

**BC Taxi Camera Field Test Plan** PT Board Form 18**Requirements for Starting a Field Test in BC**

When a field test is conducted in BC, **the camera manufacturer** is responsible for arranging the field test and any costs that it may incur.

***The test camera must be commercial grade, encrypt recorded files and meet other standards set out in the Taxi Camera Approval Request form and Approval Guide.***

The manufacturer must email a completed copy of this form to the Passenger Transportation Board, Registrar of Passenger Transportation and each field test participant named on this form.

**The PT licensee may only install a non-authorized camera for temporary, field-testing purposes after the PT Board notifies the licensee that a completed BC Taxi Camera Field Test Plan has been received from the camera manufacturer. During a field test, authorized taxi camera equipment may be used simultaneously or temporarily deactivated or removed from the vehicle.**

**As a condition of participating in the field test, the PT licensee must:**

1. remove the test camera no later than 30 days after it was installed;
2. comply with any directions from the PT Board or Registrar of Passenger Transportation regarding the use of a test camera;
3. provide police access to test camera recordings for testing or investigative purposes;
4. ensure that, when the test camera is removed from the vehicle, the recorded media is removed from the camera by a police officer or designated taxi camera installer and delivered securely to the Passenger Transportation Board office or police; and
5. comply with requirements in the BC Taxi Camera Rule or face administrative penalties and violation tickets.

**Camera**

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Submission Date: \_\_\_\_\_

**Camera Manufacturer**

This form must be completed and signed by the manufacturer’s president, vice-president or CEO

**Company :** \_\_\_\_\_  
**Representative:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Field Test Participants & Vehicle**

The taxi camera manufacturer is responsible for arranging a field test and the cost of conducting a field test. This includes making arrangements with:

- a taxi company with PT Board-authorized taxi cameras to provide a taxi for the installation and field testing of the test camera;
- a designated taxi camera installer to install and later remove the camera.<sup>1</sup>

Provide the following information about the field test details you have arranged.

**Test dates from:** \_\_\_\_\_ **to** \_\_\_\_\_  
**Taxi Company:** \_\_\_\_\_ **City:** \_\_\_\_\_  
**Manager or Principal:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Taxi ID:** \_\_\_\_\_ **Plate Number:** \_\_\_\_\_ **Body Style:**  Sedan  Van  
**Camera Installation Company:** \_\_\_\_\_ **Technician:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Notes:** \_\_\_\_\_  
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The PT Board or a camera evaluator will use contact information you provide to acknowledge receipt of the field test plan. The PT Board or a camera evaluator may also use the information to confirm that the field test has concluded or obtain more details on how the field test was obtained and digital files were obtained.

Recorded media must contain at least 168 hours (1 week) of accumulated image or video recordings. We recommend that test cameras be installed in an active, double-shifted taxi that is operated 20 to 24 hours for each day of the field test, and that recording media not exceed 336 hours (2 weeks) when full.

<sup>1</sup> Get information about licensed taxi companies and designated camera installers from the Local Taxi Camera Program Overviews on the PT Board’s [taxi camera webpage](#).

**BC Field Test Plan**

Complete the table below to indicate target dates for key steps in the field test process.

Step	Target Date
1 Manufacturer delivers camera system to installer	
2 Installer replaces authorized camera with a temporary test camera system.	
3 Installer (a) removes test camera and re-installs or re-activates the approved camera (b) emails PT Board and other field test participants that the field test has ended. (c) and delivers by secure means the recorded media to the PT Board or a designate.	
4 Test camera is returned to the manufacturer.	

**Declaration of Manufacturer’s Representative**

I \_\_\_\_\_ (print name) act for  
 \_\_\_\_\_ (“the Company”) and I make the following declarations:

1. I consent to an independent evaluation of the Company’s taxi camera model by or on behalf of the Passenger Transportation (PT) Board in British Columbia, Canada; and
2. I declare that the camera model to be tested meets Board requirements relating to the manufacturer’s market experience and capability, and with taxi camera functionality and performance standards set out in the BC Taxi Camera Rule and Taxi Camera Approval Guide; and
3. I declare that the Company will comply with PT Board field test requirements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_