eStop – Contact Data Collection Program
(Supersedes DB 16-168, Replaces E585)

In order to comply with the Racial and Identity Profiling Act of 2015, also known as Assembly Bill 953 (AB953), as well as legislation set forth by the San Francisco Board of Supervisors, the Department is implementing a new Contact Data Collection Program, eStop, which will replace the current E585 Traffic Data Collection Program.

The new eStop program will expand the criteria to include *all* stops, including but not limited to **pedestrian, bicycle and vehicle stops**. eStop entries are required when a stop is initiated based on information developed by the member's own observation, or the direction and information from another member, DEM (Dispatch) or members of the public. For purposes of this policy, "stop" is defined as:

1. On-view arrests
2. Mental health detentions
3. Any detention of a person
4. Any interaction with a person in which the member conducts a search, including a consensual search of the person or property in the person's possession or control.

The eStop program will collect the following information for each stop:

1. The CAD number related to the contact
2. The date and time of the stop
3. The race, ethnicity, sex and approximate age of the person contacted
   (If no *valid* identification is available, these characteristics ***shall*** be based on the observation and perception of the member making the stop, and the information ***shall not*** be requested from the person stopped.)
4. The stop category (Self-Initiated Activity or Dispatched Call)
5. The reason for the stop
6. Whether or not a search of the person stopped was conducted, including the type of search if applicable
7. If a search was conducted, the result of the search including the type of item(s) seized
8. The result of the contact
9. The contact type
10. District where the member is assigned or detailed
11. The location where the stop occurred
12. Whether the member initiating the stop is in uniform or plainclothes
13. The type of vehicle used by the member, (if applicable), and if the vehicle was marked or not
14. The name and star of each officer on scene during the stop who assists in effecting the detention or executing the search

Members will access the eStop program via their Department issued cellphones, or by an eStop icon located on station computers. The patrol vehicle MDC will no longer be utilized to collect this data.

In order to avoid duplicate entries, if more than one member is involved in a stop, the member who initiated the stop is required to collect the above information and ensure it is properly entered into eStop. **_NOTE:_** There should be no more than **_ONE_** eStop entry for each subject detained.

Members are required to make an eStop entry whenever the criteria for a "stop" is met, even if an incident report is also prepared. When an Incident Report is generated, members shall ensure that the correct CAD number for the report is entered into eStop.

Airport Bureau members shall comply with the policies and procedures outlined in this bulletin. Airport members shall enter 9-ones (111111111) for the CAD number.

All members shall complete all eStop entries prior to the end of the member's shift.

All members shall receive training before being required to enter data into eStop. Once a member has been trained, the member shall enter **_all_** stops into the eStop database and discontinue to use the E585 mask.

It is imperative that the eStop data be collected and entered properly into eStop in a timely manner. All law enforcement agencies in the state of California are required to report stop data on an annual basis. Per Assembly Bill 953, _"Each state and local agency that employs peace officers shall annually report to the Attorney General data on all stops conducted by the agency's peace officers."_

Members will have access to view all of their previous eStop entries on their department phone, or on station computers. Questions regarding training or policy issues may be directed to sfpdeStoptraining@sfgov.org. Members experiencing issues with the Department issued cell phone should contact the Help Desk at: sfpdhelpdesk@sfgov.org, or by phone at (415) 558-3877. Training guides and Department policies are available on the SFPD Intranet.

Rigorous compliance with this Department policy pays multiple dividends: it sends a clear message to the community that the SFPD is committed to unbiased policing; it ensures that the SFPD maintains accurate records; and it reduces the number of sustained complaints against members and subsequent corrective actions. Members who fail to comply with this policy may be subject to discipline.

TONEY D. CHAPLIN
Interim Chief of Police

Per DB 15-141, sworn members are required to electronically acknowledge this Department Bulletin in HRMS.