



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

<p>Individual Recommendation Report</p> <p>Rec. Number: 24.6</p> <p>Assigned To Project Manager: Lt. Gilmore</p> <p>Prepared by: Lt. Gilmore</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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The SFPD should report twice a year to the Police Commission on the outcome of these audits, including the number completed, the number and types of devices audited, the findings of the audit, and the personnel outcomes where biased language or other conduct violations are discovered.

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.

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):

Quarterly Audits of Department computers, department email, and text messages are being conducted by the Internal Affairs Division and the results are forwarded to the Police Commission.



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

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

Attached is a copy of the first quarter Bias audit which was forwarded to the Police Commission.

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

Quarterly audit results will continue to be forwarded to the Police Commission.