

PHOTO SPEED MONITORING EQUIPMENT

REPORTING REQUIREMENTS

1. Report Overview

REPORT NAME	Report on Photo Speed Monitoring Device Usage by Local and State Law Enforcement
REPORT PURPOSE / GOAL	Pursuant to §46.2-882.1(K) of the Code of Virginia, the report indicates the number of traffic violations prosecuted, the number of successful prosecutions, and the total amount of monetary civil penalties collected for any state or local law-enforcement agency that places and operates a photo speed monitoring device.
AUDIENCE	Virginia General Assembly
FREQUENCY	Annual

VERSION	DATE	REPORT OWNER / AUTHOR
3.0	04/30/26	Virginia Department of State Police Data Analysis & Reporting Team (DART)

2. Data Requirements

DATA SOURCES	Database extract provided by vendor contracted with the law enforcement agency. Vendor must provide the data as indicated in the content requirements.
DATA COLLECTION METHOD	Annual online entry of data into SP-334 form based on content requirements below. Form entry must be submitted by the Law Enforcement Agency.
DATA UPDATE FREQUENCY	All data requested within the reporting period (November 1 through October 31) due by November 15th.

3. Content Requirements

<p>KEY METRICS / INDICATORS</p> <p>Columns must have the headers clearly labeled and in the order indicated.</p>	<ul style="list-style-type: none"> -Agency Name -PSME Vendor -Number of Zones by Category (applicable values: School Crossing Zone, Highway Work Zone, High-Risk Intersection Segment) -Total Number of Devices (i.e. Cameras) in all zones -Total number of traffic violations prosecuted <i>Total number of summonses/citations issued with no regard to conviction/prepayment/challenges presented in court (Initial form will request number of summonses/citations issued during previous reporting periods)</i> - Number of dismissed summonses/citations <i>Summonses/citations dismissed through challenge or judicial process</i> -Number of successful prosecutions <i>Citation resulted in a conviction or paid in lieu of appearance, please report as successful prosecution</i> -Total amount of monetary civil penalties collected <i>Include only those paid at the time of submission</i> - Total operating costs of Photo Speed Monitoring Program -Projects and initiatives funded by moneys in the local fund <i>Any funds in excess of those allocated for such purposes shall be deposited in a local fund used solely for planning, design and construction, implementation, administration, and operation of initiatives, projects, or programs that improve traffic safety, speed management, bicycle and pedestrian safety, public transit, and local systemic safety initiatives otherwise eligible for funding through the Virginia Highway Safety Improvement Program established pursuant to § 33.2-373</i> -Total vehicle throughput <i>The total number of vehicles passing through the zone during the enforcement period</i>
<p>DATA BREAKDOWNS</p>	<p>Data will be reported by agency.</p>
<p>HISTORICAL DATA COMPARISON</p>	<p>Historical data is available for trend analysis; however, only the reporting year will be included in each annual report release.</p>

4. Format and Layout

<p>REPORT FORMAT</p>	<p>Formal; includes agency level details</p>
<p>LAYOUT</p>	<p>An example of the final report layout is available here: https://vsp.virginia.gov/wp-content/uploads/2026/02/2026_RD242-Report_on_Photo_Speed_Monitoring_by_Law_Enforcement_January2026.pdf</p>
<p>VISUAL ELEMENTS</p>	<p>Charts and graphs</p>

5. Delivery Method

DISTRIBUTION METHOD	The final report will be submitted to the Virginia General Assembly through the Virginia Legislative Information System.
SECURITY / CONFIDENTIALITY REQUIREMENTS	All data is subject to release as it is aggregated. No individual citation level data is collected nor will be released by the Virginia Department of State Police.

6. Approval and Review Process

REVIEWERS	Virginia State Police Superintendent Virginia State Police Bureau of Strategic Governance Virginia State Police Bureau of Administrative and Support Services Virginia State Police Criminal Justice Information Services Division
FEEDBACK PROCESS	Send feedback concerning this data collection to dart@vsp.virginia.gov or keon.turner@vsp.virginia.gov .
APPROVAL PROCESS	Approvers are as follows: Virginia State Police Criminal Justice Information Services Division Virginia State Police Bureau of Administrative and Support Services Virginia State Police Bureau of Strategic Governance Virginia State Police Superintendent

7. Implementation Plan

TIMELINE	All data requested within the reporting period, due by November 15th. Report created and sent through chain of reviews & approvals on November 22nd. Report disseminated to General Assembly prior to December 15th.
RESPONSIBLE PARTIES	Captain Julia Gunderson, VSP CJIS Division Commander Lieutenant Allen Cooke, VSP CJIS Deputy Division Commander Ms. Keon Turner, VSP Data Analysis & Reporting Team Manager Ms. Angela Kepus, VSP Data Analysis & Reporting Team Supervisor

8. Revision History

VERSION	DATE	REVISIONS APPLIED	REVISED BY
1.0	03/14/25	Initial	KCT, ASK
2.0	04/22/25	Additional content requirement definitions	KCT, ASK