

<b>FREWSBURG FIRE DISTRICT</b>  <b>OPERATIONAL POLICY</b>	Section <b>2</b>	GENERAL RULES	
	SUBJECT	RECORDING DEVICES	
	Policy <b>2-04</b>	PAGE 1 OF 1	DATE: 01-01-2023

## I. SCOPE

The scope of this policy covers all members at emergency incidents, drills, or training under the command of the Frewsburg Fire District and all members at any emergency incident, drill, or training.

## II. PURPOSE

The purpose of this policy is to regulate the use of cameras, camera phones, video and audio recording devices during emergency incidents, drills, and training. This policy will serve to prevent citizens from viewing or hearing painful or emotional video, audio recordings, or pictures of themselves or their loved ones. This will serve to promote a professional atmosphere and protect patient privacy under HIPAA.

## III. RESPONSIBILITY

It is the responsibility of all emergency responders at emergency incidents, drills, or training under the command of the Frewsburg Fire District and all members shall adhere to this policy.

## IV. PROCEDURE

1. The use of cameras, camera phones, video and audio recording devices are strictly prohibited.
2. The Fire Chief, Incident Commander, or designee may grant permission to use cameras, camera phones, video and audio recording devices at emergency incidents, drills, or training.
3. If permission is granted by the Fire Chief, Incident Commander, or designee to use cameras, camera phones, video, and audio recording devices, all recordings or pictures taken are considered to be the property of Frewsburg Fire District.
4. No pictures, video, or audio recordings are to be e-mailed, printed, disseminated, reproduced, or in any way transmitted to another person, entity, or agency without express permission from the Fire Chief. Any pictures, videos, or audio recordings taken without permission shall be confiscated.