

Policy Number: 2022-001

Effective Date: 02/21/2022

Last Review Date: _____

Waterloo Vol Fire Department Standard Operating Guidelines

HELMET AND DASH CAMERAS

Purpose: To manage photographs and videos taken via Helmet camera by members of the Waterloo Fire Department.

Scope: To assure professionalism and the privacy rights of the department personnel, patients, fire victims, and the public that the department serves.

Definition: Helmet Camera- Any camera, department issued or owned by an individual member, mounted to a helmet for the purpose of recording or taking pictures of an emergency or non-emergency scene while representing the Waterloo Fire Department.

Procedure:

1. Any Member of the Waterloo Fire Department wishing to use a helmet camera will submit in writing to the Fire Chief, a request to use a helmet camera.
1. No camera shall affect the function, safety and/or integrity of the helmet.
2. All photographs and video obtained by a helmet camera are the sole property of the Waterloo Fire Department and may be used at the discretion of the department as deemed fit.
3. Any photo or video that is recorded by a helmet camera will be immediately emailed to a designated department email address for review by the Fire Chief or his designee.
4. No photo or video will be released to the public, i.e. Facebook, Instagram, YouTube or any other form of social media until the Fire Chief or his designee has released said photograph or video.
5. Personal use of department issued helmet camera is strictly prohibited.
6. Any photo or video that contains identifiable patient information are covered by HIPPA Privacy Laws and must be protected.
Example: A Patient's face must be digitally blurred out.
7. Any violation of this policy will result in member's helmet camera privilege and other disciplinary action deemed fit by the Fire Chief or his designee

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