

ILLINOIS STATE POLICE DIRECTIVE

ENF-051, AUTOMATED LICENSE PLATE READER (ALPR)

RESCINDS: ENF-051, 2023-041, revised 01-03-2023	REVISED: 02-26-2026 2026-011
RELATED DOCUMENTS: ADM-137, OPS-201, SRV-218, ROC-002	RELATED CALEA STANDARDS (6th Edition): 41.3.9

I. POLICY

The Illinois State Police (ISP) shall utilize Automated License Plate Reader (ALPR) systems to provide information and investigative resources to officers. The ISP will establish basic procedural guidelines and responsibilities of personnel accessing ALPR systems. The access and use of the ALPR systems and information shall be for law enforcement purposes only and in compliance with all applicable training, laws, and administrative rules.

II. AUTHORITY

II.A. 605 ILCS 140, "Expressway Camera Act"

II.B. 625 ILCS 5/2-130, "User of automated license plate readers; prohibitions"

III. DEFINITIONS

III.A. Alert – a visual and/or auditory notice that is triggered when the ALPR system receives a potential hit on a license plate.

III.B. Automated License Plate Reader (ALPR) – an electronic device that is mounted on a law enforcement vehicle or positioned in a stationary location, and that is capable of recording data on or taking a photograph of a vehicle or its license plate and comparing the collected data and photographs to existing law enforcement databases for investigative purposes. "ALPR" includes a device that is owned or operated by a person or an entity other than a law enforcement agency to the extent that data collected by the reader is shared with a law enforcement agency.

III.C. ALPR information – information gathered by an ALPR or created from the analysis of data generated by an ALPR.

III.D. ALPR system – multi-agency or vendor agreements that allow the sharing of ALPR information collected in Illinois.

III.E. ALPR user – a person or entity that owns or operates an ALPR device.

III.F. FlockOS – the cloud-based operating system that supports the Flock ALPR network. It manages the collection, processing, storage, and retrieval of vehicle-based data captured by Flock cameras.

III.G. Hit – a read matched to a license plate previously registered on the Department's hot list of vehicle plates or on the local hot list through the ALPR system added by a user.

III.H. Hot List – license plate numbers of stolen vehicles, wanted subjects, missing persons, AMBER alerts, suspended or revoked registration, or any other criteria. Hot list information can come from a variety of sources including, but not limited to the National Crime Information Center (NCIC), Law Enforcement Agencies Data System (LEADS), and the Illinois Secretary of State (SOS).

III.I. Mobile ALPR – a vehicle mounted or portable ALPR system that can be deployed as needed. This includes ALPR units affixed to patrol vehicles or transportable systems that can be quickly moved and positioned in various locations to support operational needs.

III.J. Motor Carrier Safety ALPR System – an ALPR system leased by the Illinois Department of Transportation (IDOT) and operated by Commercial Vehicle Enforcement Bureau (CVEB). This system shall contain only federal Department of Transportation (DOT) and Illinois Commerce Commission (ICC) data related to motor carrier safety.

- III.K. Read/Detection/Scan – the capture of digital images or license plates and vehicles with associated metadata (date, time, GPS coordinates with vehicle image capture).
- III.L. Stationary ALPR – an ALPR that is mounted to a stationary object (i.e., pole, traffic barrier, or bridge).
- III.M. Tamara Clayton Camera Program ALPRs – pursuant to the Tamara Clay Expressway Act (605 ILCS 140/1 et seq.), stationary ALPRs operated by the ISP permanently mounted on expressways and state highways within the counties designated in the Act.
- III.N. Target Alert Service (TAS) – a dedicated Windows application used by VehicleManager users to receive alerts from the VehicleManager PlateSearch system based on authorized users alerts and geo-zone setup.
- III.O. VehicleManager – Motorola Solutions’ intelligence platform for law enforcement that uses ALPR cameras to transform license plate scans into actionable intelligence, allowing for various search types and filtering options. Data from Fixed Mobile ALPRs and Motorola’s own network of private LPR data are merged together with analytics and condensed into meaningful and visual intelligence that increases public safety. The system also includes end-to-end encryption, user authentication, and access controls maintained by the ISP.

IV. RESPONSIBILITIES

- IV.A. The Deputy Director of the Division of Criminal Investigation (DCI) will designate a Statewide ALPR Coordinator, who will coordinate directly with the Division ALPR Liaison.
- IV.B. The Statewide ALPR Coordinator shall:
 - IV.B.1. Develop and disseminate training on ALPR technology, as outlined in this directive, for:
 - IV.B.1.a. Newly designated authorized ALPR system users.
 - IV.B.1.b. Authorized ALPR system users needing refresher training, which is required every two years.
 - IV.B.2. Be the primary point of contact for ALPR systems to establish law enforcement data sharing agreements and future project expansion.
 - IV.B.3. Obtain a Memorandum of Understanding (MOU) to receive and share ALPR information with another law enforcement agency through ALPR systems.
 - IV.B.4. Be responsible for ensuring maintenance and product warranties are upheld pursuant to executed contracts, including licensing for ALPR systems, by:
 - IV.B.4.a. Conducting monthly audits to make sure the ALPR systems are being used properly and for law enforcement purposes.
 - IV.B.4.b. At least monthly, conducting a VehicleManager Output Report indicating the law enforcement agencies where ALPR information is both shared and received by the ISP.
 - IV.B.5. Ensure ALPR information is secure, and access is protected.
- IV.C. The Division ALPR Liaison shall:
 - IV.C.1. Be appointed by the Deputy Director to coordinate ALPR-related activities for the Division.
 - IV.C.2. Collaborate with the Statewide ALPR Coordinator to develop and disseminate training on ALPR utilization.
 - IV.C.3. Be the primary point of contact between the Statewide ALPR Coordinator and the Work Unit ALPR Coordinators.

IV.D. Work Unit ALPR Coordinator

IV.D.1. The Commander of each Troop, Zone, and/or specialty unit seeking to use the ALPR systems will appoint a Work Unit ALPR Coordinator.

IV.D.2. The Work Unit ALPR Coordinator shall:

IV.D.2.a. Have supervisory access to the ALPR systems.

IV.D.2.b. Serve as the primary point of contact for their work unit, ensuring sworn personnel are properly trained on all ALPR systems.

IV.D.2.c. Ensure user information is properly entered into the ALPR systems.

IV.D.2.d. Ensure personnel complete required training prior to using ALPR Systems.

IV.D.2.e. Ensure personnel effectively utilize the ALPR systems for authorized law enforcement purposes only.

IV.D.2.f. Be responsible for relaying updates to their work unit from the Division ALPR Liaison.

IV.D.2.g. Provide feedback on system performance and operational needs to the Division ALPR Liaison.

IV.E. ALPR System Users shall:

IV.E.1. Attend and complete the ALPR systems and/or Department training programs and refresher trainings every two years, as determined by the Statewide ALPR Coordinator.

IV.E.2. Have Law Enforcement Agency Data System (LEADS) certification prior to operating ALPR equipment or accessing ALPR data.

IV.E.3. Utilize the ALPR systems following the procedures identified in the training program, this directive, and any other related ISP Directives, policies, and procedures.

IV.E.4. Have the ability to query ALPR systems, create reports, and use analytic tools, such as mapping capabilities, and compare ALPR information to enhance law enforcement investigations.

IV.E.5. Only use the ALPR system in accordance with applicable laws.

IV.E.6. Not share their login and/or password credentials with anyone, including ISP personnel, outside law enforcement agencies, or the public.

IV.E.7. Verify any ALPR system Hits via LEADS/NCIC before any enforcement action is taken.

IV.E.8. Clean and maintain ALPR equipment in accordance with the manufacturer's recommendations.

IV.E.9. Upload any ALPR information used as evidence into the appropriate report writing platform and digital evidence storage platform consistent with ISP Directive OPS-201, "Evidence - Collecting and Packaging."

IV.E.10. Document the type and location of ALPR used in the corresponding field report any time the ALPR system is utilized.

IV.E.11. Enter a valid case number when prompted in the ALPR system. Case numbers may include, but are not limited to, those from CAD, Field Reports, TraCS, I-Case, Crash Reports, LEADS/NCIC, Call for Service (CFS), and/or outside agency case numbers.

IV.E.12. Enter an authorized purpose for the search when prompted in the ALPR system. An authorized purpose may include, but is not limited to, an expressway shooting, homicide investigation, or forcible felony.

- IV.E.13. Follow guidelines for password protection as outlined in ISP Directive SRV-218, "Computer Password Control."
- IV.E.14. Be subject to sanctions and/or disciplinary action for any misuse or abuse of the ALPR systems and information.
- IV.E.15. Be progressively disciplined for violations of this directive in accordance with ISP Directive ROC-002, "Rules of Conduct."
- IV.F. The CVEB Supervisor shall be responsible for the use of the Motor Carrier Safety ALPR system, and shall:
 - IV.F.1. Approve the deployment of Motor Carrier Safety ALPR systems, including stationary and mobile systems.
 - IV.F.2. Establish guidelines for usage.
 - IV.F.3. Ensure CVEB personnel operating the system receive training prior to usage.
 - IV.F.4. Ensure data is secure and access is protected.

V. PROCEDURES

- V.A. ALPR Systems and Information Confidentiality
 - V.A.1. ALPR information shall not be disseminated to the public, except as authorized or required by law.
 - V.A.2. ALPR information, obtained in accordance with this directive and applicable state laws, may be disseminated to other law enforcement agencies or officers for legitimate law enforcement purposes.
- V.B. ALPR Systems' Alerts

All authorized and registered ALPR users are encouraged to receive ALPR alerts, and those receiving alerts will, at a minimum, receive alerts for felony vehicles, stolen vehicles, and AMBER and SILVER alerts.
- V.C. ALPR Systems Record Retention
 - V.C.1. ALPR detections will be maintained within the VehicleManager storage platform for 90 days.
 - V.C.2. The Statewide ALPR Coordinator will control the system-wide settings.
 - V.C.3. Plate search and plate hit/alert records are maintained permanently within the VehicleManager storage platform.
 - V.C.4. Detections from the FlockOS are purged every 30 days.
 - V.C.5. The Statewide ALPR Coordinator will ensure compliance with SOS Records Retention schedules and procedures.
- V.D. ALPR Technical Support
 - V.D.1. All requests for support will be made by the Statewide ALPR Coordinator.
 - V.D.2. For ALPR systems and/or equipment issues, ISP personnel will notify the Work Unit ALPR Coordinator, who will directly contact the Division ALPR Coordinator.

| Indicates new or revised items.

-End of Directive-