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How do I request video evidence for court proceedings

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As the body camera video phenomenon has taken over the nation, courts now rely heavily on it to decide cases. While a good testimony is always key, sometimes the ability to show the crime committed or the demeanor of the suspect can be very swaying. Our department has acquired two video evidence tablets that are now available to members of the Code Compliance department. The purpose of these tablets will be to share video evidence with the defendant and judge during your court trial. In most instances you may request footage needed for your court case, whether it be BCR, CCTV, or Trolley vehicle footage, and I will prepare the videos and load them onto the tablet. Keep in consideration that if a video was not properly tagged/saved at or near the time of the incident, then most likely the video will not be available. The tablets will be checked-out through my office or given to your supervisor, depending on the time/day the evidence will be needed.

When should I make a request?

Requests should be made as soon as you first receive the subpoena and at least three business days before the evidence is needed.

What information do I need when making a request?

- BCR Case number
- Citation number or Event number
- Date of the trial

- Time of the trial
- Location of incident
- What type of crime is the video being requested
- What type of footage is being requested BCR, Station, or LRV footage

How do I make a request?

All request should be submitted via email to Brian.mckeever@sdmts.com

Please use the following template:

BCR Case Number:

Citation or event number:

Date of Trial:

Time of Trial:

Location of Incident:

Crime:

Type of footage needed:

Where will I find the evidence for my case on the tablet?

I will place a folder with your name on the start screen that will contain all of the video evidence files requested.

How do I log into the Tablet?

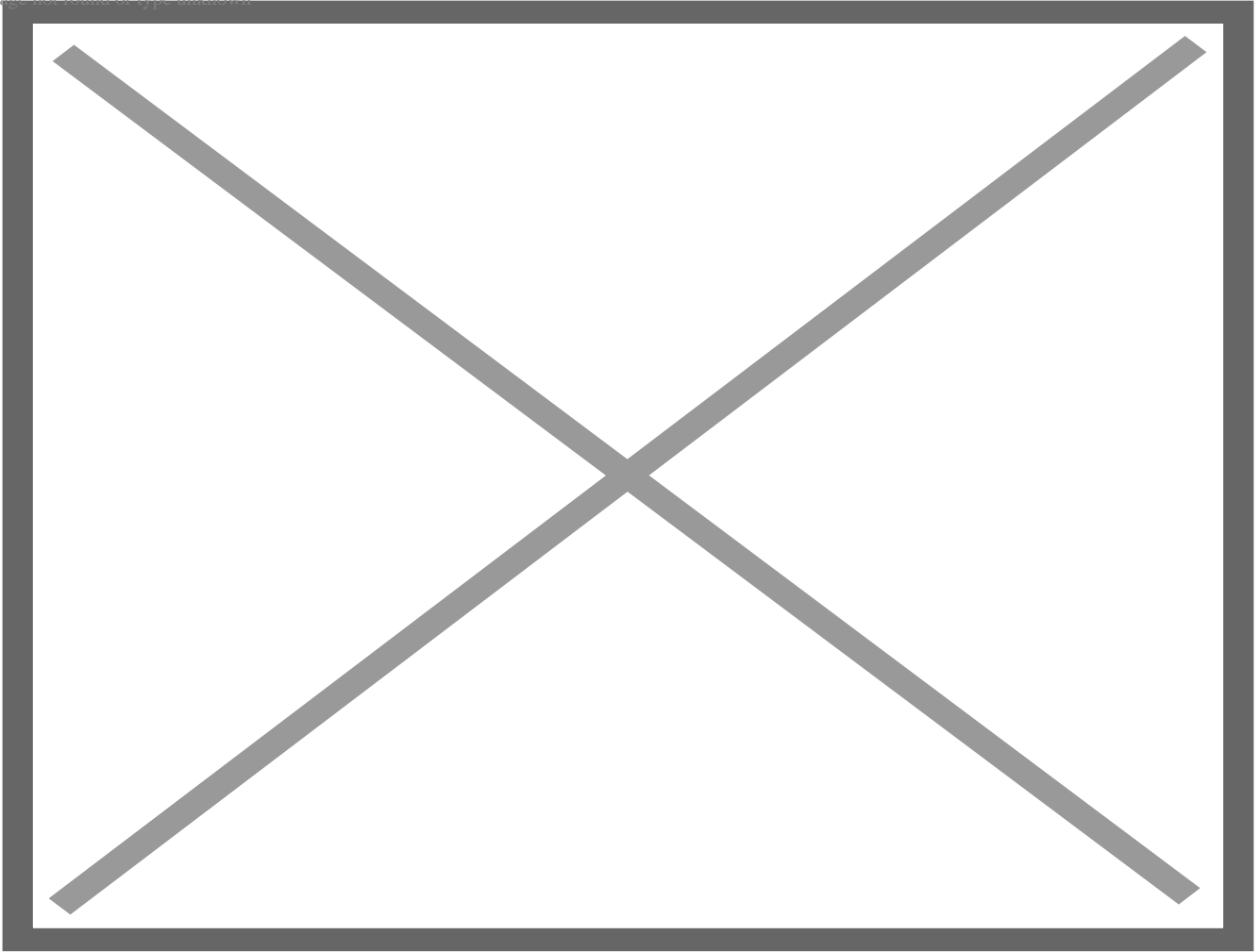
User name: tssreports

Password: reports

Things to remember:

- The tablets should be handled with great care and always transported using a protective case
- Always inspect the tablet when it is first received, If there is any damage discovered notify me immediately.
- If any damage is sustained while you are in possession of the tablet, notify me immediately.
- Make sure that the you receive the following items when checking out the tablet:
 - Tablet carrying case
 - Tablet and detachable keyboard
 - Power Cord and power adapter

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