



DEPARTMENT NOTICE

25-069

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Downgrading Property Crime Calls for Service

The purpose of this Department Notice is to introduce a new procedure that allows Sergeants or higher-ranking members to downgrade certain calls for service over the radio from an A to a B priority or a B to a C priority. Downgrading calls to INFO only is not authorized. The authority to downgrade calls for service is currently limited to the below listed property crime codes. Supervisors remain able to call the supervisor bridge and request review and the potential downgrade of any other code.

Codes Covered By This Policy

100	Alarm	496	Stolen Property
100A	Alarm – Audible Burglary Alarm	594	Malicious Mischief/Vandalism
459	Burglary	595	Malicious Mischief/Graffiti
470	Fraud	851	Stolen Vehicle
487	Grand Theft	852	Auto Boost/Strip
488	Petty Theft		

The SFPD is assuming responsibility for downgrading decisions. Supervisors shall review each call for service prior to making a downgrading decision if applicable.

Among the factors that should be considered prior to downgrading a call for service include:

- The safety of all parties involved (reportees, victims, etc.)
- Suspect has fled the scene and immediate apprehension is unlikely
- Potential loss of evidence
- All other relevant factors should be considered on a case-by-case basis

PAUL YEP

Interim 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