

Edesix VIDEOTAG VT-100

RCI



Key Product details

- Evidential quality video and audio recording
- Secure Encryption
- 4 hours record time
- Six month battery standby
- Robust and weatherproof design
- Day and night operation

██████████ April 2019.

The Edesix VIDEOTAG VT-100 is a personal issue body worn camera. These are to be worn during your normal Revenue checking duties and are there to record any confrontations either verbal or physical with customers.

You will be issued with a camera and wall charger and as these are personal issue they are to be charged at home.

It would be good practice to charge the camera every couple of weeks to make sure the battery is fully charged.

Once charged and unplugged the camera is ready.

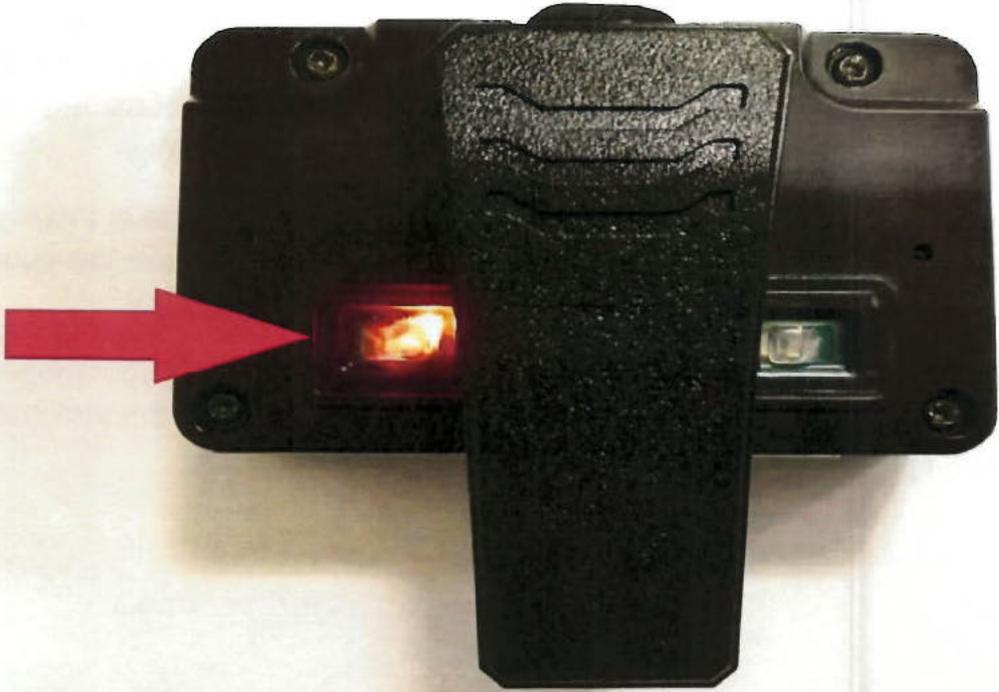
The camera can be fixed to clothing with a multi directional clip. Body worn camera users should regularly review the position of the camera to ensure that it is pointing in the correct direction.

When you want to record an incident just press either button on the back of the camera.

If you record an incident you must inform the person that you are about to start recording, something along the lines of “I am recording you for my own safety” would suffice.



You will feel the camera vibrate and a red light will illuminate on the front and rear of the camera showing it is recording.



To stop recording simply push either button and the lights will turn off and the camera will stop recording.

The camera can be used continually throughout your shift even after an incident has been recorded.

After the incident please complete an EIRF and contact the office to arrange for the footage to be downloaded. Please quote the EIRF number so it can be matched with the incident when downloaded.

The footage is not available for viewing or editing outside of the Revenue department and the BTP must request any footage via TFL. The body worn camera footage can be used to support BTP's investigation of reported incidents, to back staff in allegations against them and to support internal investigation; however, footage will not be used as part of disciplinary action.

If your body worn camera is activated accidentally, make sure the camera is turned off immediately. The camera can still be used but must be returned to the office at the next convenient time (it is highly recommended that you do so at the end of your shift) to have the camera memory cleared.

If you identify that your body worn camera is not working properly (e.g. failure to record, recording all the time even if not activated), contact the Revenue Control team to report the issue immediately, request repair service/replacement and stop using the faulty camera. If required, you must be prepared to explain how TfL is processing personal data captured by body worn cameras (to understand more about the processing, please contact Revenue Control centre for a copy of the Data protection impact assessment for the roll out of new body worn cameras) or direct the requester to [TfL's CCTV&surveillance cameras privacy webpage](#) for this information.

Users of body worn cameras must complete the ezone course "My Role in Privacy and Data Protection" before using the body worn camera and also retake this course on an annual basis according to TfL's [Privacy and Data Protection Policy](#).

These cameras are to be used as an additional piece of equipment for your personal safety and should in no way over ride any training or instruction you have previously received on Workplace Violence. Your safety is paramount.