Month ##, 2019

Officer #######
#### Station
############
San Francisco, CA ######

RE: Records Request dated January 1, 2019
Reference # P00####-######

Dear Officer #######:

Prior to January 1, 2019, California Penal Code Section 832.7 protected from public disclosure peace officer personnel records and the information in those records subject to certain narrow exceptions. On September 30, 2018, former Governor Brown signed into law SB 1421, which, effective January 1, 2019, amended Section 832.7 to create additional exceptions to the confidentiality for peace officer personnel records, thus making available to the public a broad range of records that previously could not be disclosed.

These new exceptions relate to specific incidents or determinations, allowing for the public release of:

- the report, investigation, or findings regarding an officer’s discharge of a firearm at a person;
- the report, investigation, or findings regarding an officer’s use of force that results in death or great bodily injury;
- a sustained finding that an officer engaged in sexual assault involving a member of the public; and
- a sustained finding that an officer was dishonest directly relating to the reporting, investigation, or prosecution of a crime, or directly relating to the reporting of, or investigation of misconduct by, another officer. (See Penal Code §832.7(b)(1)(A)-(C).)

The Police Commission may have identified potentially responsive records related to your personnel files.

Records will be carefully reviewed, analyzed and redacted pursuant to Penal Code §832.7(b)(5)(A)-(D) as follows:

- To remove personal data or information, such as a home address, telephone number, or identities of family members, other than the names and work-related information of peace and custodial officers.
- To preserve the anonymity of complainants and witnesses.
- To protect confidential medical, financial, or other information of which disclosure is specifically prohibited by federal law or would cause an unwarranted invasion of personal privacy that clearly outweighs the strong public interest in records about misconduct and serious use of force by peace officers and custodial officers.

The Department may also redact records if there is a specific, articulable, and particularized reason to
believe that disclosure of the record would pose a significant danger to the physical safety of the peace officer, custodial officer, or another person.

Please notify the Police Commission Office, if there is a specific, articulable reason you believe that disclosure of any of the above mentioned records would pose a significant danger to your physical safety or the safety of another person.

If you have any questions or concerns, please call the Police Commission Office at (415) 837-7070.

Sincerely,

Sergeant Jayme Campbell
Office in Charge
Police Commission