



Capitol Wireless Integrated Network

.01 Policy

The Bladensburg Police Department has an agreement with the University of Maryland to utilize the Capital Wireless Integrated Network (CapWIN) to provide the department with a tool to enhance communications for law enforcement activities such as incident management. It will also provide a mobile interface to the Maryland Electronic Telecommunications Enforcement Resource System (METERS) and the FBI's National Crime Information Center (NCIC) database.

.02 Terms

CapWIN System: The CapWIN system provides wireless access for law enforcement personnel to METERS/NCIC and the Maryland Motor Vehicle Administration (MVA).

Through CapWIN, officers with mobile data computers (MDC) can run METERS/NCIC queries from their vehicles.

CapWIN is a wireless network designed to allow participating public safety and transportation agencies to communicate with one another through the CapWIN message switch.

The system allows for unit-to-unit communications at incident scenes as well as communications between mobile units and a barrack.

Authorized CapWIN User: Authorized CapWIN Users are those persons who have received the required CapWIN training and possess a valid CapWIN system log-on and password.

- To access METERS/NCIC through the CapWIN System, officers receive authorization as required by both CapWIN and the Criminal Justice Information System (CJIS).

Positive Response: A response received from a CapWIN System query of law enforcement databases which would indicate that some type of law enforcement action is warranted or required.

False Positive Response: A response received from a CapWIN query which indicates that law enforcement action is necessary or warranted, but upon confirmation through radio communications, the response is determined to be incorrect and no law enforcement action would normally be taken.

False Negative Response: A response received from a CapWIN query which indicates that no law enforcement action is necessary or warranted, but upon confirmation of the response through normal radio communications, it is determined that the response is incorrect and law enforcement action is indeed warranted.

Error Response: Any response received from a CapWIN query which does not match the response received via normal terminal response of METERS/NCIC.

Instant Messaging (IM): A form of electronic communication between two users who are online simultaneously.

Chat Room: A virtual room where two or more users can communicate electronically. Chat rooms can be either public or private.

Public rooms are visible and accessible to any user on the system.

Private rooms can only be joined by users who are invited to be part of the conversation by the creator of the room.

.03 Governing Legislation and Reference

Governing Legislation:

Electronic Communications Privacy Act.

Maryland Criminal Procedures Article, Sections 7-202, 8-606, and 10-213 through 10-228.

COMAR 12.15.01.15.

Forms: N/A

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.04 Procedure

A. Authorization Required

Before using CapWIN to run law enforcement queries, users will receive any and all necessary approvals, and authentications necessary for access to CapWIN and METERS/NCIC.

Authorized CapWIN Users are responsible for their conduct while utilizing the CapWIN System and will comply with all applicable laws related to access to CJIS information and all administrative guidelines.

Additionally, CapWIN users will be required to receive training in the use of the CapWIN system and will comply with all applicable CapWIN Rules of Behavior.

Users will maintain their CapWIN log-on identification and password as confidential. Users will not divulge their log-on or password to others, and will not allow anyone else to access the CapWIN System with their log-on and password.

B. Instant Messaging and Chat Rooms

Instant messaging and chat rooms are available for official business and incident management related communications between CapWIN users.

1. Personnel are reminded that all information sent over the CapWIN system is recorded and can be retrieved for review.
2. The content of electronic communications may be monitored to support operational, maintenance, auditing, security, and investigative activities.

3. Neither the Department nor CapWIN can guarantee that electronic communications will be private. Employees should be aware that electronic communications could, depending on the technology, be forwarded, intercepted, printed, and stored by others.

4. All Department regulations governing the use of electronic communications will apply to the use of the CapWIN messaging system.

C. Confirmation Required

CapWIN users will obtain confirmation by radio transmission for any positive response indicating an active METERS/NCIC entry before relying or acting upon the results. If the response is confirmed, the user will take the appropriate enforcement action. However, if the CapWIN response is found to be incorrect, the user will report the issue as outlined below.


D. Notification of CapWIN Issues

1. Authorized CapWIN users will immediately report all false positive, false negative and error responses to the Operations Commander by email.
2. Any other issues related to CapWIN access will be reported to the CapWIN Administrator, or may be reported to the CapWIN Help Desk at 877-CAP-WIN1 (877-227-9461) or helpdesk@capwin.org.
3. The CapWIN Administrator will notify CapWIN of all documented issues and coordinate their resolution.

HISTORY: Adopted May 16, 2008

This General Order supersedes all other orders and memoranda in conflict therewith.

Authority:



Charles L. Owens
Chief of Police