



# NYCLU

NEW YORK CIVIL LIBERTIES UNION

125 Broad Street  
New York, NY 10004  
212.607.3300  
212.607.3318  
www.nyclu.org

Andrea Callan, Esq.  
Statewide Advocacy Coordinator  
212-607-3358  
acallan@nyclu.org

VIA EMAIL & U.S. MAIL  
[foil@dcjs.ny.gov](mailto:foil@dcjs.ny.gov)

July 30, 2012

Records Access Office  
NYS Division of Criminal Justice Services  
4 Tower Place  
Albany, NY 12203-3764

Re: Public Records Request // Automatic License Plate Readers

To Whom It May Concern:

This letter is a request under New York State's Freedom of Information Law (Public Officers Law, Article 6), by the New York Civil Liberties Union. This request seeks records regarding automatic license plate readers (ALPRs). ALPRs are also sometimes referred to as Automatic Vehicle Identification, Car Plate Recognition or License Plate Recognition equipment and/or software. This records request uses ALPR in reference to any of this technology.

### Records Requested

Please provide copies of the following records created from January 1, 2006 to the present:

1. All records regarding all federal funds your agency has sought or received if any portion of the funds is for ALPR equipment or systems. ALPR equipment or systems include ALPR units, databases containing ALPR data, and programs used to analyze ALPR data;
2. All records regarding which police departments or other agencies received or purchased ALPR equipment or systems using funds from grants managed, arranged or assisted by your office;
3. All records regarding any requirements imposed by federal granting agencies with respect to ALPR equipment or systems, and any records describing any requirements imposed upon state and local police by your agency with respect to ALPR;

4. All records regarding any regional databases, data mining programs or other computerized management systems into which ALPR data from two or more police departments or public safety agencies is deposited, including any training materials, policies, internal guidelines or procedures that govern access to, use of or auditing of said systems, including any federal guidelines or regulations which may be applicable to any such program;
5. All records regarding the purchase or sale of ALPR data to any entity; and
6. All records regarding data sharing agreements that include ALPR data with any agency of the federal government, including but not limited to memoranda of understanding/agreement between your agency and any division or department of the U.S. Department of Justice, U.S. Department of Homeland Security, U.S. Department of Transportation, the Federal Aviation Administration and Department of Defense.

The Freedom of Information Law requires that an agency respond to a request within five business days of receipt of a request. Please note that if the requested records cannot be provided within twenty business days, Article 6 of the Public Officers Law mandates that the agency state, in writing, both the reason for the inability to grant the request within twenty business days and a date certain within a reasonable period, depending on the circumstances, when the request will be granted in whole or in part.

If for any reason any portion of this request is denied, please inform us of the reasons for the denial in writing and provide the name and address of the person or body to whom an appeal should be directed.

To the extent that these records can be made available in an electronic format, we request that they be provided in that format. We request to be notified before production of any fees associated with this request over \$25.00.

Please contact me by phone at 212-607-3358 or by email at [acallan@nyclu.org](mailto:acallan@nyclu.org) with any questions. Thank you for your prompt attention to this matter.

Sincerely,



Andrea Callan  
Statewide Advocacy Coordinator