

AUTOMATED LICENSE PLATE READER (ALPR) DATA COLLECTION

INSTRUCTIONS

This form is to be completed by the law enforcement agency who owns, operates or is utilizing an ALPR system. Please complete all sections of this form and submit the final form to DART@vsp.virginia.gov.

Pursuant to §2.2-5517(I), the below data is to be reported to the Department of State Police by April 1st of each year. Additionally, this information will be published in an annual report that will be sent to the Governor, the General Assembly and the Virginia Crime Commission.

AGENCY INFORMATION

Agency Name	
Prepared by (Name)	
Title	
Email	
Date	

ALPR VENDOR INFORMATION

ALPR Vendor(s)				
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DATA COLLECTION

Please answer the below questions pursuant to §2.2-5517(I).

§2.2-5517(I)(1) – TOTAL CAMERAS

Please indicate the total number of cameras owned or leased by an agency as part of a system: _____

Note: This includes the number of cameras designed to be affixed inside or on a motor vehicle, permanently affixed adjacent to a highway, or temporarily affixed or placed adjacent to a highway for purposes of capturing system data.

§2.2-5517(I)(2) – DATABASE COMPARISON

Please write a list of all state and federal databases with which the system data was compared, unless the existence of any such database itself is not public:

Note: Contact your vendor to assist you with providing this information if unaware.

_____	_____
_____	_____
_____	_____

§2.2-5517(I)(3) PART 1 – TOTAL QUERIES

Please indicate the total number of times the system was queried: _____

Note: This number will be found by utilizing your audit trail data.

§2.2-5517(I)(8) – TOTAL UNAUTHORIZED USE/ACCESS

Please indicate the number of identified instances of unauthorized use of or access to the system: _____

No.	Nature and circumstances of incident
1	
2	
3	
4	
5	
6	
7	
8	

§2.2-5517(I)(3) PART 2 – SUBSECTION D PURPOSE BREAKDOWN

Please indicate in the chart below the total number of times the system was queried to include the specific purposes of the queries, as set forth in subsection D. **Queries deemed as “unauthorized use” should not be included in this count.**

Note: If your agency did not have any queries for a certain subsection, please indicate such by entering zero (0)

Subsection D Purpose	Count
Stolen Vehicle	
Stolen License Plate	
Missing Person	
Endangered Person	
Human Trafficking	
Outstanding Warrant-Wanted Person	
Other Criminal Investigation*	

§2.2-5517(I)(3) PART 3 – OTHER CRIMINAL INVESTIGATION* OFFENSE BREAKDOWN

Please indicate in the chart below the total number of times the system was queried to include the offense types for any criminal investigation.

Note: If your agency did not have any queries for a certain reason, please indicate such by entering zero (0). Additionally, please ensure that the below count totals the number provided in the ‘Other Criminal Investigation’ box in Part 2.*

Other Criminal Investigation* Reasons (NIBRS)	Count
Animal Cruelty	
Arson	
Assault Offenses	
Bribery	
Burglary/Breaking & Entering	
Counterfeiting/Forgery	
Destruction/Damage/Vandalism of Property	
Drug/Narcotic Offenses	
Embezzlement	
Extortion/Blackmail	
Fraud Offenses	
Gambling Offenses	
Homicide Offenses	
Human Trafficking	
Kidnapping/Abduction	
Larceny/Theft Offenses	
Motor Vehicle Theft	
Pornography/Obscene Material	
Prostitution Offenses	
Robbery	
Sex Offenses	
Stolen Property Offenses	
Weapon Law Violations	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	
Driving Under the Influence	
Family Offenses, Nonviolent	
Liquor Law Violations	
Trespass of Real Property	
All Other Offenses	
Criminal Traffic	

CODE OF VIRGINIA §2.2-5517(I)(4), §2.2-5517(I)(5), AND §2.2-5517(I)(6) WILL BE EXTRACTED FROM DATA COLLECTED THROUGH SUBMISSIONS TO THE COMMUNITY POLICING ACT AND INCIDENT-BASED REPORTING DATA COLLECTIONS MAINTAINED IN THE VIRGINIA CRIME REPOSITORY.

§2.2-5517(I)(4)

Data will be extracted and reported by the Data Analysis and Reporting Team, using your agency's Incident Based Reporting data

§2.2-5517(I)(5)

Data will be extracted and reported by the Data Analysis and Reporting Team, using your agency's Community Policing Act data.

§2.2-5517(I)(6)

Data will be extracted and reported by the Data Analysis and Reporting Team, using your agency's Community Policing Act data.

§2.2-5517(I)(7) – LAW ENFORCEMENT AGENCY DATA ACCESS

Please indicate whether your agency allows any other law-enforcement agencies to access system data (Yes/No): _____

If yes, please check each agency for which your agency allows access. *Note: Contact your vendor to assist you with providing this information if unaware.*

Abingdon PD	Blue Ridge Community College Campus PD	Carroll County SO	
Accomack County SO	Bluefield PD	Cedar Bluff PD	
Albemarle County PD	Boones Mill PD	Central Virginia Community College Police	
Albemarle County SO	Botetourt County SO	Charles City County SO	
Alberta PD	Bowling Green PD	Charlotte County SO	
Alcoholic Beverage Control Authority	Boydton PD	Charlottesville Albemarle Airport PD	
Alexandria City SO	Boykins PD	Charlottesville PD	
Alexandria PD	Branchville PD	Charlottesville City SO	
Alleghany County SO	Bridgewater Airpark PD	Chase City PD	
Altavista PD	Bridgewater College PD	Chatham PD	
Amelia County SO	Bridgewater PD	Chesapeake Bay Bridge-Tunnel PD	
Amherst County SO	Bristol City SO	Chesapeake PD	
Amherst PD	Bristol PD	Chesapeake City SO	
Appomattox County SO	Broadway PD	Chesterfield County PD	
Aquia Harbour PD	Brodnax PD	Chesterfield County SO	
Arlington County PD	Brookneal PD	Chilhowie PD	
Arlington County SO	Brunswick County SO	Chincoteague PD	
Ashland PD	Buchanan County SO	Christiansburg PD	
Augusta County SO	Buckingham County SO	Christopher Newport University PD	
Bath County SO	Buena Vista City SO	Clarke County SO	
Bedford County SO	Buena Vista PD	Clarksville PD	
Bedford PD	Burkeville PD	Clifton Forge PD	
Berryville PD	BWXT PD	Clintwood PD	
Big Stone Gap PD	Campbell County SO	Coeburn PD	
Blacksburg PD	Cape Charles PD	Colonial Beach PD	
Blackstone PD	Carilion Health System PD	Colonial Heights PD	
Bland County SO	Caroline County SO	Colonial Heights City SO	

Courtland PD	Gate City PD	Kingsmill PD
Covington PD	George Mason University PD	La Crosse PD
Craig County SO	Germanna Community College PD	Lake Monticello PD
Craigsville PD	Giles County SO	Lancaster County SO
Crewe PD	Glade Spring PD	Laurel Ridge Community College PD
CSX Transportation Police	Glasgow PD	Lawrenceville PD
Culpeper PD	Gloucester County SO	Lebanon PD
Culpeper County SO	Goochland County SO	Lee County SO
Cumberland County SO	Gordonsville PD	Leesburg PD
Damascus PD	Grayson County SO	Lexington PD
Danville PD	Greene County SO	Liberty University PD
Danville City SO	Greensville County SO	Longwood University PD
Dayton PD	Gretna PD	Loudoun County SO
DMV Law Enforcement	Grottoes PD	Louisa PD
Dickenson County SO	Grundy PD	Louisa County SO
Dillwyn PD	Halifax County SO	Lunenburg County SO
Dinwiddie County SO	Halifax PD	Luray PD
Division of Capitol Police	Hampden-Sydney College PD	Lynchburg PD
Drakes Branch PD	Hampton City SO	Lynchburg City SO
Dublin PD	Hampton Police Division	Lynchburg Regional Airport PD
Dumfries PD	Hampton University PD	Madison County SO
Eastern Shore Community College PD	Hanover County SO	Manassas Park PD
Eastville PD	Harrisonburg PD	Manassas PD
Elkton PD	Haymarket PD	Marion PD
Emporia City SO	Haysi PD	Martinsville City SO
Emporia PD	Henrico County Police Division	Martinsville PD
Essex County SO	Henrico County SO	Mathews County SO
Exmore PD	Henry County SO	McKenney PD
Fairfax City PD	Herndon PD	Mecklenburg County SO
Fairfax County PD	Highland County SO	Metro Washington Airports Authority PD
Fairfax County SO	Hillsville PD	Middleburg PD
Falls Church City SO	Hopewell City SO	Middlesex County SO
Falls Church PD	Hopewell PD	Middletown PD
Farmville PD	Hurt PD	Montgomery County SO
Fauquier County Fire Marshals Office	Independence PD	Mount Jackson PD
Fauquier County SO	Isle Of Wight County SO	Mountain Empire Community College PD
Ferrum College PD	J. Sargeant Reynolds Community College PD	Narrows PD
Floyd County SO	James City County PD	Nelson County SO
Fluvanna County SO	James Madison University PD	New Kent County SO
Franklin County SO	Jonesville PD	New Market PD
Franklin PD	Kenbridge PD	Newport News PD
Frederick County SO	Kilmarnock PD	Newport News City SO
Fredericksburg City SO	King And Queen County SO	Newport News/Williamsburg Int'l Airport PD
Fredericksburg PD	King George County SO	Norfolk Airport Authority PD
Front Royal PD	King William County SO	Norfolk PD
Galax PD	Kings Dominion PD	Norfolk City SO

Norfolk Southern PD	Remington PD	Tappahannock PD
Norfolk State University PD	Rich Creek PD	Tazewell PD
Northampton County SO	Richard Bland College PD	Tazewell County SO
Northern Virginia Community College PD	Richlands PD	Timberville PD
Northumberland County SO	Richmond PD	University Of Mary Washington PD
Norton City SO	Richmond City SO	UVA's College At Wise PD
Norton PD	Richmond County SO	VCU PD
Nottoway County SO	Richmond International Airport PD	Victoria PD
Occoquan PD	Roanoke City PD	Vienna PD
Old Dominion University PD	Roanoke City SO	Vinton PD
Onancock PD	Roanoke College Campus Safety	Virginia Beach PD
Onley PD	Roanoke County PD	Virginia Beach City SO
Orange PD	Roanoke County SO	Virginia Department of Conservation and Recreation
Orange County SO	Roanoke-Blacksburg Regional Airport	Virginia Department of Corrections
Page County SO	Rockbridge County SO	Virginia Department of Wildlife Resources
Parksley PD	Rockingham County SO	Virginia Department of Juvenile Justice
Patrick & Henry Community College PD	Rocky Mount PD	Virginia Highlands Community College PD
Patrick County SO	Rural Retreat PD	Virginia Lottery Department
Pearisburg PD	Russell County SO	Virginia Marine PD
Pembroke PD	Salem PD	Virginia Office of the Attorney General
Pennington Gap PD	Salem City SO	Virginia Office of the Inspector General
Petersburg Bureau Of Police	Saltville PD	Virginia Peninsula Community College PD
Petersburg City SO	Scott County SO	Virginia Port Authority
Piedmont Virginia Community College PD	Scottsville PD	Virginia School Deaf & Blind Campus PD
Pittsylvania County SO	Shenandoah PD	Virginia State Police
Pocahontas PD	Shenandoah County SO	Virginia State University PD
Poquoson PD	Smithfield PD	Virginia Tech PD
Portsmouth PD	Smyth County SO	Virginia Union University PD
Portsmouth City SO	South Boston PD	Virginia Western Community College PD
Pound PD	South Hill PD	VMI PD
Powhatan County SO	Southampton County SO	Warren County SO
Prince Edward County SO	Southside Virginia Community College PD	Warrenton PD
Prince George County PD	Southwestern Virginia Mental Health Institute	Warsaw PD
Prince George County SO	Spotsylvania County SO	Washington County SO
Prince William County PD	St. Paul PD	Washington Metro Area Transit PD
Prince William County SO	Stafford County SO	Waynesboro PD
Pulaski PD	Stanley PD	Waynesboro City SO
Pulaski County SO	Staunton PD	Weber City PD
Purcellville PD	Staunton City SO	West Point PD
Quantico PD	Stephens City PD	Westmoreland County SO
Radford City PD	Strasburg PD	White Stone PD
Radford City SO	Suffolk PD	William and Mary PD
Radford University PD	Suffolk City SO	Williamsburg PD
Rappahannock County SO	Surry County SO	Williamsburg-James City County SO
Regent University PD	Sussex County SO	Winchester PD

Winchester City SO		Wytheville PD		
Windsor PD		York - Poquoson SO		
Wintergreen PD				
Wise PD				
Wise County SO				
Woodstock PD				
Wythe County SO				
Wytheville Community College PD				

§2.2-5517(1)(9) – DATA REQUESTS

Please indicate the number of subpoena duces tecum, search warrants, and any other requests received from a third party for system data or audit trail data: _____

Include the identity of the entity that requested the issuance of such subpoena duces tecum, executed such search warrant, or requested such data, and whether any data was provided to such entity, unless disclosure of such subpoena duces tecum, search warrant, or request is otherwise prohibited by law.

Identity of Requestor	Data Provided (YES/NO)

UPON COMPLETION OF THIS FORM, PLEASE SUBMIT TO DART@VSP.VIRGINIA.GOV

If you have any questions or concerns while completing the form, feel free to reach out to DART@vsp.virginia.gov or VSPLPR@vsp.virginia.gov.