



Surveillance Impact Report

War Memorial
Tenant/Contractor Security Cameras

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 the San Francisco Symphony (hereinafter "Tenant/Contractor") Security Camera System.

DESCRIPTION OF THE TECHNOLOGY

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.

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

Authorized Use(s):

1. Live monitoring.
2. Reviewing camera footage in the event of an incident.

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

Further, Department 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.

Tenant/Contractor technology may be deployed in the following locations, based on use cases:
Tenant/Contractor surveillance cameras are located in public and office/work areas of Davies Symphony Hall and associated grounds.

Technology Details

The following is a product description of the Tenant/Contractor Surveillance Camera System:

Cameras: AXIS, MODELS P3327-LV, P3227-LVE, P3807-PVE

Server: EXACQVISION IP04-30T-R2A 30-TB NVR

Software: EXAQ EVIP-01 PROFESSIONAL

Vendor: G4S

A. How It Works

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.

Department utilizes the technology by monitoring live views at a Security workstation on Tenant/Contractor provided equipment, and by reviewing images or footage provided by Tenant/Contractor in the event of incident.

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.
- Jobs
- Housing
- Other Better management of city assets by leveraging remote condition assessment. Improvement of overall situational awareness.

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:

War Memorial believes Tenant/Contractor security cameras pose potential risks to civil liberties in respect to dignity loss and loss of liberty.

An individual could be embarrassed or experience emotional distress if cameras capture behaviors, appearances, or circumstances by which they might feel humiliated. Examples include views of someone exhibiting an emotional outburst, a person's clothing or hair being disheveled, or someone having their physique ridiculed or leered at. Risks for loss of dignity are reduced by restricting access to live views, as well as any recorded footage shared with Department by Tenant/Contractor, to a limited number of trained Security staff. In addition, live camera views provided to Department staff do not pan, tilt or zoom, thus removing possible temptation for system operators to use those features to follow or enhance views of individuals. Audio is also not recorded or enabled.

Loss of liberty could potentially occur if a person were to be misidentified as the perpetrator of a crime or other incident, making them subject to wrongful arrest. An innocent person might be similar in appearance to someone who committed an offense. Surveillance images could reinforce other circumstantial evidence tying the wrong person to a criminal incident. As an example, someone might be wearing clothing like clothing worn by someone seen leaving an office where a theft had just occurred. Loss of liberty risks due to misidentification of a subject in surveillance video is mitigated by restricting access to live views and any recorded footage shared with Department by Tenant/Contractor to a limited number of trained personnel.

C. Fiscal Analysis of Costs and Benefits

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

Benefit	Description
<input checked="" type="checkbox"/> Financial savings	Department's use of Tenant/Contractor Security Camera Systems will save on building or patrol officers.
<input checked="" type="checkbox"/> Time savings	Tenant/Contractor Security Camera Systems will run 24/7/365, thus reducing or 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.

The total fiscal cost, including initial purchase, personnel and other ongoing costs:

FTE (new & existing)			
Classification			
	<i>Annual Cost</i>	<i>Years</i>	<i>One-Time Cost</i>
Total Salary & Fringe	0	0	0
Software	0	0	0
Hardware/Equipment	0	0	0

Professional Services	0	0	0
Training	0	0	0
Other	0	0	0
Total Cost [Auto-calculate]			
2.1 Please disclose any current or potential sources of funding (e.g. potential sources = prospective grant recipients, etc.). ^{SIR, ASR}			
No cost to Department. Tenant/Contractor owns, operates and maintains security camera system and associated equipment.			
The Department funds its use and maintenance of the surveillance technology through Annual Operating Budget.			
COMPARISON TO OTHER JURISDICTIONS			
Surveillance Camera Technologies like the Tenant/Contractor Surveillance Camera System are currently utilized by other governmental entities for similar purposes.			
APPENDIX A: Mapped Crime Statistics			
<i>The general location(s) security cameras may be deployed and crime statistics for any location(s):</i>			
Tenant/Contractor surveillance cameras are located in public and office/work areas of Davies Symphony Hall and associated grounds.			
Crime statistics for SFPD Northern Station region are attached and can be found online here: https://www.sanfranciscopolice.org/sites/default/files/2021-01/SFPDCompstat.20210111.pdf or https://www.sanfranciscopolice.org/stay-safe/crime-data/crime-reports			