

### **DEPARTMENT NOTICE**

21-057 04/01/21

### Issuance of Card Keys to District Stations for Gaining Access to the garage at 850 Bryant Street After-Hours (1900-0600)

(Re-issue DB 18-130)

The Fleet Office has issued one card key to all district stations that allows access into the garage of the Hall of Justice (HOJ), 850 Bryant Street. The card key should be maintained in the Security Procedure 6254(f)GC.

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It should be noted that the front doors of the HOJ on Bryant Street are staffed by the San Francisco Sheriff's Office, Monday - Friday from 0600-1900 hours and are closed on weekends and all legal holidays.

## Security Procedure 6254(f)GC Call the DOC for additional information.

Members are reminded to assist in maintaining the security of the building by pausing momentarily to visually confirm that entry/exit gate fully closes before driving away. If gates are inoperable, contact the DOC.

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.

# CARD KEY 850 BRYANT ST GARAGE STATION\_\_\_\_

#### MUST BE RETURNED BEFORE END OF SHIFT

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