



# The Commonwealth of Massachusetts Department of State Police

10 Park Plaza  
Second Floor  
Boston, MA. 02119

CHARLES D. BAKER  
GOVERNOR

KARYN E. POLITO  
LIEUTENANT GOVERNOR

DANIEL BENNETT  
SECRETARY

SEPTEMBER 18, 2015

COLONEL RICHARD D. McKEON  
SUPERINTENDENT

FROM: LT. SHAWN D. CAMPINHA #2603, COMPLIANCE UNIT COMMANDER  
TO: FACIAL RECOGNITION PERSONNEL  
SUBJECT: POLICY FOR PHOTO ARRAYS

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- 1) TO AVOID ANY CONFLICT WITH RESPECT TO COURT TESTIMONY AND THE CONTINUITY OF EVIDENTIARY COURT PRESENTATION, THE FOLLOWING POLICY WILL BE ADHERED TO FROM ALL FACIAL RECOGNITION (FR) PERSONNEL.
- 2) ANY OFFICER FROM ANY AGENCY/POLICE DEPARTMENT WHEN REQUESTING A PHOTO ARRAY WILL FILL OUT AND COMPLETE THE 'PHOTO ARRAY REQUEST FORM'. THAT OFFICER WILL BE GIVEN AN APPROPRIATE TIME TO APPEAR AT THE FACIAL RECOGNITION UNIT. FR PERSONNEL WILL USE THE SUSPECT AS A PROBE AND PRINT A GALLERY OF POTENTIAL CANDIDATES FOR A PHOTO ARRAY. THE INVESTIGATING OFFICER SHALL MAKE ALL CHOICES FOR THE CANDIDATES OF PHOTO ARRAY.
- 3) THE 'PHOTO ARRAY REQUEST FORM' WITH A COPY OF THE GALLERY SHALL BE KEPT FILED AND IN A FOLDER WITH THE MONTH AND YEAR AND MAINTAINED BY THE SUPERVISOR.
- 4) ANY QUESTIONS OR CONCERNS PLEASE CALL 857-368-8605 OR FAX THE FORM TO 857-368-0645.

SHAWN D. CAMPINHA

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LIEUTENANT #2603  
MASSACHUSETTS STATE POLICE  
COMPLIANCE UNIT

# MASSACHUSETTS STATE POLICE FACIAL RECOGNITION

## PHOTO ARRAY REQUEST FORM

PHONE # 1-857-368-8605

FAX # 1-857-368-0645

DATE/TIME: \_\_9/1/2017\_\_ 1215\_\_\_\_\_

OFFICER NAME & ID#: \_DET. BRENDAN KELLY\_#102400\_ AGENCY: \_BPD SEXUAL ASSAULT UNIT

CONTACT #: \_\_\_\_\_ FAX #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ BRENDAN.KELLY@PD.BOSTON.GOV\_\_\_\_\_

TARGET: \_\_\_\_\_ D.O.B: \_\_\_\_\_  
(LAST, FIRST, INT.)

MA. LIC#: \_\_\_\_\_ SSN: \_\_\_\_\_

PLEASE STATE A DATE AND TIME YOU WILL BE AVAILABLE TO COME INTO THE FACIAL RECOGNITION OFFICE LOCATED IN THE TRANSPORTATION BUILDING AT 10 PARK PLAZA, BOSTON, MASS TO CHOOSE CANDIDATES FOR YOUR ARRAY REQUEST.

DATE: \_\_\_\_\_ 9/1/2017 \_\_\_\_\_

TIME: \_\_\_\_\_ 1330 \_\_\_\_\_

YOU WILL BE NOTIFIED TO CONFIRM YOUR REQUEST DATE AND TIME HAS BEEN APPROVED.