SAN DIEGO POLICE DEPARTMENT
ORDER

DATE/TIME: OCTOBER 2, 2026 1400 HOURS

NUMBER: OR 26-30

SUBJECT: FLOCK METADATA DOCUMENTATION

SCOPE: ALL MEMBERS OF THE DEPARTMENT

DEPARTMENT PROCEDURE AFFECTED: DP 1.51

Portions of this document are deemed by the San Diego Police Department to be exempt from public disclosure because the public interest served by not disclosing the information clearly outweighs the public interest served by disclosure, pursuant to California Government Code section 7922.000.

Metadata is required for all searches on the Flock Safety Automated License Plate Recognition interface. The metadata is used to validate proper access to the system during auditing and to provide information during investigations and court proceedings.

All Department members who use the Flock Safety Automated License Plate Recognition interface **shall document the FULL valid case number or FULL valid event number of the crime related to the search in the "Case Number" field. Additionally, users shall specify the crime type the vehicle is believed to be related to in the "Offense Type" drop-down field.** A search shall be crime or qualifying incident specific. (e.g., the search in Flock for a vehicle shall be related to the case or event listed in the "Case Number" field.) Supporting information may also be added in the "Reason" field to assist with court testimony at a later date, such as the type of crime and other pertinent data.

If the user is conducting a search for another California agency, the user shall enter the requesting agency's case or event number in the "Case Number" field and note the requesting agency name in the beginning or end of the case number field.

Officers shall follow the Department's ALPR Use Policy.

The San Diego Police Department only shares ALPR data with other California law enforcement agencies for legitimate law enforcement purposes, with the San Diego City Attorney or the San Diego District Attorney in connection with legal proceedings, or in response to a valid California court or judicial order.

SDPD shall not:

- Share data with private entities or out-of-state or federal agencies, including out-of-state and federal law enforcement agencies, in accordance with Senate Bill 34.

- This includes a prohibition of voluntarily sharing ALPR images or data with Immigration and Customs Enforcement (ICE), Border Patrol, or any other law enforcement agency for the purpose of enforcing immigration laws, as required by California Government Code section 7284.6 – The California Values Act.

- This also prohibits sharing ALPR images or data with any federal task forces.

- Release ALPR images or data to aid in the prosecution of an individual for providing, obtaining or assisting in the provision or obtention of an abortion or any reproductive care, in accordance with California Penal Code 423.2, the California FACE Act and Penal Code 13778.2.

- Sell ALPR data obtained or received by SDPD.

Audits shall be conducted weekly, in compliance with the Transparent and Responsible Use of Surveillance Technology Ordinance, Use Policy for Automated License Plate Recognition Technology, Department Procedure 1.51, and Department Procedure 1.45 - Use of City/Department Computer Systems. **If a user fails to include, <u>at a minimum</u>, a valid and full case number or event number, and an Offense Type related to the license plate being queried, the user's account will be flagged and disabled until they have received remediation training from the Real Time Operations Center staff, or an investigation has been completed.**

In the event the use of the Flock system has produced a successful outcome, e.g., recovery of property, identification or apprehension of a suspect, closure of a crime series or investigation, location of a missing person or child, or creation of a workable lead, fill out the ALPR Outcomes for Investigators per TB 26-06, ALPR Outcomes for Investigators.

If you have any questions or to report successful outcomes for the use of FLOCK, please contact **(Redacted – record exempt)**

Please read at squad conferences and give a copy to all personnel.