



OFFICE OF EMERGENCY MANAGEMENT AND COMMUNICATIONS
CITY OF CHICAGO

September 26, 2012

Karen Sheley - FA 12-01032
ACLU
180 N. Michigan Ave., Suite 2300
Chicago, IL 60601

Re: Request for Automatic License Plate Reader

Dear Karen Sheley,

On behalf of the Office of Emergency Management and Communication (OEMC), I am responding to your Freedom of Information Act (FOIA) request our office received September 7, 2012, in which you seek information about Automatic License Plate Reader (ALPR) technology. Specifically you seek the following information:

1. *All records regarding your policies, practices, and procedures relating to ALPR technology*
2. *All records regarding the procurement of ALPR technology*
3. *All records regarding the use of ALPR technology*
4. *All records regarding the storage of data obtained using the ALPR technology*
5. *All records regarding access to ALPR data*
6. *All records regarding the sharing of data obtained through ALPR technology*
7. *All records regarding the methods by which department obtains ALPR data, either obtained through ALPR technology or for the purpose of use by the ALPR technology, from third parties, including but not limited to a list of which databases your agency can access*
8. *All training material used to instruct members of your agency in ALPR deployment, data management, or operation of automated records systems that contain ALPR data to which any member of your agency has access, including regional or shared ALPR databases*

In response to your request, the OEMC is providing you with the Automated License Plate Reader user guide and the ALPR training DVD. These items are the only responsive records the OEMC has possession of.

Please note the Chicago Police Department (CPD) would be the keeper of records for the items you have requested. The OEMC is aware that CPD has responded to your request in August.

Sincerely,

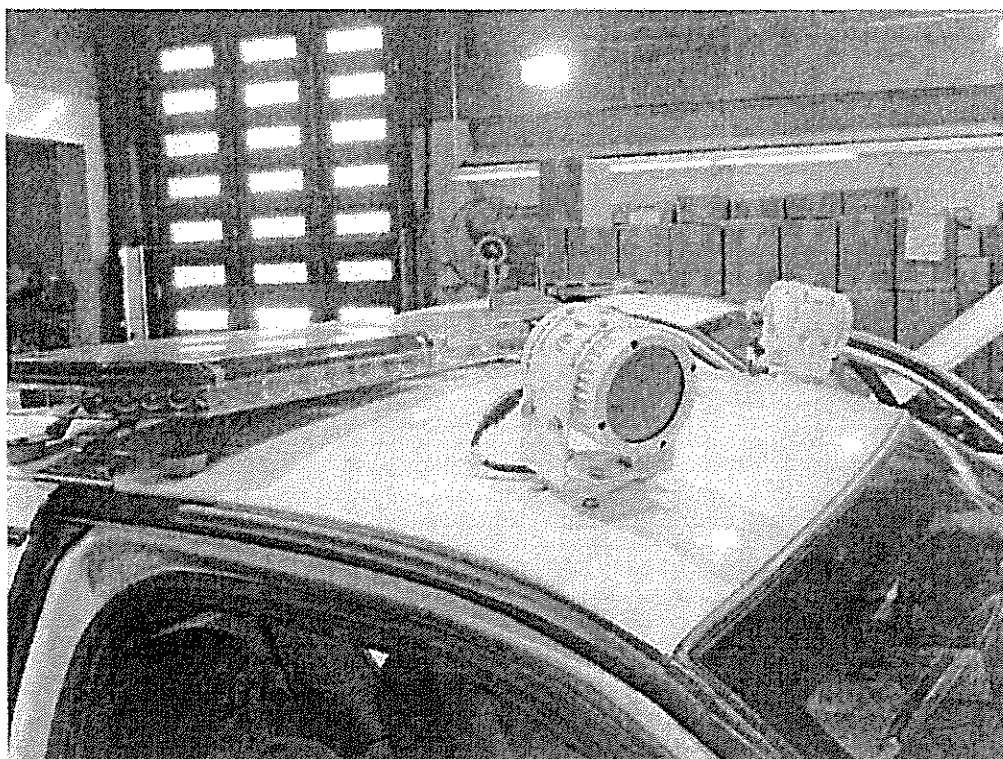
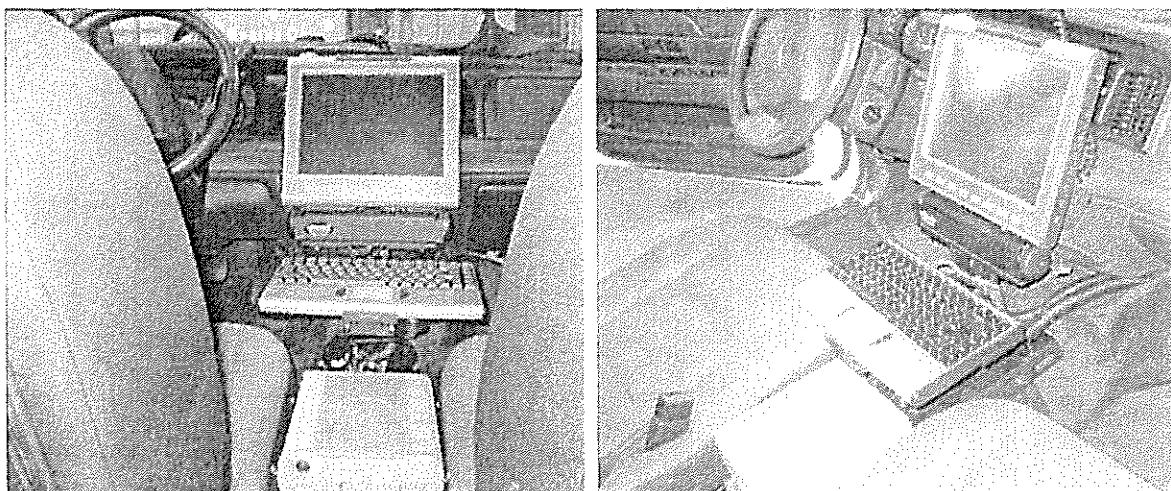
A handwritten signature in black ink, appearing to read "D. Tate". The signature is fluid and cursive, with the first letter "D" being large and prominent.

D. Tate
Freedom of Information Officer
Office of Emergency Management and Communications
312-746-9424

MOTOROLA/PIPS Automated License Plate Readers User Guide

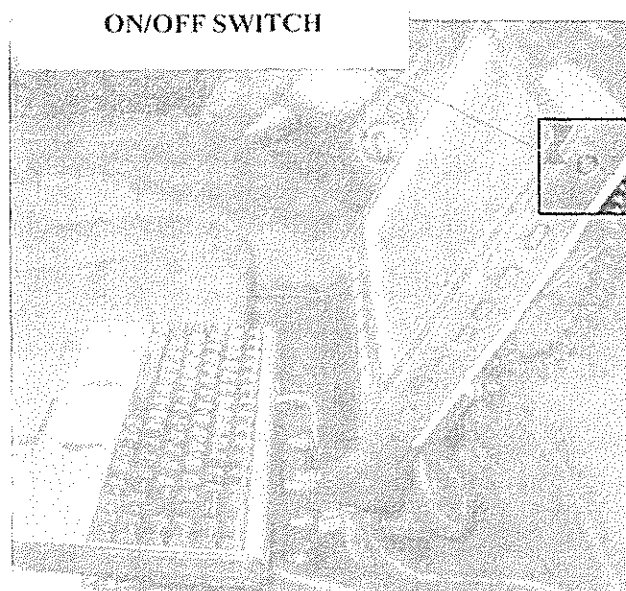


The Crown Victoria's outfitted with the Motorola/PIPs ALPR system differ from the standard CPD vehicle. These cars utilize a different in car computer called an MW800. Through this computer officers will be able to utilize not only ALPR functionality but PCAD and I-Clear access as well.

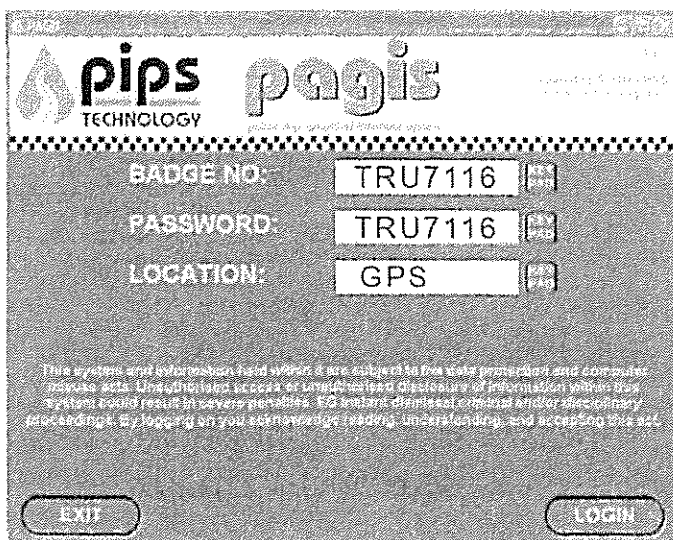


When starting your tour of duty you must first turn on the MW800. The ON/OFF switch is located on the upper right-hand side of the monitor. Depress this button to activate.

Once you have turned the MW800 on it will take about four minutes for the ALPR software PAGIS and the Mobile Web Toolbar to load.



Logging In



piPS **pagis**
TECHNOLOGY

BADGE NO: TRU7116 OK

PASSWORD: TRU7116 OK

LOCATION: GPS OK

This system and information held within it are subject to the data protection and computer misuse acts. Unauthorized access or unauthorized disclosure of information within this system could result in severe penalties. It is your duty to ensure that you are fully aware of the consequences of any unauthorized access or disclosure of information. By logging on you acknowledge reading, understanding, and accepting this act.

EXIT LOGIN

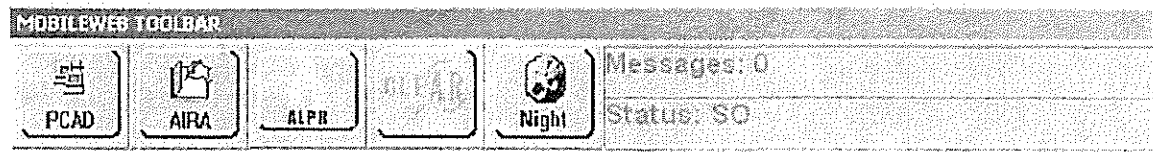
The PAGIS ALPR software will initially show a login screen. There is no need to enter any data here. The system will automatically log the officer into the PAGIS software.

Once the Mobile Web Toolbar has completely loaded officers can now log into the PCAD system.



How to “toggle” between applications.

By using the Mobile Web Toolbar on your screen you can “toggle/switch” from one application to another.



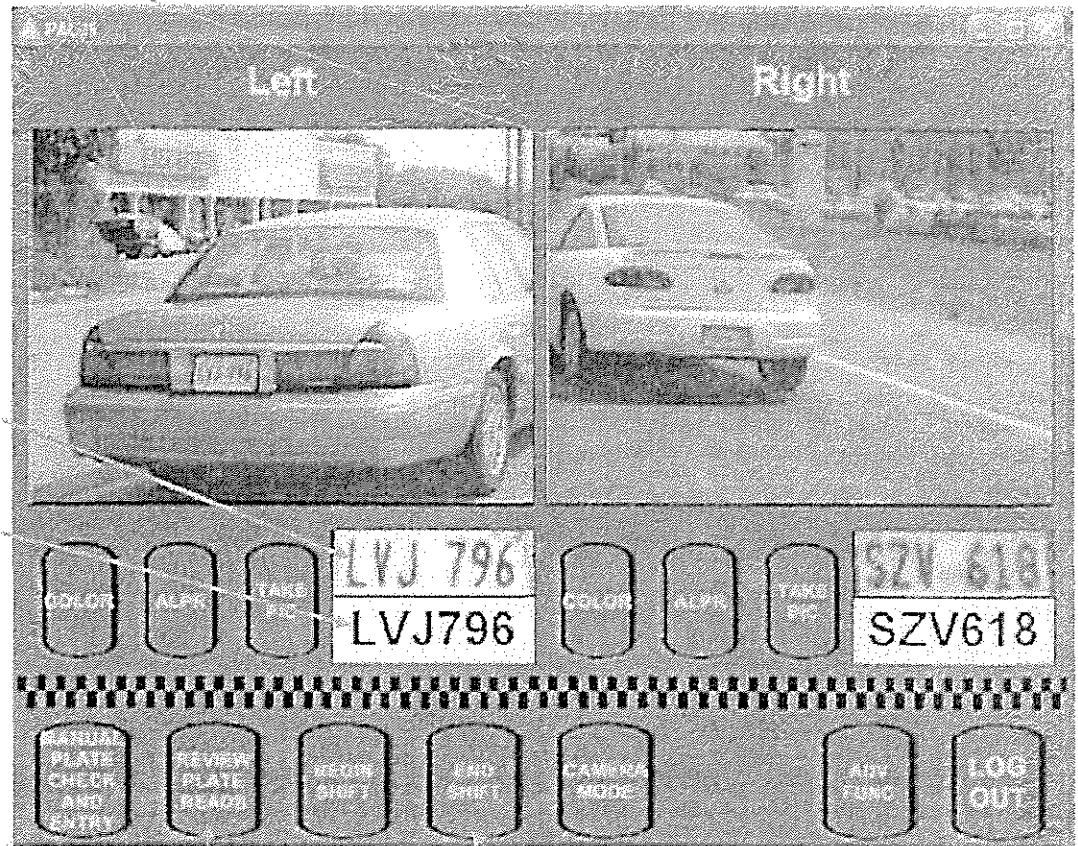
- PCAD - Takes user to PCAD screens
- AIRA - Disabled in ALPR Vehicles
- ALPR - Switches to ALPR Live Screen
- CLEAR - Switches to I-Clear Homepage
- Night/Day - Toggles the toolbar between night and day modes

Understanding the ALPR Live Screen

Live Camera Image

The top image displays a captured image from the camera of the cars license plate.

The lower image is what the ALPR software interprets as the plate number.

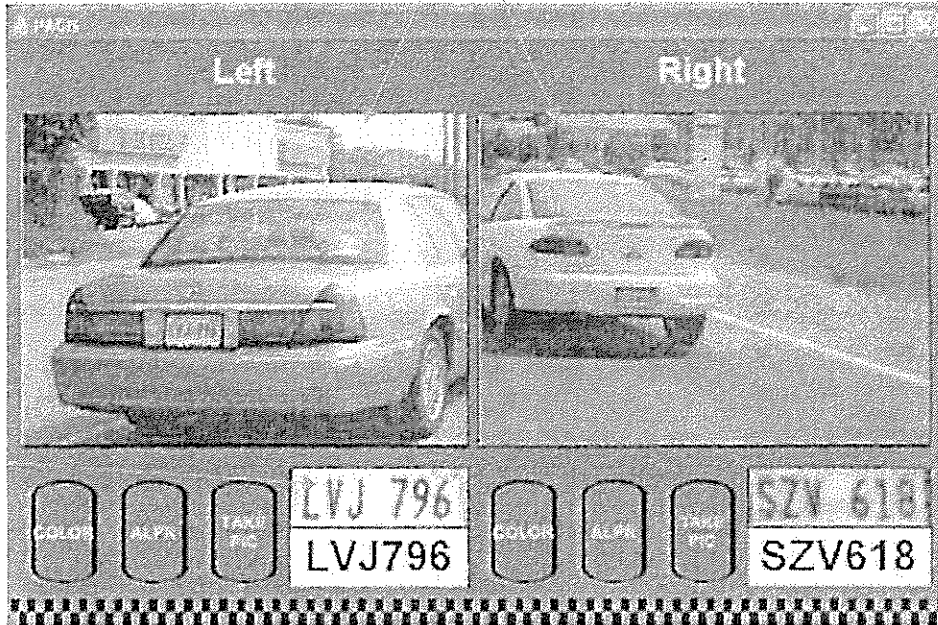


If officers want to manually enter a license plate to check its status you would click this button. It will take you to another screen.

This button will allow you to view a page that shows the running total of plate-read and hits.

"END SHIFT" is the button to press at the end of your tour of duty.

Live Image



When in operation the "Live Image" will change each time a plate is captured. This area will display a color image of the vehicle whose plate was capture.

With each capture and "Live Image" change the plate read images will also change.

- The top plate image is an actual close-up of the license plate
- The lower image is what the ALPR software has interpreted the license image to be.

ALPR "Hits"

If the ALPR system comes open a "Hit" this is the screen that will show. The "Hit" screen will display on top regardless if you are in PCAD, I-Clear, or other applications. An audio alert will also be triggered to notify the officers.

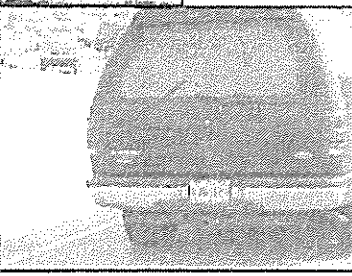
Captured image of license plate

ALPR software interpretation.

These fields will populate with specific demographics on the vehicle.

NCIC or LEADS hit
Plate Number
Vehicle Color
Vehicle Make
Vehicle Model
Action to be taken
Reason for "Hit"

Indicates which camera captured the "hit"

Left	5/3/2006 11:32:45 AM	NCIC	1 / 1
ADD INTEL	NJG 629 NJG629	NJG629	PREV DB
	Black	Ford	NEXT DB
	Explorer	STOP	MISC READ
	Murder		PAGE DOWN
	: Wanted in association with a murder occurring on May 1. 2006		
PAGE UP			
ESC PREV NEXT SEARCH			

If the ALPR software interpretation of the license plate does not match the actual plate image then you have a "misread". Click this button and it will take you back to the Live Screen.

Comments box will give a short narrative or description regarding the vehicle/plate in question.

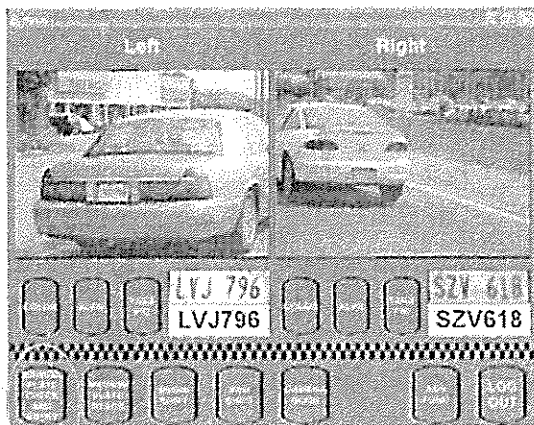
Once you have completed any investigation or traffic stop related to the "hit" you can press the "ESC" button.

This will take you back to the Live Screen

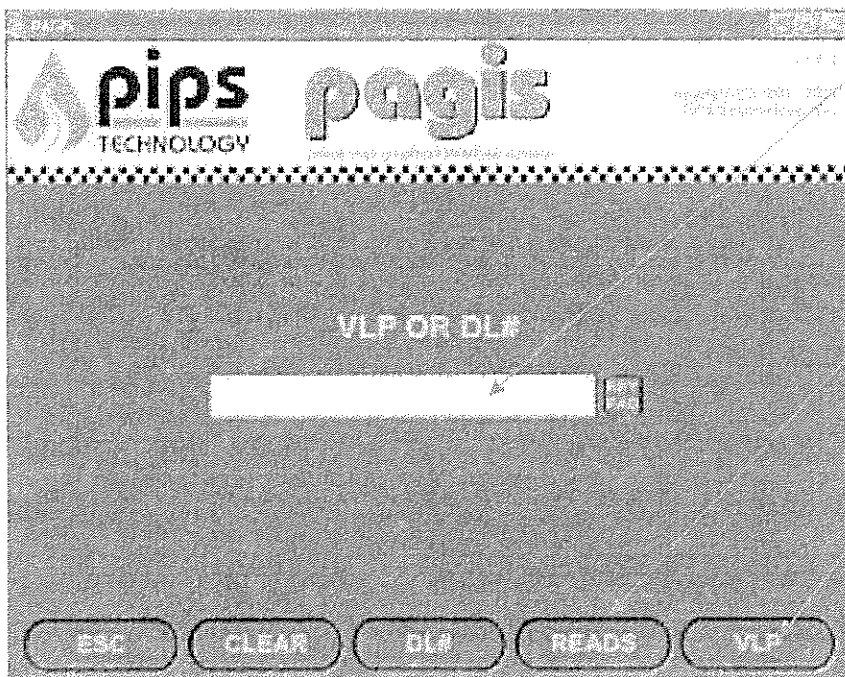
Manually Searching a Plate

On the Live Screen page of the ALPR software you can choose to manually enter a license plate to search if it is a "hit".

Click the button titled "Manual Plate Check and Entry" to initiate a manual license plate check.



Manual Search Screen



1. Enter a License Plate Number in the text field.

2. After you have entered a Plate Number you can do one of the following.

- Hit the "READS" button to see if during your tour you have previously scanned that plate
- Hit the "VLP" button to search if the plate in question is a "Hit" on one of the database.

3. You will either get a message "NO PLATE FOUND" or you the plate will be a "Hit". In this case you will be taken to "Hit Screen" shown in the previous page.