21-062
04/07/21

Stop Data Collection System (SDCS) Update
(Supplements DN 20-141)

The purpose of this bulletin is to provide additional instruction to all members regarding the use of the SDCS system and the procedure for which entries shall be made.

It is a reminder to all personnel that all members shall submit data for all stops, including, but not limited to pedestrian, bicycle and vehicle stops. For purposes of this policy, a stop is defined as:

1. Any detention, by a peace officer of a person, or;
2. Any peace officer interaction with a person in which the officer conducts a search

Members shall enter all stop data into SDCS prior to end of their shift, unless exigent circumstances prevent entry, in which case officers shall enter data by the end of their next shift.

Members shall enter their own stop data when they are the initiating, or requesting officer to detain a subject. Members shall not enter stop data into SDCS for other members. If a member assists another member with an investigation or arrest, the member responsible for the initial detention or contact shall enter the stop data, even if they are different from the final investigating officer.

Initial Detention Defined: An initial detention for purposes of this policy refers to the member who observed the core transaction which leads to the stop.

Situational Example: Officer A and Officer B are on patrol. Officer A observes a hand-to-hand narcotics transaction. Officer A directs Officer B to stop the subjects involved in the narcotics transaction. Officer B exits and detains both subjects. Officer A completes the entry into SDCS as the initiating officer of the detention.

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.