



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

Individual Recommendation Report Rec. Number: 4.5 Assigned To Project Manager: Sgt. Stacy Youngblood Prepared by: Sgt. Stacy Youngblood Priority: High	Reserved For PSPPB Only <input type="checkbox"/> President's Task Force <input type="checkbox"/> Blue Ribbon Panel <input type="checkbox"/> CJTF SF Bar Association <input type="checkbox"/> Department of Police Accountability <input type="checkbox"/> Civil Grand Jury:
--	--

DOJ Recommendation #: 4.5

The SFPD should continue the manual entry of use of force data until the electronic use of force report is operational. To ensure consistency and accuracy in the data, this entry should be conducted in a single unit rather than in multiple units.

DOJ Objective: Use of Force

Executive Summary:

Department Bulletin 17-006 was written as a revision to DB 15-237 which outlines use of force procedures and a step by step guide on how to accurately complete the new Supervisory Use of Force Evaluation Form and was rolled out department wide. A draft Unit Order was written to explain the policy within the EIS Unit of how to enter the use of force data once a Supervisory Use of Force Evaluation was received by the reporting unit.

Purpose:

Provide assurance that use of force data will continue to be entered manually by the EIS Unit until the electronic report is operational.

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.

Audit (if applicable):



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

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 (Draft) - Use of Force Data Entry for EIS Unit

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

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