



DEPARTMENT NOTICE

21-148
10/14/21

APBnet—Law Enforcement Alert System (Re-issue DB 19-148)

The APBnet Law Enforcement Alert System is utilized on a daily basis by law enforcement agencies to distribute alerts and bulletins on a variety of incidents and investigations. Law enforcement agencies may create crime alerts and bulletins and immediately disseminate them regionally, state-wide or nationally if necessary.

Members shall observe the following guidelines when using APBnet:

- Crime bulletins should generally be created and disseminated by the investigator assigned to the case. However, exigent circumstances may require a bulletin be issued immediately.
- A missing persons bulletin should be immediately disseminated on all missing persons cases as outlined in DGO 6.10.
- Officer and/or public safety alerts should be issued as soon as the risk has been assessed and the need for an alert is warranted.
- Members shall obtain a supervisor's approval prior to creating an APBnet alert or bulletin.

Approval to use/access APBnet as determined by the Commanding Officers shall be based on the following criterion:

- All supervisors and investigators shall obtain **full** access.
- Members assigned to any unit may obtain **full** access if required by their assignment.
- All other members may have **read-only** access.

In exigent circumstances where members do not have access to the APBnet system to issue an immediate bulletin, they are to respond to the DOC for access.

Commanding Officers, or their designee, shall contact Help Desk, SFPDHelpDesk@sfgov.org to request access rights for members. Provide the members A# and computer terminal information. Once access has been granted, the "APBnet" icon will appear on the desktop.


WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.