

APPENDIX U  
MEMORANDUM OF AGREEMENT

Fraternal Order of Police, Lodge 35, Inc. ("FOP), and Montgomery County, Maryland ("Employer"), agree to the following amendments to their July 1, 2007 to June 30, 2010, Collective Bargaining Agreement (CBA).

A. The parties agree to the following:

1. Individual officers will record every traffic stop by entering into an electronic database all data fields listed in TA, Section 25-113. A Traffic stop is any instance in which a MCPD officer for any reason directs a person operating a motor vehicle of any type to stop and the motorist is detained for any period of time. Traffic stops based on a checkpoint, radar, laser, or roadblock are exempt from the data collection.
2. The officer's identification number shall be reported with the traffic stop data.
3. Traffic stops will be recorded using the appropriate **means** and transmitted by using the appropriate computer interface (currently MDC or desktop computer when MDC is not available) by those officers who have access to them.
4. All traffic stops must be documented. The employer will provide employees with the means for the recording and transmittal of the data. If an officer makes a traffic stop and no MDC is available, the officer transmit the recorded information on the desktop computer, preferably before the end of the tour, or when next on duty.
5. In the event the officer does not issue a written document, the officer will provide the citizen with the officer's business card and verbally inform the citizen the reason for the stop.

B. Definitions

1. A traffic stop download database is the electronic file that holds all fields of data collected at the direction of the MCPD, and entered by individuals officers. The data collected will include each officer's identification number, as well as those fields listed in Section 25-113 of the Maryland Transportation Article (TA), as amended.
2. A traffic document database is the electronic file that holds all fields of data entered from traffic citations, traffic warnings, Equipment Repair Orders, parking citations and other forms that relate to traffic violations or vehicles.

C. Data Retention

1. With respect to the traffic stop download database, the Department will maintain a “rolling” 24 months of data in the electronic file. The oldest data will be deleted from the database regularly so that no more than 24 months of data will be maintained. Officer identification number will be deleted after three (3) months. In the event no traffic citation, traffic warning, or equipment repair order is issued, officer identification number will be deleted after seventy-two (72) hours.
2. With respect to the traffic stop documentation database, the Department will maintain the data in this electronic file indefinitely. Officer identification numbers will be deleted from the database after three (3) months.
3. The employer may collect the identification numbers of employees reporting traffic stop data solely for the purpose of verifying compliance with traffic stop data reporting requirements.

FRATERNAL ORDER OF POLICE  
MONTGOMERY COUNTY, LODGE 35

MONTGOMERY COUNTY  
MARYLAND

By: \_\_\_\_\_  
Marc Zifcak  
President

By: \_\_\_\_\_  
Isiah Leggett  
County Executive

By: \_\_\_\_\_  
J. Thomas Manger  
Chief of Police

Approved as to form and legality  
Office of County Attorney

By:

Date: