

Best, Lewis

From: Gillespie, Mark
Sent: Monday, March 19, 2012 6:18 PM
To: Best, Lewis
Subject: AFC Bullets

Deputy Lewis Best,

Only MBTA Transit Police criminal investigators can request any MBTA Revenue Audit information relative to Automated Fare Collections, Charlie Cards or fare tickets or any other MBTA fare media – This is limited to police investigators-

- All information requested must pertain to either a criminal investigation or missing person or lost child
- On occasion a witness will report an incident and furnish their Charlie card serial number. In order to locate the incident the witnesses' Charlie Card usage will be requested from the revenue Audits at the MBTA.

- There are two types of AFC Audit requests;
 - i. Automated Fare Collection machine audits (capturing usage for the particular MBTA collection device - *bus fare box, fare gate or fare vending machine*).
 - ii. Charlie Card or other fare card that has been used in a fare collection device leaving the serial number of the card (attached to particular usage).

- All Automated Fare Requests go through the Commander of the Criminal Investigations Unit, the Intelligence Unit Commander, Anti-Corruption Unit or the Supervisor of the Crime Scene Services Unit for review and approval. After being reviewed and approved, the requests for an Automated Fare Collection audit are forwarded to the MBTA Revenue Audits for the appropriate fare media information.

- Information received is used only to get fare media numbers used in conjunction with MBTA video surveillance systems to identify the photos of persons wanted involving criminal offenses or lost persons.

- Any information requesting personal information from credit card usage to purchase MBTA fare media to a specific person require a subpoena to be presented to the assigned financial institution.

- All requests for Automated Fare Collection information from the MBTA Revenue Audits is stored.

- All responses from the MBTA Revenue Audits to the Criminal Investigations Unit that provide information about a Charlie Card or other fare media card or ticket are stored by the Commander of the MBTA criminal Investigations Unit.

- Some Charlie Cards, for convenience, are issued monthly by various institutions to their employees. These Charlie cards are distributed to private and public entities to manage their own distribution. On occasion, this type of Charlie Card attach a name to the Charlie Cards. The companies generally establish and develop their own policies in how this information is released.

- Transportation Access Passes (TAP Cards) are managed and distributed by the MBTA Transportation Access Office and record the name and address of the person issued the TAP card. This pass information is available after the MBTA Revenue Audit Department receives an approved police request for information.

- School passes are managed by the various school departments receiving the passes. All school districts manage their passes differently. School passes have a Charlie Card serial number and an a particular school

identification serial number- In the cases of missing children the school's individual serial number on the Charlie Card identifies which school the pass was distributed.

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