



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

<p>Individual Recommendation Report</p> <p>Bureau: Chief's Office</p> <p>Rec. Number: 24.1</p> <p>Assigned To Project Manager: Lt. Andy Cox</p> <p>Prepared by: Lt. Andy Cox</p> <p>Priority: High</p>	<p>Reserved For PSPPB Only</p> <p><input type="checkbox"/> President's Task Force</p> <p><input checked="" 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>
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DOJ Recommendation #: 24.1

The SFPD should immediately implement the bias audit as recommended by the U.S. Department of Justice COPS Office on May 5, 2016 (see appendix K).

DOJ Objective: Bias

Executive Summary:

Members of the Internal Affairs Division have been tasked to monitor three systems for possible racial bias: Level II (CLETS), department email, and text messages from Department issued cellular phones. An audit was performed on all three systems with negative results. Please refer to DOJ Department Electronic Audit Memorandum for additional information

Purpose:

The SFPD should immediately implement the bias audit as recommended by the U.S. Department of Justice COPS Office on May 5, 2016 (see appendix K).

Policy:

A Unit Order was issued for the purpose of establishing a protocol for the Internal Affairs Division to audit department issued communications devices every 30 days. Should a member be found outside the guide lines set forth by the Department, IAD will initiate an investigation into that member regarding the improper usage of Department equipment. All audited data not determined to be in violation of Department Policy will be held until the quarterly report to which it applies and then discarded with memorialization.

Audit (if applicable):

IAD will audit on all three systems every 30 days and report the findings quarterly.

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

Unit Order

Department Memo Subject Line: DOJ Department Electronics Audit dated: 2/6/2017



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

List of Prohibited, Biased or Racial Biased key words

Audit results from 5/20/2016 to 2/7/2017

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