



DEPARTMENT NOTICE

24-117

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Arrests of Department Members: Notification Responsibility

(Update to DN 21-059)

As a reminder per DGO 2.01.03.2.g "General Rules of Conduct", it is the responsibility of every Department member to ensure verbal notification is made to the member's Commanding Officer in the event of the member's off-duty arrest for a felony or a misdemeanor, including misdemeanor traffic violations.

Members shall ensure the notification is made after booking or citation. If the member cannot contact their Commanding Officer, the member shall verbally notify their Supervisor. Supervisors shall contact the Commanding Officer regarding the notification.



This order applies to all members, sworn and professional staff.

A handwritten signature in blue ink that reads "William Scott".

WILLIAM SCOTT
Chief of Police

Per DN 23-152, 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.