



Our Mission- Who We Are

The San Francisco War Memorial & Performing Arts Center manages, maintains and operates safe, accessible, world-class venues to promote cultural, educational and entertainment opportunities in a cost-effective manner for enjoyment by the public, while best serving the purposes and beneficiaries of the War Memorial Trust.

Our facilities include the War Memorial Opera House, War Memorial Veterans Building, Louise M. Davies Symphony Hall and Harold L. Zellerbach Rehearsal Hall.

The buildings of our campus are a cornerstone of San Francisco's historic Civic Center district and are home to the San Francisco Opera, San Francisco Ballet and San Francisco Symphony.



The Veterans Building

The Veterans Building includes public assembly venues like the **Herbst Theatre**, the **Green Room** and the **Atrium Theater**.

In addition, the Veterans Building houses **Grants for the Arts** offices, **San Francisco Arts Commission** administrative offices and **Main Gallery** and **San Francisco Opera** offices and **Costume Shop**.

The building also contains offices and meeting rooms for **American Legion Posts** and other veterans' membership organizations, as well as administrative offices of veterans service organizations such as **Swords to Plowshares**.



Veterans Building Surveillance Camera System

The Veterans Building Surveillance Camera System consists of the following components:

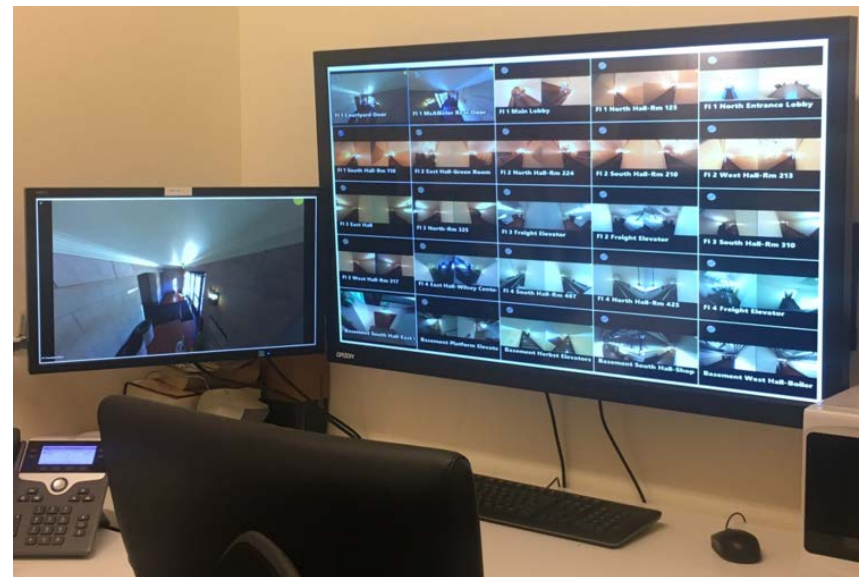
Mobotix S15D FlexMount Dual Cameras



Rasiliant ApplianceStor90 Server



Avigilon Control Center Server v6.8.6.4 Software



Purpose and Function

In line with its mission, the War Memorial Security Division utilizes the Veterans Building Surveillance Camera System to **increase security officer capacity directly related to public safety**. The technology enhances the Department's ability to **provide a safe and welcoming environment to patrons, visitors and staff**.

The technology's primary functions are to provide **live views** and **record video footage** to a dedicated, secure server. The system is comprised of multiple cameras connected by data cables and infrastructure to the server. The footage is recorded on the server and stored for a limited amount of time.

Surveillance cameras are located in public areas of all floors in the Veterans Building. Additional cameras are planned for public interior and exterior areas of the Veterans Building.

Authorized Use Cases

- Live monitoring
- Review video footage/images in the event of an incident
- Provide video footage/images to law enforcement or other authorized persons following an incident

Data collection

The surveillance technology collects the following data types and formats:

Data Types	Formats	Classification Level
Facial and other physical images	AVE, AVI, PNG, JPEG, TIFF, PDF	Level 3
Timestamp reflecting date and time footage was recorded	AVE, AVI, PNG, JPEG, TIFF, PDF	Level 3

Data sharing

Data is shared with **SFPD** when requested for the investigation and/or prosecution of a criminal case. Data shall be disclosed to the **City Attorney's Office** in response to an official request.

Surveillance technology data is only shared with **other departments of the City and County of San Francisco** which are, therefore, also **subject to the City's Surveillance Technology Policy Ordinance and its requirements**.

Data Access and Training

Access to live views and recorded footage is restricted to specific **trained Security and IT personnel**. Recorded footage is accessed only **in response to an incident**.

User training includes instruction in the operation of the system to **view live images** and to **access and search recorded footage**. Directions are provided regarding **appropriate and inappropriate uses** of live images and footage. Training is performed by **experienced Security staff or IT staff**.

Data Retention and Deletion

Veterans Building Surveillance Camera System data has a standard retention period of **30 days**.

This retention period is established in order to provide sufficient time for the **discovery and report of an incident** by tenants, staff or members of the public.

Data may be downloaded and stored separately for a longer period for the purpose of ongoing **investigations or litigation** following an incident.

Retention is set to a 30 day limit using **settings in Avigilon** surveillance camera software.

Questions

