

Date: 25th November 2025
Our ref: FOI/25/015883/J

FREEDOM OF INFORMATION REQUEST REFERENCE NO: FOI/25/015883/J

I write in connection with your request for information dated 19/11/2025, received by Greater Manchester Police (GMP) for the following information:

I request a copy of the camera activation procedure please.

CLARIFICATION

Yes, I am referring to the procedure in relation to activating body worn cameras?

Result of Searches

Following receipt of your request searches were conducted within Greater Manchester Police (GMP) to locate the requested information. I can confirm the information requested is held by GMP.

Please see below the relevant extract GMP's Body Worn Video (BWV) Policy & Procedure December 2022.

5.1 Initiating Recording

At the start of each tour of duty (and for the duration), the camera must be placed into 'standby' mode. When a recording needs to be made, the camera must be then turned onto 'record' mode.

On attending an incident where the police officer or PCSO believes the activation of BWV is necessary, the user should, where practicable, make a verbal announcement to indicate why the recording has been activated. If possible, this should include:

- Date, time and location.***
- Confirmation, where practicable, to those present that the incident is now being recorded using both video and audio.***

If the recording has commenced prior to arrival at the scene of an incident, the user should, as soon as is practicable, announce to those persons present at the incident that recording is taking place and that actions and sounds are being recorded. Specific words for this announcement have not been prescribed, but users should use straightforward speech that can be easily understood by those present, such as:

"I am wearing a body worn video camera which is recording what we say and do"

When attending an incident, the normal process is to start recording before engaging and stop recording after engagement has finished e.g. start recording before knocking on the door and stop recording after you leave the premises.

The camera should be switched on when footage might support 'professional observation' or would corroborate what would be written in a pocket notebook.

The decision to record or not to record any incident remains at all times with the user. However, if it not appropriate to record, the reason(s) should be entered in your pocket notebook (PNB), as failure to record incidents that are of evidential value may require an explanation in court.

It is evidentially important to record as much of an incident as possible. Therefore, recording should begin at the earliest opportunity.

If you need to stop recording during an incident, state the reason(s) for doing so, and similarly if you subsequently restart recording.

Individuals may request that BWV recording is turned off – in many situations recording should continue to fulfil the legitimate policing purpose. However, use your discretion and professional judgement based on the NDM and Code of Ethics. Whatever your decision, state your reason(s) while the camera is still recording before it is switched off.

If a member of the public requests that their interaction with you is recorded (i.e. stop search) then unless there are clear reasons to do otherwise, recording should take place.

When recording in areas where individuals would have a strong expectation of privacy, clear justification is required.

Users should also exercise care in using BWV where it may cause serious offence e.g. during religious worship.

Users should restrict recording to areas and persons necessary to obtain evidence and intelligence relevant to the incident and should attempt to minimise collateral intrusion to those not involved.