



DEPARTMENT NOTICE

23-017

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Cancellation of Watches Off and Use of Discretionary Time Off 2023

Watches off for **all full duty members available for squads** are cancelled for officers, sergeants, and inspectors due to anticipated personnel needs for the following:

- Saturday, June 24, 2023 Pink Saturday
- Sunday, June 25, 2023 Pride Parade
- Thursday, November 9 thru Sunday, November 19, 2023 APEC Conference
- Sunday, December 31, 2023 New Year's Eve

In anticipation of large deployments and in the interest of providing members with as much notice as possible, the above list of cancellation of watches off have been added to this department notice.

All members will be required to report for duty, except for personnel with an authorized preapproved vacation or who are off FMLA.

USE OF DISCRETIONARY TIME OFF: Commanding Officers shall not authorize discretionary time off (VA, OU, EH, FHF, FH, PE, LH, etc.) for any member during the below listed dates.

- Sunday, May 28, 2023 Carnival
- Saturday, June 24, 2023 Pink Saturday
- Sunday, June 25, 2023 Pride Parade
- Tuesday, July 04, 2023 Independence Day Events
- Saturday, October 7 thru Sunday, October 8, 2023 Fleet Week
- Tuesday, October 31, 2023 Halloween
- Thursday, November 9 thru Sunday, November 19, 2023 APEC Conference
- Sunday, December 31, 2023 New Year's Eve

The events list of use of discretionary time off has been significantly reduced. The above listed eight non-discretionary time off events were originally listed in Department Notice 23-001, dated 01/03/23 and still remain in effect.

Commanding Officers shall forward **all** vacation requests that include **any** of the above listed dates to the appropriate Bureau Chief for approval.

If sufficient staffing is not obtained for any event, watches off could be cancelled in reverse seniority to properly staff those events. The use of discretionary time off will be re-instated once appropriate staffing has been obtained for the event. If the Department is notified of the cancellation of events due to Public Health Orders, the Department will rescind no time off allowed orders.


 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.