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MOBILE COMPUTER TERMINAL OPERATIONS

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**Purpose**

The purpose of this policy is to establish operational procedures in the use of the Mobile Computer Terminals by members of the North Little Rock Police Department.

**Policy Statement**

It is the policy of the North Little Rock Police Department to operate the MCT/MDT's in accordance with the rules of NCIC/ACIC through the transmission of information relating to official public safety activity.

**Summary of Changes**

**Procedures**

**1. Operations**

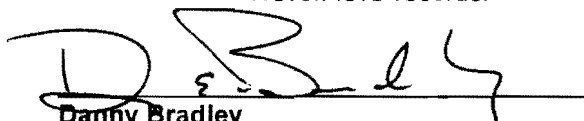
- 1.1 Members will utilize the Mobile Computer Terminals in a manner consistent with official training and departmental policy.
- 1.2 Only members who have been trained to operate the MCT are authorized to operate the MCT.
- 1.3 Members may only perform functions of the MCT which have been authorized by the Chief of Police.
- 1.4 No software or hardware will be added to or deleted from the MCT without authorization from the Chief of Police or designee.
- 1.5 Members will not permit unauthorized persons to view any confidential information on the MCT display screen.
- 1.6 MCT messaging should be kept professional in content and wording. The use of derogatory wording is prohibited.

**2. NCIC/ACIC Checks**

- 2.1 When members utilize the MCT to access information from NCIC/ACIC, they shall comply with NCIC/ACIC rules and regulations.
  - 2.1.1 Only members who have ACIC Level I certification are authorized to access NCIC/ACIC records.

**3. Review and Accountability**

- 3.1 MCT transmission printouts will be randomly reviewed by the Professional Standards Unit on a monthly basis.
  - 3.1.1 The Professional Standards Unit designee will be responsible for forwarding information regarding inappropriate use of MCT's to the affected Division Commander for follow up.



**Danny Bradley**  
Chief of Police