Pop-up Network Acceptable Use Statement on Workstations
(Update to DN 20-059)

All SFPD members, sworn and civilian, must acknowledge the acceptable use policy each time they access an SFPD workstation and work issued cell phone. This acceptance is an agreement to follow all department policies when using SFPD equipment. The policy is also stated below.

Members may use Department owned and issued equipment, including computer equipment, mobile phones, laptops or any other electronic devices, for work related purposes only. No member shall use access to e-mail, the Internet, or any computer program for any purpose other than those reasonably necessary for the performance of his or her work assignment. (Penal Code § 502).

Members are specifically prohibited from using e-mail, texting, social media or Internet accounts to access information reasonably considered offensive or disruptive to any member. Offensive content includes, but is not limited to, sexual comments or images, racial slurs, gender-specific comments, or any comments that would reasonably offend someone on the basis of age, sexual orientation, religious or political beliefs, national origins or disability.

Emails, texts, documents and all other content on City-owned computers and smart phones are not private. The Department may monitor, record, access, retrieve, or delete any information, including websites that a member viewed, created, stored, received or sent over the Department's computers, smart phones, internet links or email systems for any reason with or without cause or notice at any time and without the member's permission.

WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.

Safety with Respect