



**San Francisco Police Department
Professional Standards & Principled Policing Bureau
Department of Justice Compliance**

<p>Individual Recommendation Report</p> <p>Rec. Number: 5.1</p> <p>Assigned To Project Manager: Sgt. Stacy Youngblood</p> <p>Prepared by: Sgt. Stacy Youngblood</p> <p>Priority: Low</p>	<p>Reserved For PSPPB Only</p> <p><input type="checkbox"/> President's Task Force</p> <p><input type="checkbox"/> Blue Ribbon Panel</p> <p><input type="checkbox"/> CJTF SF Bar Association</p> <p><input type="checkbox"/> Department of Police Accountability</p> <p><input type="checkbox"/> Civil Grand Jury:</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

DOJ Recommendation #: 5.1

The SFPD needs to develop and train to a consistent reporting policy for use of force

DOJ Objective: Use of Force

Executive Summary:

The SFPD has revised Department Bulletin 15-237. The new Department Bulletin (DB 17-006) requires a supervisor to respond to every reportable use of force and complete a Supervisory Use of Force Evaluation Form for each incident. DB 17-006 requires that supervisors fill the form out in its entirety for each use of force incident and must be completed and submitted through the chain of command before the end of their watch. This new form also contains a section for supervisory actions such as the time of arrival on scene, who the supervisor made contact with, and the outcome of the investigation. The reviewing Lieutenant and approving Captain are then required to review the Supervisory Use of Force Evaluation Form along with the Use of Force Log and the Incident Report for accuracy prior to distribution to the correct units. Commanding Officers and Officers in Charge are then able to address and deficiencies at the station level prior to distribution to the reporting units. This Department Bulletin has already been implemented and distributed department wide.

Purpose:

To ensure a consistent reporting policy on all use of force incidents.

Policy:

Department Bulletin 17-006 mandates that supervisors must complete a Supervisory Use of Force Evaluation Form for each reportable use of force and submit through the chain of command before the end of their watch. The Supervisory Use of Force Evaluation has been rolled out department wide as of 1/9/17. The EIS unit receives the completed Supervisory Evaluation Forms daily by email. EIS then compiles the corresponding incident report and Use of Force log to look for discrepancies. The data from the Supervisory Use of Force Evaluation is then entered into the AIM database where all use of force data can then be disseminated to the mandated divisions or units. Per a conversation with the DOJ and Commander Walsh, DOJ Recommendation 4.3 had a typo which stated the Use of



**San Francisco Police Department
Professional Standards & Principled Policing Bureau
Department of Justice Compliance**

Force log was to be eliminated. DOJ clarified that the Use of Force Log was to be made into a digital form and not eliminated. The Use of Force Log was converted into a digital format and is not in the revised DB 17-006 which is currently in concurrence along with a flow chart which lays out where all copies of the Supervisory Use of Force Evaluation Form and Use of Force Log should be routed.

Audit (if applicable):

Written Directive: (D.G.O., Dept. Manual, Bureau Orders, Dept. Bulletins, etc.)

DGO 5.01

DB 15-237

DB 17-006 (DB 15-237 Revision)

Supervisory Use of Force Evaluation Form (Revised 3/15/17)

Step by Step Guide on completing the Supervisory Use of Force Evaluation Form

Use of Force Log (Revised to digital format 3/15/17)

Unit Order 17-001 - Use of Force Data Entry for EIS Unit

Audit for DB 17-006

Supporting Documentation: (Learning Domains, Power points, Lesson Plans, Policies)

Implementation, training & records (How to prove we did what we said?)