



# DEPARTMENT NOTICE

21-019  
02/05/21

## Annual Community Policing Strategy

In 2019, the Department initiated a revision of Department General Order 1.08, Community Policing. The revision was approved by the Police Commission on October 7, 2020, has completed the meet and confer process and is calendared for February 10<sup>th</sup>, for final adoption by the Police Commission. DGO 1.08 defines the Department's Community Policing Vision, Values, Goals and Objectives, which is outlined in the Department's Community Policing Strategic Plan. A component of the Department's overall Community Policing Strategy requires every Bureau, District Station, Unit and Detail to develop a Community Policing Strategic Plan on an annual basis, in order to meet the 5 Goals and 21 Objectives outlined in the SFPD Community Policing Strategic Plan.

[Click Here](#) To View Full SFPD Community Policing Strategic Plan.

The purpose of the Annual Community Policing Plan is to ensure each Bureau, District Station, Unit and Detail has a standard format to document, track and analyze the Department's Community Policing efforts so that the data can be incorporated into policing strategies. Included in this notice is a guide for reference for the Bureaus, District Stations, Units and Details to formulate community policing strategies for each applicable assignment.

DGO 1.08 Section 1.08.05 "Annual Community Policing Plans" establishes policy and procedures to ensure community policing is systematically occurring throughout the entire Department. *As outlined below, each Bureau, District Station, Unit and Detail is responsible for drafting and issuing an Annual Community Policing Strategic Plan.*

### **DGO 1.08.05**

#### **ACCOUNTABILITY**

##### **Annual Community Policing Plans**

- A. *By November 1<sup>st</sup> of each year, Commanding officers of every Bureau, District Station, Unit and Detail shall issue an Annual Community Policing Strategic Plan. This plan outlines how their command will continue to build relationships with local city agencies, community groups, nonprofit organizations, and members of the public for the upcoming year effective on January 1<sup>st</sup> of the following year. Plans should be developed in line with the Department's overall Community Policing Strategic Plan and should reflect input from the community the command serves. The plans will be submitted through the chain of command to the Community Engagement Division. Once approved, plans will be posted on the Department's website by January 1<sup>st</sup>.*

## Policy

Each Bureau, District Station, Unit and Detail shall utilize the below examples as a guide when formulating their Community Policing Strategic Plan. This annual plan shall be submitted to the Community Engagement Division by January 1<sup>st</sup> of each Calendar year. (i.e. Plans submitted on January 1, 2021 will be for the 2021 Calendar year)

## Procedure

1. Annual Community Policing Strategic Plans should have a purpose that supports the Vision, Values, Goals and Objectives of the Department's Strategic Plan 1.0 (DB 18-099) and or the Department's Community Policing Strategic Plan (DB 19-165).

### **Strategic Plan 1.0 Initiatives:**

1. Collaborate
2. Improve Responsiveness
3. Measure and Communicate
4. Strengthen the Department
5. Define the Future

### **Community Policing Goals:**

1. Communication
2. Education
3. Problem -Solving
4. Relationship-Building
5. SFPD Organization

2. The strategic plan should include a Social Media Strategy for outreach and advertisement of events, education, invitations, etc.
3. Each Bureau, District Station, Unit and Detail shall create an After-Action Report once the event has been successfully completed. The After-Action Report should include demographics, goals of the event, and discuss issues for improvement for future events.
4. Community surveys shall also be implemented to obtain community feedback to measure effectiveness.
5. Community Policing Strategic Plans should be forwarded through the respective chain of commands to the Community Engagement Division for review and tracking and publishing onto the Department website as outlined in DGO 1.08.
6. The strategic plan should set goals that are specific, measurable, attainable, relevant, and timely (S.M.A.R.T) and should include topics of discussion and or literature to support the purpose and objectives of the event.

Below is a guide to formulate Community Policing Annual Plans. Community Policing Plans should be tailored to reflect Community Engagement and Community Policing Strategies that are unique to each Assignment.

## Setting Community Policing Strategies That are S.M.A.R.T



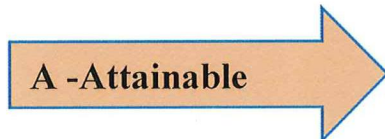
**S -Specific**

The strategy plan should be clear and well defined. What exactly do you want to achieve?



**M -Measurable**

The strategic plan should have the ability to track your progress. Establish clear definitions of goals and objectives to help measure if you are reaching your goal. Use dates, metrics, or data targets such as survey results and CompStat, to quantitatively measure degree of success.



**A -Attainable**

The strategic plan should contain realistic measurable objectives that are possible to achieve by department members and the community. Should include what steps can be taken to reach the objective and outline the exact steps to accomplish the goals.



**R -Relevant**

The strategic plan should be relevant to current issues that are occurring in the city and or district. The plan should answer the question of "How will this help policing in my district, bureau, unit or detail?" The plan should be related to the overall department's mission, aligned with the SFPD Strategic Plan and the SFPD Community Policing Strategic Plan.



**T -Timely**

The goals of the strategic plan should have a target finish time attached. State when you will get it done, being specific on dates or timeframe. The objectives should have end points and checkpoints built into it. To help you and others assess how well something is going before it is finished so that corrections or modifications can be made as needed to make sure the end results meet expectations.

**Example: #1**

Below is a sample Community Policing Annual Plan for the Investigations Bureau.

The Community Policing Annual Plan for the Investigative Bureau will focus on Education- Goal 2: of the Community Policing Strategic Plan. The objective will be to train the community to empower them to improve community safety (Objective 2.1).

Effective community policing shares responsibility for community safety between the police and community members. The Investigations Bureau will share their expertise with the community so that they may work side-by-side to create and maintain safe and vibrant neighborhoods.

**Specific-** The Burglary Unit will host 3 workshops/meetings in partnership with SF Safe and Community Based Organizations (CBOs) to educate the community on preventing residential burglaries. The Burglary Unit will utilize virtual platforms for workshops when restrictions of in person meetings are in place.

**Measure-** These workshops will be held during the first week of February, March, and April. The Burglary Unit will utilize crime data and community survey data to formulate a community oriented policing strategy to address the issues surrounding residential burglaries.

**Attainable-** The Burglary Unit will work with the Crime Strategies Division and the Community Engagement Division to analyze crime and community policing data to identify target issues to address regarding residential burglaries, to share with neighborhoods that are impacted the most. The Burglary Unit will utilize this data to work in partnership with SF Safe and CBOs to formulate community oriented policing strategies to address these relevant issues during these meetings.

**Relevant-** The community oriented policing strategy will be relevant to issues identified. For example, if the data shows that most of the residential burglaries occur within a 5-mile radius of West Portal Station, then the Burglary Unit will work with SF Safe, West Portal Merchants Association, Taraval Foot Beat Officers and Taraval CPAB to host an educational meeting for the West Portal area. The purpose of the meetings will be to, formulate a community oriented policing strategy to address residential burglaries in this area. The strategy will include residential safety tips, formulation of neighborhood - watch groups, and an increase in officer presence in the area, for the benefit of reducing residential burglaries within the area.

**Timely-** The Burglary Unit will host three series meetings during the beginning of February, March, and April. The February meeting will focus on formulating and implementing a community oriented policing strategy to address this issue. The March, and April meetings will focus on assessment of the strategy by looking at the crime and community policing data and making any necessary adjustments to the strategy as deemed necessary. At end of six months of implementing the strategy, the Burglary unit

will conduct an overall assessment to determine if the goals of reducing residential burglaries within the West Portal District were met.

### **Example #2**

Below is a sample Annual Community Policing Strategy for the Special Operations Bureau (SOB)

The community policing strategy for SOB will focus on Relationship Building- Goal 4 of the Community Policing Strategic Plan. SOB will focus on building strong, trusting and respectful relationships between SFPD and the San Francisco Youth. It is our goal to increase visible officer presence in proactive positive engagement with youth outside of calls for service (Objective 4.1).

The Special Operations unit will coordinate, participate or host two youth focused community events that will occur in March and September. SOB will work in partnership with youth focused organization on engagement strategies that are focus on mentoring and educating youth. The goal is to build relationship with the youth outside of calls for service to promote more positive interaction with youth, for the purpose of establishing relationships and trust.

These events will focus on the history and purpose of the mounted unit. We will host a fun tour of the Horse Stable to allow the children to interact with the horse to build trust and reinforce positive interaction with the youth.

After the March event, SOB will survey each participant and utilize the survey data to determine if the goals of trust and relationship building were achieved and make any necessary adjustments to the strategy for the September event.

### **Example #3**

Below is a sample Annual Community Policing Strategy for Bayview Station.

The community policing strategy for the Bayview District will focus on Problem-Solving Goal 3: of the Community Policing Strategic Plan by collaboratively identifying and developing responses to local issues and concerns with individuals, community-based organizations, and city services.

Bayview Station has identified cyber bullying as a local issue that effects the youth of our district. Bayview station will work in partnership with BMAGIC to host a series of 3 anti-cyber bullying workshops in an effort to reduce cyber bullying in the Bayview district. These workshops will occur in January, May, and September. These workshops will focus on formulating strategies with youth on ways to recognize, prevent and report cyber bullying.

At the end of each workshop, Bayview station will survey the participants to evaluate if the goal of reducing cyber-bullying in the Bayview was achieved.

District Stations may also refer to FOB unit order 20-04 Annual Community Policing Strategic Plans, for additional guidance.



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](mailto:sfpd.writtendirectives@sfgov.org) who will provide additional information.*