

# ALPR CHECKLIST FOR LAW ENFORCEMENT AGENCIES

## Automatic License Plate Recognition (ALPR) System Statutory Requirements

### [Virginia Code § 2.2-5517](#)

*Requirements Effective 7/1/25 Unless Otherwise Noted*

- Use ALPR only for the following authorized purposes:**
  - As part of a criminal investigation into an alleged violation of the Virginia Code or any ordinance of any county, city, or town where there is a reasonable suspicion that a crime was committed;
  - As part of an active investigation related to a missing or endangered person, including whether to issue an alert for such person, or a person associated with human trafficking; or,
  - To receive notifications related to a missing or endangered person, a person with an outstanding warrant, a person associated with human trafficking, a stolen vehicle, or a stolen license plate.
  
- Do not use ALPR to interfere with individuals engaged in lawful activities or to track individuals on the basis of lawfully protected speech.**
  
- Purge ALPR system data after 21 days from the date of capture, unless such data is part of an ongoing investigation, prosecution, or civil action.**
  
- Purge ALPR audit trail data after 2 years from the date of capture, unless such data is part of an ongoing investigation, prosecution, or civil action.**
  
- Do not sell ALPR system or audit trail data.**
  
- Do not share ALPR system or audit trail data with any other state, federal, private, or commercial entity.**
  
- Only share ALPR system or audit trail data in Virginia as follows:**
  - Virginia law enforcement agency (see “law-enforcement officer” in [Va. Code § 9.1-101](#));
  - Commonwealth’s Attorney;
  - Criminal defendant or their counsel;
  - Court order or a court-issued subpoena duces tecum in any criminal or civil proceeding;
  - Vendor for maintenance or quality assurance purposes; or,
  - To alert the public to an emergency situation, a missing or endangered person, a person associated with human trafficking, or a person with an outstanding warrant.
  
- Establish an agency policy on ALPR use and publicly post such policy on your agency or locality website.**  
(See subsection H; see also Virginia [ALPR System Model Policy](#))

- Promote public awareness of your agency’s use of ALPR.**
- Do not install ALPR devices on state highway right-of-ways.**  
(ALPR devices installed prior to 7/1/25 must have a permit from VDOT)
- Report data on traffic stops related to ALPR notifications to Virginia State Police (VSP) as required by the Virginia Community Policing Act.**  
(See [Va. Code § 52-30.2](#); effective 1/1/26)
- Use an ALPR system approved by the Division of Purchases and Supply (DPS).**  
(See DPS [Standards & Specifications](#) for approved list; effective 7/1/26)
- Ensure that any contract with an ALPR vendor includes the following:**
  - ALPR system data and audit trail data will be the property of the law-enforcement agency;
  - ALPR system meets the requirements for approval by the DPS; and,
  - The vendor will immediately notify the law enforcement agency upon receipt of any subpoena duces tecum, execution of any search warrant, or any other request from a third party for such system data or audit trail data, unless disclosure of such subpoena duces tecum, search warrant, or request is otherwise prohibited by law (effective 7/1/26).
- Report specific data to VSP by April 1 of each year and publicly post such data on your agency or locality website.**  
(See subsection I; first report and public posting due by 4/1/27)
- Respond to Crime Commission surveys on ALPR use.**