



LONDON BREED  
MAYOR

CITY AND COUNTY OF SAN FRANCISCO  
**Department of Police Accountability**  
ONE SOUTH VAN NESS AVE., 8<sup>th</sup> FLOOR  
SAN FRANCISCO, CA 94103



PAUL DAVID HENDERSON  
EXECUTIVE DIRECTOR

June 26, 2020

San Francisco Police Commission  
San Francisco Police Commission Office  
1245 3<sup>rd</sup> Street  
San Francisco, CA 94158

**Re: Department of Police Accountability's Suggested Revisions to Police Commission's Resolution to Facilitating Production and Updating of SFPD's Department General Orders**

Dear Vice-President Taylor and Commissioners:

This letter addresses the Department of Police Accountability's suggested revisions to the Commission's "Resolution to Facilitate Production and Updating of SFPD's Department General Orders." DPA commends the Police Commission for proposing a resolution to expedite the San Francisco Police Department's (SFPD) internal review process for Department General Orders (DGO). This resolution imposes important deadlines between the time SFPD commences its internal review process known as "concurrence" and SFPD's presentation of the DGO to the Commission for review and adoption. However, as discussed below, the outstanding proposed Deaf and Hard of Hearing Department General Order involving at least 16 months of delays, the proposed Domestic Violence Manual and revisions to the Domestic Violence Department General Order involving four years of community stakeholder input and inexplicable lengthy delays, and the outstanding United States Department of Justice's 2016 mandate that SFPD update all of its Department General Orders—many of them from the 1990s--compel an immediate and comprehensive Commission Resolution that provides SFPD deadlines, and transparency and accountability for the entire DGO initiation and revision process.

To this end, DPA has provided line-edited suggestions to the Commission's proposed resolution (see attached). DPA's suggested recommendations:

- Require SFPD to provide its schedule for updating all outstanding DGOs to the Police Commission and post on the Police Commission's and Department's website, including 1) the date SFPD commences its updating of each DGO, 2) the expected date SFPD will provide its proposed revisions to DPA for DPA review and written suggestions, 3) the date SFPD will commence concurrence, and 4) the date SFPD will present the revised DGO to the Commission for review and action.

- Require SFPD to provide the Police Commission monthly updates on the progress of DGO revisions as well as the status of any proposed DGO either submitted to SFPD for review or initiated by SFPD.
- Limit to forty-five days SFPD's concurrence review from the time that either a working group (not just Executive Sponsored Working Groups) submits a final draft DGO or suggested DGO revisions to a Command staff member or Written Directives Unit for review.
- For DGOs not involving a working group, limit to forty-five days SFPD's concurrence review after the final meeting between the DPA and SFPD's subject matter expert as described in DGO 3.01
- Limit to nine months the length of the DGO revision process from SFPD's commencement of updating a DGO to SFPD's presentation to the Commission for review and action.
- Require SFPD to provide DPA SFPD's substantive updates to each DGO instead of requiring DPA to submit suggested revisions to SFPD without the benefit of reviewing SFPD's proposed revisions.
- Require SFPD to provide DPA direct and immediate access to SFPD's training manuals, training materials, unit and bureau orders to facilitate an efficient DGO revision.

The currently proposed Police Commission resolution does not address the pre-concurrence delays and frustrations experienced by the Deaf and Hard of Hearing Working group whose proposed Department General Order, officer communication card and guidelines for working with American Sign Language interpreters languished for at least 16 months after the DPA submitted these materials to SFPD in February 2019 until late May when SFPD finally advanced them to concurrence.<sup>1</sup> Nor does the proposed Police Commission resolution address the pre-concurrence delays and frustrations experienced by the numerous community stakeholders who in collaboration with DPA over the course of four years drafted a proposed Domestic Violence Manual for SFPD which has yet to emerge from SFPD's

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<sup>1</sup> By SFPD's own timeline provided in SFPD's PowerPoint presentation on June 3, 2020 on a status update on the Deaf and Hard of Hearing DGO, DPA provided SFPD's Professional Standards and Principled Policing Division/Written Directives a draft of the proposed Deaf and Hard of Hearing DGO in August 2018 (in response to Written Directive's request for the draft) and in February 2019, when DPA submitted a final draft representing agreed upon changes between Chief Scott and representatives of the Working Group arising from the January 2019 meeting. In May 2020, SFPD created an "updated draft, Version 3, incorporating recommendations from DOJ submitted to Executive Director of Strategic Management for review to "restart internal concurrence." SFPD's Power Point also indicated that the Deaf and Hard of Hearing DGO had been subjected to SFPD review or concurrence in August 2018, September 2018, February 2019, January 2020 and again in May 2020. (See SFPD's Power Point, slide 3, <https://sfgov.org/policecommission/sites/default/files/Documents/PoliceCommission/PoliceCommission060320-SFPDDeafandHardofHearingPresentation.pdf>.)



concurrence and submitted in October 2019 upon SFPD's invitation detailed revisions to the Domestic Violence DGO.

The current resolution fails to address the numerous delays before SFPD's concurrence process and even as to its 45-day concurrence deadline, this provision applies exclusively to submissions from Executive Sponsor Working Groups.<sup>2</sup> The Deaf and Hard of Hearing Working Group is **not** an Executive Sponsored Working Group convened by SFPD in response to the United States Department of Justice's Collaborative Initiative Reform and thus, the 45-day deadline for submissions from Executive Sponsor Working Groups would not be applicable. The Deaf and Hard of Hearing Working Group was convened by DPA in response to reports at both the Language Access Working Group and Family Violence Council meetings that deaf domestic violence survivors had not receiving proper SFPD services.<sup>3</sup> Moreover, and equally troubling, under the current resolution that permits 135 days between SFPD concurrence and submission of the DGO to the Commission for formal consideration, setting aside the problem that the resolution applies only to Executive Sponsored Working Groups instead of all Working Groups, SFPD could actually delay presentation of the proposed Deaf and Hard of Hearing DGO beyond its currently scheduled July 15<sup>th</sup> date into September because SFPD did not commence concurrence until May.

The proposed Commission resolution equally fails to address SFPD's delays concerning the proposed Domestic Violence Manual and revisions to Domestic Violence DGO. As detailed in the joint letter of March 20, 2020 from DPA and Department on the Status of Women to Chief Scott (see attachment), DPA, representatives from numerous agencies and community stakeholders and SFPD representatives collaborated over the course of four years on recommendations to enhance investigative procedures involving domestic violence cases. These meetings resulted in a proposed Department Bulletin which DPA submitted in 2016 to then-Assistance Chief Hector Sainez. Instead of issuing the proposed Department Bulletin, SFPD suggested creating a Domestic Violence Manual. Working with SFPD's Special Victims Unit, SFPD's subject matter experts, SFPD's training materials and the proposed Department Bulletin, DPA, DOSW and the Domestic Violence Consortium drafted a proposed Domestic Violence Manual which was submitted to SFPD in August 2019. Upon SFPD's invitation, DPA, DOSW and Domestic Violence Consortium also submitted detailed revisions to DGO 6.09 consistent with best practices and the proposed Domestic Violence Manual in October 2019. In March

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<sup>2</sup>Currently, the Commission's Resolution "limits the length of the concurrence process to no more than forty-five (45) days from the time that either: a) An Executive Sponsor Working Group submits a final draft DGO to a member of the Command Staff or the Written Directives Unit for review, or b) The process of initial deconfliction between the Department of Police Accountability and the subject matter expert from the San Francisco Police Department, as described in DGO 3.01, concludes." (See Commission Resolution, page 2, paragraph 3.) As discussed above, the Deaf and Hard of Hearing Working Group is not an Executive Sponsor Working Group and thus section (a) is inapplicable. Section (b) is also inapplicable because despite DPA's submission of the Deaf and Hard of Hearing DGO in August 2018 to the Written Directives Unit per their request and DPA's updated submission to Chief Scott in February 2019 after resolving all outstanding issues on the DGO, and DPA's frequent inquiry to the Professional Standards Division of the status of the Deaf and Hard of Hearing DGO, the DGO never advanced to the stage as described in paragraph (b) where DPA had an opportunity to meet with SFPD's subject matter expert.

2020 SFPD requested that these revisions be resubmitted on SFPD's template which DPA, DOSW and the Domestic Violence Consortium provided to SFPD on March 20, 2020. In April, SFPD rejected 21 of the 28 recommendations even though our revisions are consistent with best practices, address domestic violence investigative deficiencies identified in DPA complaints and a lawsuit against SFPD and the City, and in some cases are recommendations by SFPD's own subject matter experts. Despite that these revisions had been vetted by a wide range of community and city stakeholders over the course of several years, SFPD convened a Domestic Violence Working Group to discuss the identical recommendations. Upon SFPD's invitation, DPA, DOSW, Domestic Violence Consortium, Bay Area Legal and Cooperative Restraining Order Clinic met with SFPD in May 2020 to discuss the October 2019 Domestic Violence DGO revisions. During our second meeting last Thursday, SFPD's Professional Standards Principled Policing Director requested that we resubmit our revisions and informed us that the DGO revision process would likely take another year. Ultimately after much urging, PSPP's Director agreed to submit to concurrence the revisions we had submitted in October 2019. The currently proposed Commission resolution does not address SFPD's failure to promptly initiate and complete concurrence for both the proposed Domestic Violence manual and the proposed Domestic Violence revisions.

As the civilian oversight agency that works closely with community stakeholders, city agencies and SFPD and has spearheaded the drafting of new Department General Orders such as Language Access (DGO 5.20), Crisis Intervention Team Response (DGO 5.21), Children of Arrested Parents (DGO 7.04), and most recently on Police Interactions with Deaf and Hard of Hearing Individuals,<sup>4</sup> DPA has extensive experience with the initiation, review, adoption and implementation of SFPD's Department General Orders. DPA has equally extensive experience with the process of revising SFPD's Department General Orders having spearheaded significant changes to SFPD's General Orders involving Use of Force (DGO 5.01), Interactions with Youth (DGO 7.01) and most recently Domestic Violence (DGO 6.09). DPA is also a member of several Executive Sponsor Working Groups established by SFPD to address the United States Department of Justice's (USDOJ) 272 recommendations for police reform.<sup>5</sup> Almost four years since US DOJ mandated SFPD to update its Department General Orders to align with current law, community expectations and national best practices, SFPD delays continue to plague the DGO process and undermine the positive collaborative work that community members and city agencies have tirelessly dedicated to SFPD.

It is urgent—now more than ever—that SFPD publicly post its schedule for updating all outstanding DGOs so that there is transparency concerning SFPD's initiation and completion of SFPD's

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<sup>4</sup> SFPD has not yet assigned the Deaf and Hard of Hearing DGO a number.

<sup>5</sup> On Wednesday, October 12, 2016 the United States Department of Justice Office of Community Oriented Policing Services (COPS Office) released *An Assessment of the San Francisco Police Department*, a report of the Collaborative Reform Initiative. Following three community listening sessions; more than 400 individual interviews; over 50 observations of the SFPD's engagement with community members; nine focus groups; extensive research; the review and analysis of hundreds of documents and data files; and engagement with SFPD personnel, government officials, stakeholders, and community members, the COPS Office released a report with 94 findings and 272 associated recommendations. The assessment team found serious deficiencies in every area assessed from use of force policies to inadequate data collection and lack of accountability measures.

[https://cops.usdoj.gov/html/dispatch/11-2016/assessment\\_of\\_san\\_francisco\\_pd.asp](https://cops.usdoj.gov/html/dispatch/11-2016/assessment_of_san_francisco_pd.asp)



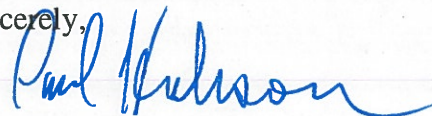
internal review of DGO revisions. SFPD's monthly reporting to the Police Commission and the public needs to include 1) the date SFPD commences its updating of each DGO, 2) the expected date SFPD will provide its proposed revisions to DPA for DPA review and written suggestions, 3) the date SFPD will commence concurrence, and 4) the date SFPD will present the revised DGO to the Commission for review and action.

SFPD needs to report monthly on the status of any proposed DGO to prevent the months of inexcusable delays that plagued the completion of the Deaf and Hard of Hearing DGO. DPA suggests a deadline of nine months between SFPD's commencement of updating a DGO to SFPD's presentation to the Commission for review and action. DPA suggests that SFPD's concurrence review be limited to forty-five days from the time that either any working group (not just Executive Sponsored Working Groups) submits a final draft DGO or suggested DGO revisions to a Command staff member or Written Directives Unit for review. It is SFPD's responsibility to initiate the DGO revision process by relying on its subject matter experts, conducting best practice research and providing DPA its substantive revisions instead of requiring DPA to submit suggested revisions to SFPD without the benefit of reviewing SFPD's proposed revisions. DPA needs direct and immediate access to SFPD's training manuals, training materials, unit and bureau orders in order to effectively review SFPD's suggested revisions and provide relevant suggestions.

One final comment about DPA's role concerning Department General Orders and Department Bulletins. The Commission's proposed Resolution highlights DPA's opportunities to provide input and then reduces from thirty days to fifteen, DPA's time to review and respond to SFPD's DGOs following SFPD's concurrence review—the implication being that cutting in half DPA's review time will address some unidentified point of delay. The record of inaction and delays speaks for itself. Despite the ever changing rules and obstacles SFPD posed to the timely completion of the Deaf and Hard of Hearing DGO and the DV Manual and DV DGO revisions, DPA diligently persisted to advance these important policies. More recently, we provided the Chief on Tuesday, June 23 at 5:00 p.m. our detailed line-edits and comments to the Chief's Use of Force Department Bulletin we received late Friday night (6/19/20). We provided the Chief yesterday (Thursday, June 25<sup>th</sup> at noon) our detailed comments to the Chief's Department Bulletin concerning pressure on individual's neck, throat or head. We urge the Commission to adopt DPA's suggested revisions to ensure the transparency, accountability and timely completion of SFPD's policy work.

Thank you for consideration of our detailed recommendations.

Sincerely,



Paul D. Henderson

attachments

## Attachment A



DPA Suggested Revisions to Commission's Resolution 06/25/20

RESOLUTION FACILITATING PRODUCTION AND UPDATING OF SFPD DEPARTMENT GENERAL ORDERS

**WHEREAS**, The United States Department of Justice ("USDOJ") recommended that both the San Francisco Police Department ("SFPD") and the San Francisco Police Commission ("Commission") improve and expedite the process for revising policies, procedures, and practices; and

WHEREAS, USDOJ found that many of the Department General Orders are from the mid-1990s and do not fully reflect current policing practices (USDOJ Finding 70)

WHEREAS, USDOJ recommended SFPD commit to updating all Department General Orders in alignment with current laws and statutes, community expectations, and national best practices every three years. (USDOJ Recommendation 70.2).

**WHEREAS**, Department General Order ("DGO") 3.01 requires, consistent with the USDOJ's recommendation, that SFPD update each DGO every five years; and

**WHEREAS**, DGOs are initiated by either the Commission or SFPD and remain in effect until amended, superseded or rescinded by the Commission; and

**WHEREAS**, SFPD engages in an internal review process known as concurrence while formulating and updating DGOs and Department Bulletins as directed by DGO 3.01; and

**WHEREAS**, The Written Directives Unit ("WDU") manages and maintains the concurrence process for new DGOs or amendments to DGOs; and

**WHEREAS**, When a DGO requires initiation or updating, the WDU assigns it to an SFPD member who then engages in a six part process prior to submitting the DGO to WDU for the concurrence process; and

**WHEREAS**, The concurrence process which involves review by the Chief of Police, Assistant Chiefs, Deputy Chiefs, and Affected Director(s)/Deputy Directors is a vital tool through which SFPD Command staff leadership provides input into policies that have a substantial and binding impact on the day-to-day operations of the San Francisco Police Department; and

WHEREAS, DGO 3.01 provides no parameters governing the length of time between SFPD's commencement to update a DGO or review of a newly proposed Department General Order and presentation of the updated DGO or newly proposed DGO to the Police Commission;

OR

WHEREAS, DGO 3.01 provides no parameters governing the commencement of SFPD's updating its DGO, SFPD's review of a newly proposed DGO, the duration of SFPD's internal length of time allowed for the concurrence process to take place; and presentation of a newly proposed or revised DGO to the Commission for adoption and

**WHEREAS**, A protracted policymaking process impedes the timely implementation of DGO reform; and

**Commented [MS(1):** DPA suggests including the United States Department of Justice Finding DOJ 70 and Recommendation 70.2 as they reflect US DOJ's 2016 assessment that SFPD's DGOs are outdated, do not reflecting current policing practices, and need to be updated to align with current laws and statutes, community expectations, and national best practices every three years. See USDOJ Finding 70, USDOJ Recommendations 70.1-70.4., COPS Office. 2016. *An Assessment of the San Francisco Police Department*. Collaborative Reform Initiative. Washington, DC: Office of Community Oriented Policing Services, page 47.  
<https://cops.usdoj.gov/RIC/Publications/cops-w0818-pub.pdf>

**Commented [MS(2):** DGO 3.01 does not impose any deadlines on SFPD to initiate the concurrence process. For example, despite SFPD receiving a final draft of the Deaf and Hard of Hearing DGO in February 2019 after meetings with Chief Scott, Police Commission Hamasaki, DPA Policy Director and Mayor's Office of Disability Director, SFPD did not submitted the DGO to concurrence until May 2020. At the same time, SFPD's timeline indicates that it repeatedly engaged in Department review or Department concurrence in August 2018, September 2018, February 2019, January 2020, and again in May 2020. See SFPD's 6/3/20 Power Point on Status of Deaf and Hard Of Hearing DGO, Slide 3.  
<https://sf.gov.org/policecommission/sites/default/files/Documents/PoliceCommission/PoliceCommission060320-SFPDDeafandHardofHearingPresentation.pdf>

**WHEREAS**, The Department of Police Accountability (“DPA”) has at least four separate opportunities to review and propose revisions to DGOs during the policy development process, including:

- Involving itself in the creation of a DGO initiated either by the Commission or the Department
- Participating in Executive Sponsor Working Groups or other working groups created at the direction of the Commission
- Providing suggestions to the DGO before SFPD begins concurrence
- Having a 30-day period after the conclusion of concurrence to address SFPD changes to the DGO resulting from SFPD’s concurrence process. suggest additional revisions to the DGO

**Commented [MS(3):** This thirty day period is necessary to permit DPA to review the changes SFPD has made (between time of DPA’s recommendations to SFPD concurrence), meet and discuss with Principled Policing these changes, and when consensus cannot be reached, to meet with Chief Scott. These 3-step process as provided in DGO 3.01.10 is essential to resolving often significant deletions and changes that result between the time of DPA recommendations and SFPD concurrence. Additionally, if DPA is reviewing more than one DGO, 30 days is essential due to DPA’s limited staffing and resources.



- Along with SFPD, providing further suggested revisions during the “Sparks Report” meeting process prior to the final submission of the DGO for approval by the Commission pursuant to Commission Resolution 27-06; and

**Commented [MS(4):** This is redundant—30 day period above is part of 3.01.10.

**WHEREAS, USDOD recommends that prior to updating SFPD’s policies and procedures, SFPD should obtain input from its own members and units most affected by any practice, policy, or procedure;**

**Commented [MS(5):** DPA’s suggestion is based on USDOD finding 70.3: “Prior to promulgation of policies and procedures, the SFPD should ensure that comments are sought from the members and units most affected by any practice, policy, or procedure during the initial stages of development.”

WHEREAS, USDOD recommends input and review from external stakeholders as well; External review is an important and welcomed aspect of the policy development process, but one that should be conducted efficiently and effectively; now, therefore be it

**RESOLVED, that the San Francisco Police Department shall provide the Police Commission and post on the Commission and Department’s website, SFPD’s schedule for updating all outstanding DGOS as required by DOJ Recommendation 70.2, including the date SFPD commences its update of the DGO by sending it to review by its subject matter expert, the expected date SFPD will provide its proposed revisions to the DPA for DPA’s review and written suggestions, the date SFPD will commence concurrence and the date SFPD will present the revised DGO to the Commission for review and action**

**Commented [MS(6):** SFPD’s schedule for updating its DGOS should be made available publicly available to ensure accountability and transparency.

**FURTHER RESOLVED, That the San Francisco Police Department shall notify the Police Commission when it 1) commences the updating of a Department General Order; 2) has received a newly proposed DGO for concurrence and 3) upon the initiation of commences concurrence of a for any and all Department General Order(s), and shall thereafter inform Commissioners of the status of 1) DGOS that SFPD is updating; 2) newly proposed DGOS; 3) any DGOS in concurrence these DGOS as part of the Chief’s report at Commission meetings at least once per month; and**

**Commented [MS(7):** DPA recommends for accountability and transparency that for each DGO slated to be updated, SFPD notify the Commission of 1) the date it commences updating the DGO; 2) the date it receives a newly proposed DGO for review and concurrence; the date SFPD commences concurrence and regular updates as the proposed DGO or revisions to DGOS advance.

**Commented [MS(8):** DPA suggests using title “Working Group” so that it includes other types of working groups such as Deaf and Hard of Hearing Working Group and Language Access Working Group.

**FURTHER RESOLVED, That the San Francisco Police Commission hereby limits the length of the concurrence process to no more than forty-five (45) days from the time that either:**

- a) An ~~Executive Sponsor~~ Working Group submits a final draft DGO to a member of the Command Staff or the Written Directives Unit for review, or
- b) The ~~final meeting process of initial deconfliction between~~ the Department of Police Accountability and the subject matter expert from the San Francisco Police Department, as described in DGO 3.01, concludes; and

**Commented [MS(9):** As “initial deconfliction” is not defined anywhere and moreover meetings between DPA and SFPD subject matter experts are not necessarily due to conflicts, DPA suggests that the 45-day deadline commence upon the final meeting between SFPD’s subject matter expert (SME) and DPA. Because DGOS are outdated and it is the first time DPA has an opportunity to discuss the proposed revisions with SFPD’s SME, it can sometimes take more than one meeting to discuss the proposed revisions, depending on the length of the DGO and the nature of both SFPD’s and DPA’s suggested revisions.

**FURTHER RESOLVED, That the Police Commission hereby amends DGO 3.01, section 3.01.03, to reduce DPA’s post concurrence review period for Department General Orders and Manuals provided to DPA to 15 calendar days; and**

**Commented [MS(10):** As discussed above, DPA needs the entire 30 days to permit DPA to review the changes SFPD has made between time of DPA’s recommendations to SFPD concurrence, meet and discuss with Principled Policing these changes, and when consensus cannot be reached, to meet with Chief Scott. These 3-step process, provided in DGO 3.01.10, is essential to resolving often significant deletions and changes that result between the time of DPA recommendations and SFPD concurrence. On a case-by-case basis, such as with the urgency in issuing a new Department Bulletin on Use of Force, DPA would waive the 30-day review period. However, it is imperative that DPA have sufficient time to review, respond and when no consensus can be reached, discuss with the Chief substantial changes initiated during SFPD’s concurrence process.

**FURTHER RESOLVED, That any additional internal or interdepartmental policy discussions or reviews regarding a specific DGO, including the DPA review period as established in DGO 3.01.10, , discussions at Sparks’ meetings, and any Chief’s review meetings as provided for in DGO 3.01, shall take place during a period of no more than 90 days, at which point the DGO shall be submitted to the Commission for formal consideration, and**

**FURTHER RESOLVED, That the Commission hereby amends DGO 3.01 section 3.01.10, to add the following sentence to the last paragraph:**



Upon conclusion of SFPD's concurrence process, if a substantive addition or amendment to the draft directive is recommended, the Director of Principled Policing and Professional Standards shall provide the Department of Police Accountability a copy of the proposed DGO resulting from SFPD's concurrence with a written explanation of SFPD's changes no later than one week after conclusion of SFPD's concurrence. Within one week of providing DPA the proposed DGO resulting from SFPD's concurrence, PPPS and DPA shall meet to discuss the proposed DGO to exchange views, as outlined in the Police Commission Resolution 27-06. If consensus is not obtained, the DPA shall request a meeting with the Chief of Police within one week of DPA's meeting with PPPS to discuss its recommendations. If c—"The meeting request must be made within seven calendar days of the final post-concurrence exchange of views between the Department of Police Accountability and the San Francisco Police Department;" and

FURTHER RESOLVED, SFPD shall provide DPA SFPD's substantive updates to its DGOs as a first step in the DGO revision process.

FURTHER RESOLVED, SFPD shall provide DPA immediate access to SFPD's training manuals, training materials, unit and bureau orders to facilitate an efficient DGO revision process.

**FURTHER RESOLVED,** That a violation of any timeline described in this document shall be tantamount to a relinquishment of the right to complete that step in the process; and

**FURTHER RESOLVED,** That the entirety of the DGO revision process ~~review process for DGOs,~~ from the initiation of DGO revisions ~~concurrence~~ to the submission of the revised DGO to the Commission for formal consideration, shall therefore take no longer than nine months; ~~than one hundred and thirty-five (135) days;~~ and

**Commented [MS(11):** To facilitate an efficient DGO revision process, especially in light of how outdated SFPD's DGOs, SFPD should provide its proposed updates to DPA for DPA review and response rather than require DPA to submit its proposed updates without access to SFPD's contemplated revisions.

**Commented [MS(12):** DPA does not have immediate and ongoing access to SFPD's training manuals, training materials, and unit and bureau orders—essential materials relevant to DGO updates—despite City Charter mandate requiring that SFPD cooperate with DPA.

**Commented [MS(13):** •DPA suggests that nine months is sufficient time for SFPD to commence updating a DGO to SFPD's presentation of the DGOs revisions to the Commission for review and action.



**FURTHER RESOLVED,** That once ~~nine months one hundred and thirty five (135) days~~ has passed since ~~SFPD initiated updating a DGO~~~~the initiation of concurrence~~, SFPD shall submit the draft Department General Order to the Commission for formal consideration; and

**RESOLVED,** The Commission Secretary is directed to make changes to DGO 3.01 consistent with this Resolution.

FINAL DRAFT 6-17-20

## Attachment B





LONDON BREED  
MAYOR



PAUL DAVID HENDERSON  
EXECUTIVE DIRECTOR



Emily M. Murase, PhD  
Director

**Date:** March 20, 2020  
**To:** Chief William Scott, San Francisco Police Department  
**From:** Emily M. Murase, PhD, Director, Department on the Status of Women  
Paul Henderson, Director, Department of Police Accountability  
**Subject:** **Expedited Review of Proposed Domestic Violence Manual and Revisions to  
Department General Order 6.09 (Domestic Violence)**

Dear Chief Scott:

This letter is to provide you with the history concerning the collaboration among multiple stakeholders with the San Francisco Police Department to develop a Domestic Violence Manual and provide corresponding revisions to Department General Order 6.09.

In 2016, representatives from several city agencies and community stakeholders began meeting with SFPD's Special Victim Unit's captain to enhance investigation procedures involving domestic violence. Representatives from the following agencies and community stakeholders participated in these discussions: the Captain of the Special Victims Unit, the Domestic Violence Consortium, the San Francisco Department on the Status of Women, the San Francisco Department of Police Accountability, San Francisco Women Against Rape, W.O.M.A.N. Inc., Asian Pacific Institute on Gender-Based Violence, Mujeres Unidas y Activas (MUA), Community United Against Violence (CUAV), La Casa de las Madres, Safe and Sound, San Francisco District Attorney's Office, San Francisco Department of Emergency Management, San Francisco Adult Probation Department, and the Language Access Working Group. These meetings resulted in a proposed Department Bulletin on Domestic Violence investigations. Upon submission to SFPD in November 2016, then-Assistant Chief Sainez suggested creating a Domestic Violence Manual instead of issuing the proposed Department Bulletin due to its length and coverage of numerous topics.

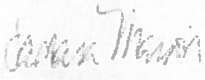
Working with SFPD's Special Victims Unit, SFPD's subject matter experts, SFPD training materials and the proposed Department Bulletin on Domestic Violence Investigations, the DPA, DOSW and the Domestic Violence Consortium drafted a proposed Domestic Violence Manual. The working group surveyed Domestic Violence Manuals of other law enforcement agencies and incorporated best practice provisions where appropriate. Representatives from DPA, DOSW and the Domestic Violence Consortium met with SVU staff and discussed the Domestic Violence Manual in detail, agreeing to and integrating changes throughout several meetings. On August 28, 2019, the DOSW submitted the completed and proposed Domestic Violence Manual to the Special Victims Unit for review and approval through SFPD's Command.

In response to the SVU's invitation to provide revisions to DGO 6.09, on October 21, 2019, DPA, DOSW and Domestic Violence Consortium submitted detailed revisions to DGO 6.09. These proposed revisions are consistent with the proposed Domestic Violence Manual and incorporated key procedures from the proposed Domestic Violence Manual. The DPA, DOSW and Domestic Violence Consortium met with SVU staff about the proposed revisions to DGO 6.09 on October 22, 2019.

In addition to working closely with SVU staff, DOSW, DPA and Domestic Violence Consortium met with Deputy Chief David Lazar about the proposed Domestic Violence Manual and revisions to DGO 6.09 in October and November 2019 and January 2020.

Per SFPD suggestion, we have provided our proposed revisions to DGO 6.09 and the corresponding rationale for these changes on SFPD's template (attached). We jointly request that the Police Department consider the hard work and subject matter expertise of over 15 agencies and stakeholders who have spent over four years developing the proposed Domestic Violence Manual and DGO 6.09 revisions. It is our hope that the proposed Domestic Violence Manual and revisions to the Domestic Violence DGO be reviewed internally as expeditiously as possible so that they can be calendared for Police Commission adoption.

Sincerely,

  
40 Paul Henderson  
Executive Director

Department of Police Accountability



Emily M. Murase  
Director

Department on the Status of Women

cc: Assistant Chief Michael Redmond, Deputy Commander David Lazar, Commander Raj Vaswani, Director Catherine McGuire, Captain Sergio Chin, Captain Una Bailey, Lieutenant Wilfred Williams, Inspector Antonio Flores, Inspector John Keane, Asja Steeves