



# Surveillance Impact Report

Fire Department  
Security Cameras

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As required by San Francisco Administrative Code, Section 19B, departments must submit a Surveillance Impact Report for each surveillance technology to the Committee on Information Technology ("COIT") and the Board of Supervisors.

The Surveillance Impact Report details the benefits, costs, and potential impacts associated with the Department's use of surveillance cameras.

## DESCRIPTION OF THE TECHNOLOGY

The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values health, wellness and cultural diversity and is free of harassment and discrimination.

In line with its mission, the Department shall use security cameras only for the following authorized purposes:

*Authorized Use(s):*

1. Live monitoring.
2. Recording of video and images in the event of an incident.
3. Reviewing camera footage.
4. Providing video footage/images to law enforcement or other authorized persons following an incident.

Prohibited use cases include any uses not stated in the Authorized Use Case section.

Further, processing of personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, gender, gender identity, disability status, or an individual person's sex life or sexual orientation, and the processing of genetic data and/or biometric data for the purpose of uniquely identifying an individual person shall be prohibited.

Department technology may be deployed in the following locations, based on use case:

- Fire Department Bureau of Equipment/Ambulance Deployment Facility
- Fire Department Division of Training

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## Surveillance Oversight Review Dates

COIT Review: March 18, 2021

Board of Supervisors Review: August 4, 2021

## Technology Details

The following is a product description:

Security Cameras are installed at Department facilities. The surveillance cameras are used to protect against theft or vandalism of the Department's property at a number of locations. They are necessary to ensure that critical functions are secure and operational at all times. Currently the Department has installed Illustra Pro Series 2MP mini-dome outdoor camera.

### A. How It Works

To function, the camera system has been installed and fences and walls of the Department's property, The camera system records video of some of the Department's critical facilities. The video is stored, and in the event of an incident of theft or vandalism, staff will review the recorded video to determine if it has captured the incident.

Data collected or processed by security cameras will not be handled or stored by an outside provider or third-party vendor on an ongoing basis. The Department will remain the sole Custodian of Record.

## IMPACT ASSESSMENT

The impact assessment addresses the conditions for surveillance technology approval, as outlined by the Standards of Approval in San Francisco Administrative Code, Section 19B:

1. The benefits of the surveillance technology outweigh the costs.
2. The Department's Policy safeguards civil liberties and civil rights.
3. The uses and deployments of the surveillance technology are not based upon discriminatory or viewpoint-based factors and do not have a disparate impact on any community or Protected Class.

The Department's use of the surveillance technology is intended to support and benefit the residents of San Francisco while minimizing and mitigating all costs and potential civil rights and liberties impacts of residents.

### A. Benefits

The Department's use of security cameras has the following benefits for the residents of the City and County of San Francisco:

- Education
- Community Development

Health      Protect safety of staff, patrons, and facilities while promoting an open and welcoming environment.

- Environment

Criminal Justice

Review video footage after a security incident; provide video evidence to law enforcement or the public upon request by formal process, order, or subpoena.

Jobs

Housing

Other

## B. Civil Rights Impacts and Safeguards

The Department has considered the potential impacts and has identified the technical, administrative, and physical protections as mitigating measures:

The San Francisco Fire Department strives to mitigate all potential civil rights impacts through responsible technology and associated data use policies and procedures. All other uses, including surveillance of San Francisco residents or groups, are expressly prohibited.

To protect data from potential breach, misuse or abuse that may result in civil rights impacts, data is maintained on secure, department-owned servers as well as secure cloud environments. Only persons authorized to utilize the raw data may access the information.

Data will not be collected, disseminated or retained solely for the purpose of monitoring activities protected by the U.S. Constitution, such as the First Amendment's protections of religion, speech, press, assembly, and redress of grievances (e.g., protests, demonstrations).

Collection, use, dissemination, or retention of data should not be based solely on individual characteristics (e.g., race, ethnicity, national origin, sexual orientation, gender identity, religion, age, or gender), which is a violation of the law.

## C. Fiscal Analysis of Costs and Benefits

The Department's use of surveillance cameras yields the following business and operations benefits:

<b>Benefit</b>	<b>Description</b>
<input checked="" type="checkbox"/> Financial Savings	Department Security Camera Systems will save on building or patrol officers.
<input checked="" type="checkbox"/> Time Savings	Department Security Camera Systems will run 24/7, thus eliminating building or patrol officer supervision
<input checked="" type="checkbox"/> Staff Safety	Security cameras help identify violations of Department Patron Code of Conduct and provide assurance that staff safety is emphasized and will be protected at their place of employment.

X Data Quality Security cameras run 24/7/365 so full-time staffing is not required to subsequently review footage of security incidents. Data resolution can be set by level and is currently set to high resolution.

Number of FTE (new & existing)	No FTEs	
Classification	N/A	
	<b>Annual Cost</b>	<b>One-Time Cost</b>
Software	<b>\$0</b>	\$0
Hardware/Equipment	\$0	\$5,198.17
Professional Services	\$0	\$0
Training	\$0	\$0
Other (installation)	\$0	\$12,763.00
<b>Total Cost</b>	<b>\$0</b>	<b>\$17,961.17</b>

The Department funds its use and maintenance of the surveillance technology through its general fund operating budget.

**COMPARISON TO OTHER JURISDICTIONS**

Security cameras are currently utilized by other governmental entities for similar purposes.

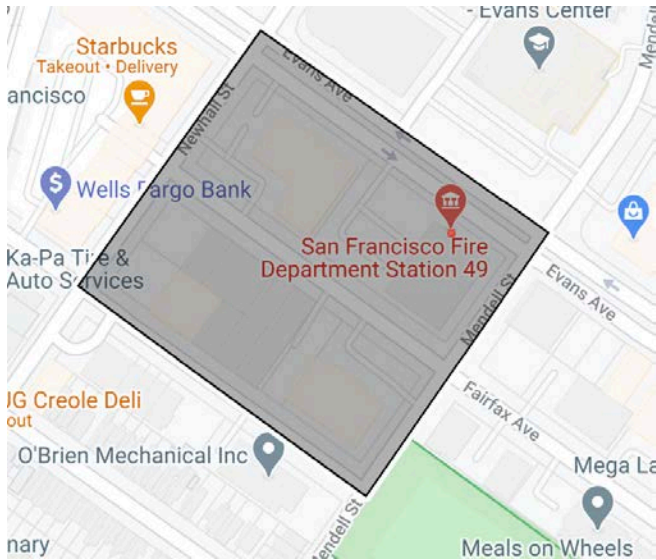
## APPENDIX A: Crime Statistics

Department: Fire Department

Section 19B requires each department in their Surveillance Impact Report to respond to the following question if applicable, "the general location(s) [of the surveillance technology] may be deployed and crime statistics for any location(s)."

The Fire Department operates a total of 5 Security Cameras at the following locations:

- 1415 Evans Avenue, San Francisco, CA

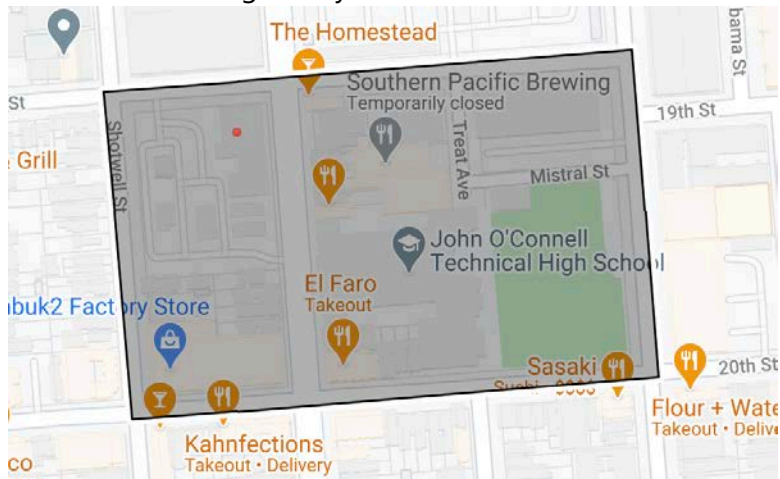


[Image description: The image shows a screenshot of the Fire Department Station 49 building.]

Incident Category	Number of SFPD Incidents	Percent
Assault	1	0.027027
Burglary	5	0.135135
Courtesy Report	1	0.027027
Disorderly Conduct	1	0.027027
Forgery And Counterfeiting	1	0.027027
Fraud	1	0.027027
Larceny Theft	6	0.162162
Lost Property	4	0.108108
Malicious Mischief	2	0.054054
Motor Vehicle Theft	3	0.081081
Non-Criminal	2	0.054054
Other Miscellaneous	3	0.081081
Recovered Vehicle	1	0.027027
Suspicious Occ	1	0.027027
Traffic Violation Arrest	1	0.027027

Warrant	2	0.054054
Weapons Offense	2	0.054054

- Division of Training facility at 19<sup>th</sup> Street and Folsom Street



[Image description: The image shows a screenshot of a mapped area around the Fire Department Division of Training building.]

Incident Category	Number of SFPD Incidents	Percent
	1	0.005236
Assault	6	0.031414
Burglary	14	0.073298
Disorderly Conduct	4	0.020942
Drug Offense	4	0.020942
Fraud	4	0.020942
Larceny Theft	41	0.21466
Lost Property	2	0.010471
Malicious Mischief	12	0.062827
Miscellaneous Investigation	1	0.005236
Missing Person	1	0.005236
Motor Vehicle Theft	16	0.08377
Non-Criminal	7	0.036649
Other	1	0.005236
Other Miscellaneous	28	0.146597
Other Offenses	2	0.010471
Prostitution	9	0.04712
Recovered Vehicle	1	0.005236
Robbery	2	0.010471
Suspicious Occ	6	0.031414
Traffic Violation Arrest	10	0.052356

Vandalism	2	0.010471
Vehicle Impounded	2	0.010471
Warrant	11	0.057592
Weapons Carrying Etc	3	0.015707
Weapons Offense	1	0.005236

Information on crime statistics in this are is provided by the San Francisco Police Department. All information obtained through the San Francisco Open Data Portal: <https://datasf.org/opendata/>

In addition, the department maintains an internal incident log which is available upon request.