

MEDINA POLICE DEPARTMENT

Subject: Technology Hardware Management		Policy Number: 4105	Technology Usage 4105
Reference: Chief's Directive		Pages: 1	
Personnel: Sworn and Non-Sworn Personnel			
Issue Date: 01-01-2004	Revised Date: 11-17-2020	Review Date: As Needed	

4100.1 – INTRODUCTION

It shall be the policy of this agency to comply with applicable federal laws regarding the management and the destruction of technology hardware relating to the storing and imaging of the electronic data received from the FBI, BCA or any other Federal or State agency that requires documents to be secure.

4100.2 – PURPOSE

This policy serves to state the position of this agency relative to computer hardware that is used to receive, send or store any Criminal Justice information from the FBI, BCA or any other Federal or State agency.

4100.3 – POLICY

In compliance with hardware piracy laws, FBI and BCA policies the electronic equipment owned and operated by the Medina Police Department used to access any criminal justice information, at the end the hardware life will be subject to wiping the hard drive a minimum of three times and if it contains a hard drive it will be removed and physically destroyed by the Information Technology Consultant directed of the Chief of police.