



DEPARTMENT NOTICE

24-001

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Cancellation of Watches Off and Use of Discretionary Time Off 2024

(Supersedes DN 23-017)

Discretionary Time Off & Watches Off for **all full duty members available for squads** are cancelled for officers, sergeants, and inspectors due to anticipated personnel needs for the following:

- Saturday, June 29, 2024 Pink Saturday
- Sunday, June 30, 2024 Pride Parade
- Tuesday, December 31, 2024 New Year's Eve

In anticipation of large deployments and in the interest of providing members with as much notice as possible, the above list of cancellation of watches off have been added to this department notice.

All members will be required to report for duty, except for personnel with an authorized preapproved vacation or who are off FMLA.

USE OF DISCRETIONARY TIME OFF: Commanding Officers shall not authorize discretionary time off (VA, OU, EH, FHF, FH, PE, LH, etc.) for any member during the listed dates below.

- Sunday, May 26, 2024 Carnaval
- Thursday, July 4, 2024 Independence Day Events
- Saturday, October 5 thru Sunday, October 6, 2024 Fleet Week
- Thursday, October 31, 2024 Halloween

Commanding Officers **shall forward all** vacation requests that include **any** of the above listed dates to the appropriate Bureau Chief for approval.

If sufficient staffing is not obtained for any event, watches off could be cancelled in reverse seniority to properly staff those events. The use of discretionary time off will be re-instated once appropriate staffing has been obtained for the event. If the Department is notified of the cancellation of events due to Public Health Orders, the Department will rescind no time off allowed orders.

AC *David Lopez*
 WILLIAM SCOTT *WSS*
 Chief of Police

Per DN 23-152, all sworn & non-sworn Members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to sfpd.writtendirectives@sfgov.org, who will provide additional information.

Safety with Respect