



Policy Revision Request

Requestor Name Knouse (for Halo/RTCC) Emp # 5931

This revision applies to Existing Policy 02-12-25

If new, recommended section _____

This revision is necessary to comply with Best Practices

Whom does this revision affect? Department

This revision has an unbudgeted financial impact of \$ 0

Brief reason for the revision:

HALO footage is currently retained for 14 days. This policy update aims to align policy with practice.

Document the changes or additions to the policy below. Please include the specific policy number. **Red strikethroughs** are used for deletions and **blue underlined** for text insertions. Please email completed forms to APDPolicy@austintexas.gov. Use this email for any related questions or issues for policy.

616 Public Safety Camera System

616.5 RETENTION

Retention of images recorded by the safety cameras shall be done in accordance with ~~City, State and Department General Orders~~ City Ordinance, State Law, and Department General Orders. Such retention shall be no longer than ~~10~~ 14 days.

Reviewed by Policy Vetting Committee on 2-13-25 Reviewed by City Legal ☒

Reviewed by Policy Review Committee on 3-6-25 Reviewed by OPO ☐

Reviewed by Executive Staff on _____

☐ Pillar Policy – Additional Training Assigned to ☐ Sworn ☐ Civilian ☐ Both

☐ Approved ☐ Not Approved ☐ Approved with Notations/Revisions

Comments: _____

Chief's Signature _____

Date _____