



SAN JOSE POLICE DEPARTMENT

TRAINING BULLETIN

TO: ALL DEPARTMENT PERSONNEL

FROM: Anthony Mata
Chief of Police

**SUBJECT: UPDATE TO VIDEO EVIDENCE
COLLECTION EVENTS**

DATE: December 23, 2021

Bulletin# 2021-027

On December 23, 2020, the Department issued Training Bulletin #2020-022 PENDING VIDEO EVIDENCE COLLECTION EVENT. This bulletin addressed when an incident occurs and officers discover the presence of surveillance cameras with potential video evidence, but the footage cannot be immediately collected. The Communications Division created the type code "EVIDENCE" in the CAD system and procedures were developed to ensure this video evidence was later collected. Upon review, some clarifications are necessary for efficient evidence collection:

- When available, the video collection task will be assigned to a CSO. However, in the event CSOs are unavailable for an extended period of time (typically more than one shift) or are not working, patrol officers will be responsible for the evidence collection.
- Patrol supervisors should monitor the events to ensure the evidence is collected in a timely manner and any coordination with the Bureau of Investigations is completed.
- EVIDENCE events are not designed to direct CSOs or officers to conduct a canvass. They are for evidence collection at a specific location with surveillance cameras that may have potential video evidence. The canvass should be completed by the units responding to the event, then the EVIDENCE event may be created to collect video footage at a later time if it is inaccessible at the time of the event.

A handwritten signature in black ink, appearing to read "A. Mata".

Anthony Mata
Chief of Police

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