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**Wheaton Police Department – Supervisory BWC Review Process**

In FY 2023, The Police Department had 70 officers. All of which were equipped with body worn cameras (BWCs). All police department supervisors across all three divisions: Administration, Operations, and Support were responsible with the following supervisory responsibilities:

* Supervisors ensured all officers under their purview were equipped with BWCs and utilizing them in accordance with the law, department policy, and training.
* When a supervisor became aware that a recorded incident pertained to a critical incident, the supervisor reviewed only those recordings necessary and relevant to their investigative scope, forwarding the information via the chain of command when appropriate.
* Every (28 day) deployment period, supervisors randomly reviewed at least 1 BWC recording from each officer pertaining to the supervisor’s direct area of responsibility to ensure that the equipment was operating properly and that officers were using the cameras appropriately and in accordance with the Wheaton Police Department’s policy and training.
	+ The selection of BWC recordings were conducted in an impartial manner that promoted an equitable review of recordings from all officers under each individual supervisor’s chain of command.
	+ All Wheaton Supervisors document their review using the BWC Supervisory Audit form in our cloud-based SharePoint system.
	+ When applicable, Wheaton Police Department supervisors identified any areas in which additional training or guidance was required and subsequently addressed each circumstance accordingly.
	+ Supervisors did not review recordings for the sole purpose of searching for violations of department policy or law, not related to a specific complaint or incident.
	+ BWC recordings were not used to prepare performance evaluations unless the footage was used for the purposes of correcting substandard employee performance that was brought to the supervisor’s attention or highlighting commendatory performance of an officer.
	+ BWC Recordings were not reviewed indiscriminately for disciplinary purposes.

[See **Appendix D** for the 2023 supervisory BWC audit compliance documentation]