules adopted under it (725 ILCS 167/25).

Unmanned Aerial System

606.10 COMPLIANCE WITH THE FREEDOM FROM DRONE SURVEILLANCE ACT

If a determination is made that a member has violated the Act, the Office shall take prompt and appropriate action (e.g., training, discipline) (725 ILCS 167/45). If a determination is made that a UAS pilot has willfully violated the Act, the Office shall promptly remove the pilot from its UAS program and take other appropriate action (see the Personnel Complaints Policy) (725 ILCS 167/45).



WOODSTOCK POLICE DEPARTMENT

GENERAL ORDER #20-057



SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

SUPERSEDES: NEW

EFFECTIVE DATE: 08-28-2023

ILEAP REF #:

PURPOSE:

The purpose of this policy is to establish guidelines under which a small unmanned aircraft may be utilized and for the storage, retrieval, and dissemination of images and data captured by such systems.

POLICY:

It is the policy of the Woodstock Police Department to ensure authorized personnel are trained on the use of small unmanned aircraft systems, hereinafter referred to as sUAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of the sUAS will be in strict compliance with relevant statutes, privacy rights, the Federal Aviation Administration, and [14 CFR 107](#) requirements.

DEFINITIONS:

Federal Aviation Administration (FAA) – A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.

Information – As defined in the Freedom From Drone Surveillance Act, [725 ILCS 167](#), any evidence, images, sounds, data, or other information gathered by the unmanned aircraft.

Program Coordinator – Sworn supervisor responsible for the day-to-day management and usage of the small unmanned aircraft.

Public Safety Answering Point (PSAP) - means the primary answering location of an emergency call that meets the appropriate standards of service and is responsible for receiving and processing those calls and events according to a specified operational policy.

Remote Pilot in Command (PIC) – Person directly responsible for and is the final authority as to the operation of the small unmanned aircraft.

Small Unmanned Aircraft System (sUAS) – A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds on takeoff, and its associated elements, including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.

Visual Observer – The person designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the aircraft to see and avoid other air traffic or objects aloft or on the ground.



WOODSTOCK POLICE DEPARTMENT

GENERAL ORDER #20-057



SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

PROCEDURES:

Program Coordinator:

The Deputy Chief assigned to the sUAS program appoints a program coordinator who is responsible for the management of the department's small unmanned aircraft program. The program coordinator ensures that policies and procedures conform to current laws, regulations, and best practices. Listed below are the following additional responsibilities of the program coordinator:

1. Coordinate the FAA Certification of Authorization (COA) and/or the [14 CFR 107](#) application process; ensure all certifications are current.
2. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration (FAA) and [14 CFR 107](#) training and department-approved training in the operation, applicable laws, policies, and procedures regarding the use of the sUAS.
3. Develop a uniform protocol for the submission and evaluation of requests to deploy the sUAS, including urgent requests made during ongoing or emerging incidents.
4. Develop a protocol for conducting criminal investigations involving the sUAS, including documentation of time spent monitoring a subject.
5. Implement a system for notification to the public and media outlets regarding sUAS deployment, when appropriate.
6. Develop an operational protocol governing the safe deployment and operation of the sUAS, along with documenting all missions.
7. Develop sUAS inspection, maintenance, and record-keeping protocol to ensure the continuing airworthiness of the sUAS, up to and including its overhaul or life limits.
8. Develop a protocol to ensure all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
9. Develop a protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
10. Facilitate law enforcement access to images and data captured by the sUAS.
11. Recommend program enhancements, especially regarding safety and information security.
12. Conduct a documented annual year-end review of the program to determine the overall success of the program and to provide recommendations for improvements, if any. The report shall be forwarded to the Deputy Chief responsible for oversight of the program.



WOODSTOCK POLICE DEPARTMENT

GENERAL ORDER #20-057



SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

TRAINING PRIOR TO USE OF THE sUAS

- A. Prior to authorization to operate a sUAS, assigned personnel must complete mandatory training provided by the department to obtain an understanding of how to use the sUAS and the procedures outlined in this policy.
- B. Assigned officers will fly the drones at least twice a month to ensure continued effective use and operation of the equipment and to incorporate changes, updates, or other revisions to the FAA and/or [14 CFR 107](#) requirements, statutes, or department policy.

DEPARTMENT USE OF sUAS

- A. The police department must obtain applicable authorizations, permits, or certificates as required by FAA prior to deploying or operating the sUAS, and ensure these documents are current.
- B. These items shall be with the pilot in command of the drone when the drone is in use.
- C. Use of the department drone(s) will be in adherence to the Freedom from Drone Surveillance Act, [725 ILCS 167/15](#)
- D. Requests to deploy the sUAS flight shall be made to the on-duty supervisor, who will confer with a department drone pilot, based upon the drone pilot's recommendation of the conditions.
- E. Whenever possible, if the sUAS will be flying within close proximity to a hospital heliport, which could create a hazardous situation for a manned aircraft, notification shall be made to the respective hospital's security office.
- F. When appropriate, notification of the sUAS deployment shall be made to the public and/or media outlets.
- G. At the conclusion of each deployment, the recordings (if any) shall be securely downloaded and proper evidence procedures shall be followed.
- H. All use of the sUAS (training included) will be documented on the Drone Usage form by the remote Pilot in Command (PIC).

ACCIDENT REPORTING

- A. The FAA requires notification of certain sUAS accidents. Pursuant to [14 CFR 107](#) Drone Operation & Certification Regulations, within 10 days after the accident, the remote pilot in command must report accidents to the FAA in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the sUAS, unless one of the following conditions is satisfied
 - (a) the cost of repair including materials and labor does not exceed \$500.00 or



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SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

(b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

- B. The remote pilot in command is required to initiate a police report for any accident involving the sUAS. The police report shall include the following information:
1. Name and contact information for operators and witnesses.
 2. Type of operation.
 3. Type of device and registration number/certificate.
 4. Event location and incident details.
 5. Evidence collection such as photos, video, and device confiscation, if necessary.
- C. When the accident meets the criteria listed under Section A, the remote pilot in command shall provide notification to the FAA by using the FAA's DroneZone Portal at:
<https://faadronezone.faa.gov/#/>

RESTRICTIONS

- A. The sUAS will not be used to:
1. Conduct random surveillance activities or requests for information.
 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 3. Harass, intimidate, or discriminate against any individual or group.
 4. Conduct personal business of any type.
- B. The deployment of a sUAS by the police department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
1. Conduct a pre-flight check to ensure the sUAS is in condition for safe operation.
 2. Keep the sUAS in visual line of sight.
 3. Fly at or below 400 feet above ground level or structure.
 4. Fly at or below 100 mph.
 5. Yield right of way to manned aircraft.
 6. Must not fly from a moving vehicle, except in rural areas.
 7. During an emergency situation, deviations from the policy are permitted.
- C. The program coordinator shall request a certificate waiver or Certificate of Authorization from the FAA which authorizes deviation from specific regulations. Either will be granted when the FAA



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determines that the sUAS operation can be safely conducted under the terms of the certificate waiver or Certificate of Authorization.

- D. Personnel shall notify the program coordinator when he/she knows or has reason to know that he/she has a medical condition that would interfere with the safe operation of the sUAS.

PRIVACY CONSIDERATIONS

- A. Use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the sUAS will collect evidence of criminal wrongdoing and/or if the sUAS will be used in a manner that may intrude upon a reasonable expectation of privacy, the department will obtain a search warrant prior to conducting the flight.

INSPECTION, CARE, AND USE OF THE EQUIPMENT

- A. The sUAS and related equipment shall be maintained in a state of operational readiness. Assigned officers shall use reasonable care to ensure the proper functioning of the sUAS equipment. Malfunctions shall be brought to the attention of the program coordinator as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
1. Prior to use, assigned officers shall:
 - a. Using an equipment checklist, inspect the sUAS and related equipment to verify proper functioning and ensure the battery is fully charged in accordance with the manufacturer's recommendations.
 - b. Inspect the body of the sUAS, to ensure that the propeller blades are in a flight-worthy condition and that the charging cables and the camera cables show no signs of visible damage. If damage is located, report it to the Program Coordinator.
 - c. Confirm that:
 - 1.) The weather conditions will allow for the safe operation of the sUAS.
 - 2.) There are no advisories or other conditions that would prevent the sUAS from flying.
 - d. Get approval from the on-duty supervisor/OIC.
 2. After use, assigned officers shall:



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SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

- a. Inspect the body of the sUAS, to ensure that the propeller blades are in a flight-worthy condition and that the charging cables and the camera cables show no signs of visible damage. If damage is located, report it to the Program Coordinator.
- b. Ensure used batteries get placed onto a charger and start charging.
- c. The sUAS gets placed back into proper storage.
- d. Complete the Drone Usage form and submit it.

SECURITY OF RECORDINGS

Personnel should be aware that recordings may contain sensitive information and are responsible for ensuring compliance with the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions and endanger the safety of individuals.

- A. All recordings are considered investigative property of the department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- B. Employees shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without written authorization by the program coordinator.
- C. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. Pursuant to [725 ILCS 167/25](#), the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- E. Pursuant to the Freedom From Drone Surveillance Act, particularly [725 ILCS 167/45](#), if the department learns of violations of this Act, the department shall immediately take actions to prevent future violations of the Act through any one or more of the following means: training, discipline, including progressive discipline for repeat violations, or other means that will prevent repeated violations of the Act by law enforcement. If the department learns of willful and wanton violations of this Act, the department shall immediately remove the pilot from its drone program and take action to prevent future willful and wanton violations of the Act.



WOODSTOCK POLICE DEPARTMENT

GENERAL ORDER #20-057



SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

INFORMATION RETENTION

- A. If the department uses a drone under [725 ILCS 167/15](#), all information gathered by the drone shall be destroyed within the following time frames:
- (1) All information gathered pursuant to paragraphs (1), (2), (3), (4), (5), (6), or (9) of [725 ILCS 167/15](#) shall be destroyed within 30 days after being gathered.
 - (2) All information gathered pursuant to paragraph (7) of [725 ILCS 167/15](#) shall be turned over to the requesting local government agency as soon as practicable, and all gathered information shall be destroyed immediately after the information has been turned over.
 - (3) All information gathered pursuant to paragraph (10) of [725 ILCS 167/15](#) shall be destroyed within 24 hours after being gathered.
 - (4) **No information should be gathered pursuant to paragraph (8) of [725 ILCS 167/15](#).**
- B. Notwithstanding section (A), a supervisor at the Woodstock P.D. may retain particular information if:
- (1) There is reasonable suspicion that the information contains evidence of criminal activity;
 - (2) The information is relevant to an ongoing investigation or pending criminal trial;
 - (3) The supervisor deems that the information will be used exclusively for training purposes, provided that any such information shall not contain any personally identifiable information; or
 - (4) The information consists of only flight path data, metadata, or telemetry information of the drone.
- C. The program coordinator is responsible for ensuring this is accomplished.

STATE of ILLINOIS REPORTING

Pursuant to [725 ILCS 167/35](#), annually and by April 1, the program coordinator shall report to the Illinois Criminal Justice Information Authority the number of drones owned by the police department, the number of times a drone was used pursuant to each paragraph of [725 ILCS 167/15](#), including the date of use, time of use, reason for use, location, whether video was recorded, and whether the video is designated for retention for training purposes. The report shall contain a copy of the agency's latest policy concerning drones as of the most recent April 1.



WOODSTOCK POLICE DEPARTMENT

GENERAL ORDER #20-057



SUBJECT: SMALL UNMANNED AERIAL SYSTEMS (sUAS)

INFORMATION FROM PRIVATE DRONES

- A. The department may utilize information from private drones only for the purpose of undertaking tasks that pertain to criminal investigations.
- B. Private parties may voluntarily submit information acquired by privately-owned drones to the police department.
- C. The department shall not disclose any information gathered by the private drones. However, a supervisor may disclose information to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity or the information is relevant to an ongoing investigation or pending criminal trial.
- D. Information gathered as a result of a voluntary third-party submission, whether under a request or on a private drone owner's initiative, is subject to [725 ILCS 167/20 and 167/25](#).

By Order of:

John L. Lieb
Chief of Police



YORKVILLE POLICE DEPARTMENT

333 - Unmanned Aerial System Operations (UAS)

SUBJECT: Unmanned Aerial System (UAS) Operations
EFFECTIVE DATE: January 26, 2023
DISTRIBUTION: All Personnel

Purpose: The purpose of this Departmental Policy is to establish procedures under which unmanned aerial systems (UAS) may be used, and the storage, retrieval and dissemination of images and data captured by such systems.

Policy: It will be the policy of the Yorkville Police Department to ensure authorized department members are trained on the use of unmanned aerial systems, hereinafter referred to as UAS, to enhance the department's mission of protecting lives and property when other means and resources are not available or less effective. Any use of the UAS shall be in strict compliance to relevant statutes, privacy rights, the Federal Aviation Administration, and 14 CFR 107 requirements.

This Policy shall be comprised of the following sections:

- I. Definitions**
- II. Program Coordinator and Team Supervisor**
- III. Training**
- IV. Use of UAS by Law Enforcement**
- V. Accident Reporting**
- VI. Restrictions**
- VII. Privacy Considerations**
- VIII. Equipment Inspection and Care**
- IX. Security and Retention of Recordings**
- X. Information Obtained from Private Drones**
- XI. Assistance to Other Agencies**
- XII. Attachments**
- XIII. Compliance**
- XIV. Effective Date**

I. DEFINITIONS

- A. Federal Aviation Administration (FAA):** A national authority with powers to regulate all aspects of civil aviation. These include the construction and operation of airports, the management of air traffic, the certification of personnel and aircraft, and the protection of US assets during the launch or re-entry of commercial space vehicles.
- B. Information:** As defined in 725 ILCS 167, any evidence, images, sounds, data, or other information gathered by the UAS.

- C. **Remote Pilot in Command (RPIC):** Person directly responsible for and is the final authority as to the operation of the UAS.
- D. **Unmanned Aerial System:** A small unmanned aircraft that does not carry a human operator, weighing less than 55 pounds at takeoff, and it's associated elements including communication links and the components that control the aircraft that are required for the safe and efficient operation of the aircraft.
- E. **Visual Observer:** The person designated by the RPIC to assist the pilot in seeing and avoiding other air traffic or objects aloft or on the ground.
- F. **Department Recording:** Electronic audio, photo, or video record that does not contain private citizens or their property or fall under section IV below.
- G. **Parade:** A march, procession, or other similar activity consisting of persons, animals, vehicles, or things, or any combination thereof, upon a public street, sidewalk, alley, or other public place, which requires a street closing or otherwise requires stopping or rerouting vehicular traffic.
- H. **Routed Event:** A parade, walk, or race that is hosted by the State of Illinois, or a county, municipality, township, or park district that is outdoors and open to the public, and has an estimated attendance of more than fifty (50) people. Routed events do not include any political protest, march, demonstration, or other assembly protected by the first amendment.
- I. **Special Event:** A concert or food festival that is hosted by the State of Illinois, a county, municipality, township, or park district that is outdoors and open to the public and has an estimated attendance of one hundred and fifty (150) or more people. Special event does not include any political protest, march, demonstration, or other assembly protected by the First Amendment.

II. PROGRAM COORDINATOR AND TEAM SUPERVISOR

- A. The Field Operations Patrol Commander is designated at the UAS Program Coordinator. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:
 - 1. Supervision of the Team Supervisor in matters related to the UAS program.
 - 2. Ensure that policies and procedures conform to current laws, regulations, and best practices.
 - 3. Coordinate the FAA Certificate of Authorization (COA) and/or the 14 CFR 107 application process; ensure all certifications are current.
 - 4. Ensure authorized remote pilots in command have completed the required Federal Aviation Administration and 14 CFR 107 training and department approved in the operation, applicable laws, policies, and procedures regarding use of the UAS.
 - 5. Annually, by April 1, report to the Illinois Criminal Justice Information Authority the number of UAS owned by the department (725 ILCS 167/35).
- B. A UAS team member selected by the Program Coordinator will be the **UAS Team Supervisor**. The Team Supervisor assists the Program Coordinator with the management of the program. The Team Supervisor shall have completed the required Federal Aviation Administration (FAA) and 14 CFR 107 training and has the following responsibilities:
 - 1. Supervision of the offices assigned to the UAS team in matters to related to the UAS program.

2. Develop uniform protocol for submission and evaluation of requests to deploy the UAS, including urgent requests made during on-going or emerging incidents.
3. Develop protocol for conducting criminal investigations involving the UAS, including documentation of time spent monitoring a subject.
4. Develop an operational protocol governing the safe deployment and operation of a UAS along with documenting all missions.
5. Develop UAS inspection, maintenance, and record keeping protocols to ensure continuing airworthiness of the UAS, up to and including its overhaul or life limits.
6. Develop protocol to ensure retention and purge periods are maintained in accordance with established records retention schedules.
7. Develop protocol to ensure all data intended to be used as evidence is submitted into evidence in accordance with departmental policy and procedures.
8. Facilitate law enforcement access to images and data captured by the UAS.
9. Recommend program enhancements, especially regarding safety and information security.
10. Ensure established protocols are followed, including at least quarterly inspections for operational readiness of equipment.
11. Conduct a documented review of flight records, pilot training, and equipment maintenance on at least an annual basis.
12. Develop training protocol to ensure all RPICs have developed the necessary proficiency to safely and efficiently operate a UAS in a law enforcement environment. The includes initial training, proficiency training, and advanced training.

III. TRAINING

- A. Prior to authorization to operate a UAS, assigned department members must complete mandatory training provided by the department to obtain an understanding on how to use the UAS and the procedures outlined in this policy (**ATTACHMENT A**).
- B. On an annual basis, assigned members will complete refresher training to ensure the safe and efficient operation of the UAS. This training shall include any applicable changes, updates, or other revisions to federal regulations, state regulations, local ordinances, and department policies and procedures.
- C. Assigned members will maintain currency on any UAS prior to performing RPIC responsibilities. If any RPIC is not current on a UAS, they must demonstrate proficiency by passing a UAS currency check flight and reviewing the Yorkville Police Department Flight Operations Manual (**ATTACHMENT B**) prior to assuming RPIC responsibilities.
- D. A RPIC must satisfactorily complete night operation training prior to conducting any night flight. Night flight is defined as any flight that has any portion of the flight between 30 minutes after sunset and 30 minutes before sunrise.

IV. USE OF UAS BY LAW ENFORCEMENT

- A. The department must obtain applicable authorizations, permits, or certificates as required by the FAA prior to deploying or operating the UAS, and ensure these documents are current.
- B. Pursuant to 725 ILCS 167/15, the UAS may not be used by law enforcement to gather information except during the following types of situations:

1. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Department of Homeland Security determines that credible intelligence indicates there is a risk.
2. Pursuant to a search warrant based on probable cause under section 108-3 of the Code of Criminal Procedure of 1963. The warrant must be limited to a period of 45 days, renewable by a judge upon showing good cause for subsequent periods of 45 days.
3. The department possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent the imminent harm to life, forestall the imminent escape of a suspect, or to prevent the destruction of evidence. The use of UAS under this paragraph is limited to a period of 48 hours.
 - a. Within 24 hours of the UAS initiation under this paragraph, the Chief of Police must report its use, in writing, to the local State's Attorney (**ATTACHMENT C**).
4. If a law enforcement agency is not undertaking a criminal investigation but is attempting to locate a missing person, engaging in search and rescue operations, or aiding a person who cannot otherwise be safely reached.
5. To obtain crime scene and traffic crash scene photography, in a geographically confined and time-limited manner, to document specific occurrences. Use of the UAS under this paragraph on private property requires either a search warrant or lawful consent to search. As it relates to lands, highways, roadways, or areas belonging to the state, a search warrant or consent to search is not required. Every reasonable attempt shall be made to only photograph the crime scene or traffic crash scene and to avoid other areas.
6. To obtain information necessary for the determination of whether a disaster or public health emergency should be declared, to manage a disaster by monitoring weather or health emergency conditions, to survey damage, or coordinate response and recovery efforts. There is no requirement for an official declaration of disaster or public health emergency prior to use.
7. To conduct an infrastructure inspection of a designated building or structure at the express request of a local government agency. Every reasonable attempt will be made to photograph only the building or structure and avoid all other areas.
8. To demonstrate the capabilities and functionality of a police drone for public relations purposes, provided that no information is collected or recorded by the drone during such demonstrations.
9. In response to Public Safety Answering Point (PSAP) dispatched calls for service, when the sole purpose for using a drone is for one or more first responders to locate victims, to assist with immediate victim health or safety needs, or to coordinate the response of emergency vehicles and personnel to an emergency.
10. If a law enforcement agency is using a drone at a routed event or special event. The use of a drone requires that:
 - a. Notice is posted at the event location for at least 24 hours before the event and clearly communicates that drones may be used at the upcoming event for the purpose of real-time monitoring of participant safety.
 - b. Notice is posted, if practical, at major entry points to the event clearly informing the attendees that a drone may be used for the purpose of real-time monitoring of participant safety.
 - c. The drone may be used in advance of an event, before event participants have begun to assemble, for the sole purpose of creating maps and determining appropriate access routes, staging areas, and traffic routes, provided that no personal identifying information is recorded and provided further that no recorded information is used in any criminal prosecution.
 - d. The drone may be used during the event to proactively support public safety personnel by monitoring the event footprint in real time to detect a breach of event space, to evaluate crowd size, to identify activity that could present a

public safety issue for the crowd as a whole, including crowd movements, to assist in the response of public safety personnel to a real-time public safety incident at the event, and to assess the traffic and pedestrian flow around the event in real time.

- C. Use of facial recognition software is prohibited in conjunction with drone use.
- D. Equipping the drone with any firearm, weaponized laser, kinetic impact projectile, chemical agent, or irritant, or any other lethal or non-lethal weapon is prohibited.
- E. Requests to schedule the UAS should be made to the Team Supervisor. If there is an immediate need to deploy, the Shift Supervisor will be the approving authority.
- F. When appropriate, notification of the UAS deployment shall be made to the public and/or media outlets.
- G. At the conclusion of each deployment, all recordings made shall be either submitted into evidence or transferred for Team Supervisor review.
- H. All uses of the UAS shall be documented in the UAS Tracking Log (**ATTACHMENT D**). Use of the UAS in the officer's CAD notes or Case Report as necessary. Any alternative applications of the UAS must have prior approval from the Team Supervisor or Program Coordinator.
- I. Use of the UAS is authorized to obtain department recordings to memorialize events, celebrations, training, and for the creation of marketing materials.

V. ACCIDENT REPORTING

- A. The RPIC is required to notify the Team Supervisor or Shift Supervisor of all accidents that result in injury or damage to city property as well as any accident or incident that results in damage to property or injury that could result in a claim against the city. The incident must be documented as soon as possible at the officer will include a memorandum documenting damaged equipment.
- B. The FAA requires notification of certain UAS accidents. Pursuant to 14 CFR 107 Drone Operation and Certification Regulations, within 10 days after the accident, the RPIC must report accidents to the FAA by using the FAA's DroneZone portal at: <https://faadronezone.faa.gov/#/> in the following situations:
 - 1. Serious injury to any person or loss of consciousness.
 - 2. Damage to any property, other than the UAS, unless one of the following conditions is satisfied: (a) the cost of repair including materials and labor does not exceed \$500.00, or (b) the fair market value of the property does not exceed \$500.00 in the event of a total loss.

VI. RESTRICTIONS

- A. The UAS shall not be used for:
 - 1. Conduct random surveillance activities or requests for information.
 - 2. Target a person based solely on individual characteristics such as, but not limited to race, ethnicity, national origin, religion, disability, gender, or sexual orientation.
 - 3. Harass, intimidate, or discriminate against any individual or group.
 - 4. Conduct personal business of any type.
 - 5. Conduct any flight that would be considered outside the scope of authorized departmental use as outlined in this policy.

- B. USA deployments by the department must also adhere to the operating procedures established by the FAA. These rules are outlined below, but are not limited to:
 - 1. Operate the UAS in accordance with federal, state, local regulations, and department policy and procedures.
 - 2. Operate within the UAS manufacturer guidelines and limitations.
 - 3. Conduct a pre-flight check to ensure the UAS in condition for safe operation.
 - 4. Keep the UAS in visual line of sight, or as otherwise authorized by the FAA.
 - 5. Fly at or below 400 feet above ground level, or as otherwise authorized by the FAA.
 - 6. Yield right of way to manned aircraft.
 - 7. Must not fly over people.
 - 8. Must not fly from a moving vehicle, except in rural areas.
 - 9. During an emergency situation, deviations from policy are permitted as necessary to avoid loss of life and destruction of property and equipment in accordance with principles of aeronautical decision making.
- C. A department member shall notify the Team Supervisor when he/she knows or has reason to know that he/she has a physical or mental condition that would interfere with the safe operation of the UAS.

VII. PRIVACY CONSIDERATIONS

- A. Use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and visual observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and visual observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.
- B. When there are specific and articulable grounds to believe that the UAS will collect evidence of criminal wrongdoing and/or the UAS will be used in a manner that may intrude upon reasonable expectation of privacy, the department shall obtain a search warrant prior to conducting the flight.

VIII. EQUIPMENT INSPECTION AND CARE

- A. The UAS and related equipment shall be maintained in the state of operational readiness and inspected at least quarterly. Assigned officers shall use reasonable care to ensure the proper functioning of the UAS equipment. Malfunctions and other deficiencies shall be brought to the attention of the Team Supervisor as soon as possible. Extra caution must be taken to ensure the equipment is not stored in extreme temperatures.
- B. Prior to use, the PRIC shall conduct a physical inspection of the UAS and its associated components in accordance with the UAS preflight inspection (**ATTACHMENT E**).
- C. The UAS shall be inspected periodically in accordance with an inspection schedule developed by the Team Supervisor and documented in the UAS Maintenance Inspection Log (**ATTACHMENT F**).
- D. Any time a UAS deficiency is discovered that would impact the safe operation of the UAS, it shall be grounded until the deficiency is corrected and documented in the UAS Maintenance Log (**ATTACHMENT G**).

IX. SECURITY AND RETENTION OF RECORDINGS

- A. Department members should be aware that recordings may contain sensitive information and members are responsible for ensuring compliance to the information in this policy. A breach in security, careless handling of the recording, and/or intentional release of recordings to non-authorized individuals may jeopardize relationships with citizens, subject victims to an invasion of privacy, jeopardize prosecutions, and endanger the safety of individuals.
- B. All recordings are considered investigative property of the Yorkville Police Department. The utmost care and caution shall be taken to ensure the recordings are not mishandled or misused.
- C. Members shall not edit, alter, erase, duplicate, copy, share, or otherwise distribute in any manner recordings without authorization by the Team Supervisor. Any violations related to unauthorized edits, alterations, and dissemination of this data shall be cause for disciplinary action.
- D. RPIC will report in writing each time the UAS was used pursuant to each paragraph of section 725 ILCS 167/15. The information will be documented with the UAS deployment report (**ATTACHMENT I**) and submitted to the UAS Team Supervisor.
- E. Pursuant to 725 ILCS 167/35 the UAS Team Supervisor will report in writing annually by April 1 to the Authority the number of drones owned by The Yorkville Police Department and the number of times a drone was used pursuant to each paragraph of section 725 ILCS 167/15.
- F. Any non-evidentiary recordings shall be saved for review by the Team Supervisor. Review shall be completed at least every 30 days. At the completion of the review, any recordings that are not retained as department recordings or in accordance with 725 ILCS 167/20 shall be deleted. All reviews shall be documented in the UAS Electronic Information Review Log (**ATTACHMENT H**).
- G. Pursuant to 725 ILCS 167/25, the disclosure of information is prohibited, except to another government agency when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- H. Pursuant to 725 ILCS 167/20, within 30 days of the recording, the department shall destroy all information gathered by the UAS, except when there is reasonable suspicion that the information contains evidence of criminal activity, or the information is relevant to an ongoing investigation or pending criminal trial.
- I. The retention of recordings that are exempt from the 30-day requirement is at the discretion of the Team Supervisor or determined by the completion of the criminal investigation or criminal trial.

X. INFORMATION OBTAINED FROM PRIVATE DRONES

- A. The department may acquire or direct the acquisition of information obtained through the use of a drone owned by a private third party only for the purpose of undertaking the tasks outlined in section IV – B listed above. This does not prevent a private third party from voluntarily submitting information acquired by a privately owned drone to law enforcement.

- a. In the event that law enforcement acquires information from the voluntary submission of that information, whether under a request or on a private drone owner's initiative, the information is subject to section IX – E and F listed above regarding the disclosure and retention rules.

XI. ASSISTANCE TO OTHER AGENCIES

- A. The UAS equipment shall not be loaned to other agencies. Requests by other agencies for UAS assistance require that a department assigned RPIC respond with the equipment and operate it. Visual observers can be selected from any suitable personnel that are available, regardless of organization.

XII. ATTACHMENTS

Attachment A: UAS Flight Training Requirements
Attachment B: UAS Flight Operations Manual
Attachment C: UAS State's Attorney Notification
Attachment D: UAS Tracking Log
Attachment E: UAS Maintenance Inspections and Schedules
Attachment F: UAS Maintenance Inspection Log
Attachment G: UAS Maintenance Log
Attachment H: UAS Electronic Information Review Log
Attachment I: UAS Deployment Report

XIII. COMPLIANCE

It is the responsibility of all Officers, Supervisors, and Administrative Personnel to comply with all sections of this directive. This Policy supersedes all previous written and unwritten policies and procedures of the Yorkville Police Department on the above subject.

XIV. EFFECTIVE DATE

This Policy shall be effective as of: **January 26, 2023**

By order of,



James Jensen
Chief of Police