

# DRAFT

## MTS Taxicab Administration Digital Security Camera Systems

### MTDB Ordinance No.11 Section 2.3 Equipment and Specifications

(g) Each taxicab shall be equipped with an operable security camera system and an optional partition/safety shield approved by the CEO.

(h) Each security camera system installed in vehicle must meet or exceed the minimum standards established in this section.

#### (1) Technical Specifications

- a) Record video with audio and still images from inside of the taxicab.
- b) Record video and still images of outside of the taxicab.
- c) The camera's field of view must include the full face of all occupants seated in the passenger seats and facing forward.
- d) A full facial image of the driver is required.
- e) The camera head housing and brackets must be tamper-resistant and installed securely on top or to the right side of the rear view mirror, without obstructing driver visibility through the front windshield.
- f) The security camera system must be connected to the vehicle battery, and the fuse for the connection must be concealed in a tamper-resistant housing.
- g) Images must be recorded and stored in a unit separate from the camera head.
- h) The camera housing mounting brackets must be designed to prevent any adjustment of camera aim except by certified installers using special tools.
- i) The recording unit housing and installation brackets must use tamper-resistant fasteners.
- j) The recording unit and all cables must be concealed from view and fastened securely with tamper-resistant hardware.
- k) A download port must be installed inside the glove box both for plug in access to images by police using viewing software and for system test by the installer or vehicle inspectors using installer or inspector software, respectively.
- l) Alternatively, the download cable with USB connection may be run to the interior of the trunk, protected from damage and weather, and clearly identified.
- m) All electrical connections and wiring must be protected from spikes and dips in vehicle voltage.
- n) The security camera system must provide a visual indication of system status that is located on the lower left portion of the dashboard and is visible to the driver and to law enforcement personnel inspecting the vehicle from outside of the driver door.
- o) The security camera system and the components must be sufficiently shock-resistant to withstand typical vehicle movement and collisions.
- p) Images must be stored on a removable or non-removable compact memory card.
- q) Memory type and size shall be minimum 4 gigabyte (GB), industrial grade.

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- r) The format for image files must be JPEG or convertible to JPEG.
  - s) A minimum image resolution of 720X576.
  - t) The camera must have connection ports for a minimum of two (2) cameras.
  - u) If the security camera system has a physical port for secure image retrieval, the port must be located on the right side of the dashboard or in the trunk, installed inconspicuously, and accessible to law enforcement personnel.

(2) Images

- a) The camera must record, export, and produce in playback, sharp, undistorted images that maintain accurate aspect ratios consistent with the original recording and are reliable for the identification and prosecution of suspects or other occupants seated in any position inside the taxicab under all lighting conditions from darkness (no light in the visible spectrum) through the bright sunlight, which includes darkness with a strong external light source illuminating the taxicab (i.e., headlights from an approaching vehicle).
- b) Infrared LED lighting shall be provided for conditions darkness and/or back lighting.
- c) Printed information identifying the time and date, taxicab company name (doing business as), medallion number, *Vehicle Identification Number (VIN)*, trigger source, and recording unit serial number associated with each recorded image shall either be printed on the image, without obscuring the view of occupants or encrypted within the image file.
- d) Image information must be clearly visible on any image that are printed or exported to external media.
- e) Image capacity of the storage standard shall be approximately 8,000 still images.
- f) Images must be recorded in sequence and the oldest images shall be automatically overwritten first.
- g) Images recorded pursuant to activation pursuant to activation of an emergency switch shall be retained for at least 72 hours after activation.
- h) The system must have an export method proportionate to the storage capacity and be able to export images to a removable storage-standard, with time and date integral to the relevant picture.

(3) Triggers

- a) The following are the minimum required triggers for camera image sequences:
  - 1) Opening or closing of any door
  - 2) Activation of the taximeter
  - 3) The driver emergency switch
  - 4) For systems using continuous operation of image monitoring and collection, the insertion of the key into ignition of the vehicle engine.
- b) The driver emergency switch shall override all other image sequences.

c) The driver emergency switch and camera system status indicator light(s) shall be installed visible to the driver only, unless the camera is in continuous operation starting from the ignition of the vehicle engine.

d) If the safety camera system uses video technology capable of continuous collection of images, this system is activated at the moment the vehicle ignition is keyed. For that system, it is appropriate for the trigger specification to be different from camera systems that can be activated by a driver emergency switch, door opening/closing or activation of the taximeter.

(4) Image Recordings/Trigger Timing Sequence

a) For each of the required triggers, or trigger sequences, the taxi camera must be programmed to record the following minimum number of images at the minimum rate for the minimum sequence duration:

- 1) Doors - 1 image every 5 seconds for 60 seconds then 1 image every 60 seconds for the next 5 minutes.
- 2) Taximeter - 1 image every 5 seconds for 60 seconds then 1 image every 60 seconds for the next 5 minutes then 1 image every 5 minutes while the vehicle ignition is on.
- 3) Emergency Switch - 1 image every second for 60 seconds each time switch is activated.

(5) Image Retention

a) Demonstrate that the system can retain an image for at least 15 full days after being recorded before being overwritten by new images. Demonstrate that this requirement can be met under normal operating circumstances, taking into account:

- 1) Average number taxicab trips and average trip duration per 24-hour period per vehicle.
- 2) The timing and frequency of the captured images.
- 3) For "emergency call button" or "g-force" images being saved on the memory card.

(6) Software

a) All approved taxicab security camera systems must include software that allows for varying levels of access to camera images and data as set forth in this section.

- 1) Installer software or any reliable means for accessing and monitoring images shall be distributed by the security camera manufacturer to its authorized installers only.
- 2) Installer software will allow one test image to be produced and demonstrate that the camera system is operational, the triggers operate properly, the test image is of the quality required, information associated with the image is accurate, and the camera lens is properly focused and aimed.

- 3) Installers must not be able to view or erase images.
- 4) Inspector Software or any reliable means for accessing and monitoring images shall be provided for use by MTS vehicle inspectors.
- 5) Two copies of Inspector Software and all applicable licenses, with upgrades as they become available, shall be provided at no cost to MTS Taxicab Administration.
- 6) Inspector Software will not allow adjustments to be made but shall produce one test image and demonstrate that the camera system is operational, the triggers operate properly, the test image is of the quality required, information associated with the image is accurate, and that the camera lens is properly focused and aimed.
- 7) Vehicle Inspectors must not be able to view or erase images.
- 8) Viewing Software or any reliable means for accessing and monitoring images and all applicable licenses, with upgrades as they become available, shall be distributed to Taxicab Administration and/or San Diego Police Department, or similar law-enforcement agency.
- 9) Viewing Software shall provide sharp, undistorted, original images that are reliable for the identification and prosecution of suspects or other occupants seated in any position inside the taxicab under all lighting conditions.
- 10) Viewing Software shall be proprietary software and must be password protected or require a hardware key.
- 11) Viewing Software should include a feature so that authorized third party entities such as prosecutor or defense counsel may view proprietary files without the ability to alter images in any way.
- 12) Images must not be accessible using wireless technology.
- 13) Upon review, the Taxicab Administration shall accept any reliable alternative means for accessing and monitoring images involving technology independent of software capabilities that meet the criteria and requirements of this section.

(7) Installation

- a) Installation of taxicab security camera systems shall be done by the manufacturer or persons certified by the manufacturer as having been trained on proper installation procedures.
- b) The installer shall completely follow all manufacturer instructions for installing the security camera system.
- c) The installer shall produce a test image with the following information: (1) date and time, (2) taxicab company name and medallion number (3) *Vehicle Identification Number* (4) trigger source; and (5) recording unit serial number.
- d) The installer must complete a Camera Installation Report, in the form specified by Taxicab Administration, which describes the details of the installation and any maintenance or repair work performed.

(8) Testing

a) *Installer.* A test image and a Camera Installation Report are required every time an installer performs installation, maintenance, replacement or repairs on a camera system or when the vehicle changes ownership, company name, or medallion number.

b) The test image and Camera Installation Report must be submitted to Taxicab Administration by the installer immediately following the installation, maintenance, replacement or repair work, or operational changes and kept on file with Taxicab Administration for as long as the security camera system is installed in the taxicab.

c) *Taxicab Administration.* The MTS Vehicle Inspectors shall test the security camera systems at least annually, using the Inspector Software or alternative technology as appropriate.

d) *Drivers.* Taxicab drivers must verify that the security camera system is operating properly by checking the status indicator light before the start of each shift.

1) In the event the camera's status indicator light is illuminated, the taxicab operator is prohibited from operating a vehicle unless the security camera system is determined to be operating properly.

2) In the event that the security camera system is determined not to be functioning properly, the vehicle will be removed from service until the security camera system is repaired.

3) The permit holder and/or driver have three days (72 hours) to secure the necessary repairs and restore the camera unit to working order.

e) Camera systems using continuous monitoring technology must have an indicator light demonstrating that the system is in operation any time the vehicle engine is running.

f) Exceptions may be granted by the CEO on a case-by-case basis.

#### (9) Signage

a) Decals shall be affixed on the right and left rear passenger door windows of the vehicle and at least one Notice displayed in the interior of the taxicab to advise passengers that a digital security camera system is in operation.

b) The passenger door decal shall be placed in either the top one third of the window, so that they are still visible when the rear windows goes two-thirds the way down or in the space that is provided in some vehicles directly behind the passenger's window. This is a window that is in a fixed position and cannot be lowered.

c) The decal shall be placed in the lowest possible point here, so that the passenger has an opportunity to see the decal before they enter the vehicle.

d) The decals must be printed with double-sided message for interior and exterior visibility.

e) The Notice(s) shall be securely affixed within the interior of the vehicle so as to be visible to forward-facing passengers seated in the rear compartment.

f) The decals and Notice(s) shall read "THIS VEHICLE IS UNDER VIDEO AND AUDIO SURVEILLANCE." Equivalent wording or symbols may be approved by the CEO.

g) Lettering shall be all uppercase and typeset in Univers 20 font or larger.

h) No other wording shall be displayed without approval of the CEO.

#### (10) Confidentiality Of Internal Images/Protection Of Evidence

a) Any and all images from taxicab security cameras, except test images acquired during the installation or inspection process, that capture any portion of the interior environment of a taxicab and any occupants, including driver and/or passengers, are confidential and shall be downloaded, viewed, distributed, and otherwise accessed only by law enforcement, and taxi regulatory, and legitimate management purposes, respectively. A legitimate management purpose is defined as one or more of the following only: investigations of traffic accident/collisions; investigations of any claims of injuries; investigations of passenger complaints of driver misconduct; legal defense; or the documentation of incidents in which the driver may have made potentially unsafe sudden stops, accelerations or turns. Under no circumstances shall any internal taxicab security camera image be downloaded, viewed, distributed, or otherwise accessed for financial or monetary gain or in any manner or for whatever purpose inconsistent with the conditions set forth above.

b) When a crime is committed, the San Diego Police Department, or other authorized law enforcement agency, will download the images from the recording unit either by: (1) removing the memory card and replacing a new memory card in the recording unit; (2) removing the recording unit; or (3) downloading the image using the viewing software. Taxicab Administration shall keep possession of replacement memory cards and issued upon request of the permit holder.

c) Law enforcement authorities will expedite the evidence gathering process as much as reasonably possible to ensure that the driver and vehicle may continue to engage in business as soon as practicable; provided, however, that the amount of time involved in gathering evidence will be decided on a case-by-case basis by law enforcement authorities, depending on the nature of the crime.