The Police Commission
CITY AND COUNTY OF SAN FRANCISCO

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December 12, 2019

Chief William Scott
Chief of Police

Dear Chief Scott:

At the meeting of the Police Commission on Wednesday, December 11, 2019, the following resolution was adopted:

RESOLUTION 19-79

APPROVAL OF DEPARTMENT GENERAL ORDER 6.03, "UNDERWATER DIVING OPERATIONS" FOR THE DEPARTMENT TO USE IN MEETING AND CONFERRING WITH SAN FRANCISCO POLICE OFFICERS ASSOCIATION

RESOLVED, that the Police Commission hereby approves draft of Department General Order 6.03, "Underwater Diving Operations," which states as follows:

UNDERWATER DIVING OPERATIONS

6.03.01
PURPOSE
The purpose of this order is to establish protocols for conducting underwater operations. It is the intention of this order to establish guidelines rather than to detail the procedures for every conceivable dive operation.

6.03.02
POLICY
It is the policy of the San Francisco Police Department that:

A. The Marine Unit shall be responsible for managing the day to day and long term activities for Dive Operations through a recognized Dive Team structure, including, but not limited to, planning, training, budgeting, equipment procurement and Dive Team personnel management. The Marine Unit will be responsible for immediate diving response.

B. The Explosive Ordinance Disposal Unit (EOD) will be responsible for coordinating and conducting underwater operations as they relate to suspected underwater hazardous devices. Marine Unit personnel and equipment shall support EOD

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underwater operations as necessary. EOD may also augment the Marine Unit diving operations.

C. SFPD Members not assigned to the Marine Unit may be temporarily assigned to the Marine Unit and may assist EOD divers when needed.

D. The San Francisco Fire Department (SFFD) is responsible for immediate rescue diving operations. The San Francisco Police Department is responsible for evidence recovery to include body recovery. Through inter-agency training, as well as familiarization with equipment and operation protocols, SFPD Dive Team members may supplement SFFD dive operations, and SFFD divers may augment SFPD Dive Team operations.

6.03.03
PROCEDURES

A. <u>Qualifications</u>

The following are considered minimal standards for the San Francisco Police Department Dive Team. Members interested in the Dive Team will be required to submit a memorandum via their Chain of Command to the Commanding Officer of the Homeland Security Unit indicating their interest and qualifications. Interested members must have completed Departmental probation. Applicants must possess an advanced open water SCUBA certification from a nationally recognized SCUBA institution. All Dive Team divers must pass an annual dive physical examination, SCUBA skills evaluation, and general physical fitness evaluation. These requirements are also extended to Dive Team members assigned to EOD.

Additionally, all divers shall successfully complete an annual medical evaluation and receive certification for operation in a SCUBA respirator.

Permanent Marine Unit members assigned to the Dive Team shall have a minimum two year commitment to the assigned position unless a promotional opportunity is awarded.

Externally assigned collateral duty divers are sworn members assigned to other Department Details and work as a Dive Team member as a collateral assignment only. Therefore, this assignment is not subject to nor governed by General Order 11.06 Personnel Transfers.

Test: All divers shall successfully complete a skills assessment prior to participation in Department dive operations. Divers must demonstrate proficiency in the following disciplines: Surface swimming; basic SCUBA gear inspection and operation; proper donning and doffing of equipment, both on the surface and subsurface; and emergency entanglement and out of air procedures.

B. <u>Training and Experience</u>

1. All Dive Team members shall minimally possess a PADI Advanced Open Water (or NAUI, SSI equivalent) certification.

2. Dive Team members shall complete training dives no fewer than 4 times per calendar year, with proficiency testing to be included. Members who fail to meet the minimum number of required dives may be restricted from dive operations or removed from the Team. Unsupervised, non-police recreational dives shall not be used to substitute for qualification dives.

Additionally, each Dive Team member shall have training and experience in the following:

   a. The use of the instruments and equipment appropriate to the diving activity to be conducted, including the operation of sonar equipment and remote operated vehicles.
   b. Techniques of the diving mode (surface supplied air or SCUBA) to be used.
   c. Dive planning and emergency procedures.
   d. Diver rescue techniques and diving related first aid.

3. Dive Team members who are exposed (or control the exposure of others) to hyperbaric conditions shall be trained in diving-related physics and physiology and recognition of pressure related injuries.

C. Medical Requirements

1. The Dive Supervisors shall ensure the divers who are, or are likely to be, exposed to hyperbaric conditions have passed a current physical examination and have been declared medically fit to engage in diving activities.

2. Medical Examinations are also required at:

   a. One year intervals from the date of initial examination of last equivalent examination; and
   b. After an injury or illness requiring hospitalization of more than twenty-four (24) hours; and
   c. After an episode of unconsciousness or other injury related to diving activity.

3. Divers shall immediately notify the Commanding Officer of Homeland Security Unit via Department Memorandum of any medical conditions that require admission to a hospital, renders them potentially unfit to dive, or places themselves or other members of the Dive Team at risk.

D. Personnel

Officer in Charge (OIC): Shall be a Sergeant assigned to the Marine Unit and appointed OIC by the Commanding Officer of HSU. The OIC shall be responsible for

overseeing all dive operations, training, equipment procurement, maintenance, and training certificates and records.

Designated Dive Supervisors: Shall be experienced, nationally certified divers (NAUI, PADI, SSI), and have skills, knowledge and training to safely supervise diving operations. The OIC of the Dive Team will designate a dive supervisor for all dive operations.

Divers: Shall be trained and nationally certified in advanced open water diving (NAUI, PADI, or SSI) and for the diving conditions and equipment being used, and shall have the training, experience, and state of health to participate in diving activities in a safe manner.

E. Equipment

A. Individual divers assigned to the Dive Team shall be issued Department owned and maintained dive equipment. Each diver shall ensure their issued equipment is kept in serviceable condition. The Marine Unit shall maintain records of all Dive Team issued equipment and required service intervals.

B. Personal and non-Department issued dive equipment is not authorized for any Department sanctioned diving operations.

F. Dive Operations

For each dive operation, one individual shall be designated as the dive supervisor. The dive supervisor shall be in an appropriate location at the dive site throughout the entire dive operation. The dive supervisor shall be responsible for all personnel participating in the dive operation.

The dive supervisor has the authority to suspend any dive operation or dive privileges. The dive supervisor shall consider the following criteria:

1. Minimum Personnel:
SCUBA & Surface-Supplied Air Diving
   (a) 1-supervisor (may act as tender)
   (b) 1-diver
   (c) 1-standby diver
   (d) 1-tender

2. SCUBA diving shall not be conducted against currents exceeding 3 knots unless line-tended.

3. A first aid kit (including oxygen) adequate for the diving operation shall be available at the dive location. An SF ICS 206 Form shall be prepared for all open water dive operations.

4. When diving in areas capable of supporting vessel traffic:

    a. A rigid replica of the international code Flag "A" at least one meter in height shall be displayed at the dive location in a manner which allows all round visibility, and shall be illuminated during night diving operations, or
    b. The use of a smaller code flag "A" shall be permitted for shallow diving, commensurate with size of boats, skiffs or other surface floats used in the dive operation, or
    c. A flag and/or other signal required by USCG Captain of the Port shall be displayed to indicate that diving operations are being conducted.
    d. The dive supervisor shall also notify Vessel Traffic Service of any dive operation to be conducted in areas of regular vessel traffic.

5. The San Francisco Police Department Dive Team will authorize a Dive Team member to dive to the depth of 100 feet upon demonstrating and completion of dive training dives at the same depth. A San Francisco Police Department diver operating under the auspices of the San Francisco Police Department should not exceed the members' trained depth while diving, except under exigent circumstances and with the approval of the on-site dive supervisor.

For public safety divers, deep dives are defined as any dive deeper than 90 feet in good visibility and 60 feet in poor visibility (less than 6 feet). Any operational deep dive as previously defined shall not occur without consultation with the Captain/Officer-In-Charge, or their designee, of the Homeland Security Unit.

If the Dive Team is unable to safely complete a dive for any reason (personnel, conditions, environment, equipment, etc.), the Dive Team Supervisor will consult with the Commanding Officer of the Homeland Security Unit in order to determine if an outside agency or vendor should be utilized in order to complete the dive operation.

AYES: Commissioners Taylor, DeJesus, Mazzucco, Hamasaki, Elias, Brookter
ABSENT: Commissioner Hirsch

Very truly yours,

Sergeant Stacy Youngblood
Secretary
San Francisco Police Commission

1211/rct

cc: President A. Montoya/POA
Deputy City Attorney Cabrera