



SACRAMENTO POLICE DEPARTMENT GENERAL ORDERS



210.09 RACIAL AND IDENTITY PROFILING ACT (RIPA) COMPLIANCE 10/11/2023

PURPOSE

The purpose of this order is to establish procedures for the collection of data pursuant to California Government Code § 12525.5, under the Racial and Identity Profiling Act (RIPA).

POLICY

It shall be the policy of the Sacramento Police Department (SPD) to collect and report data to the California Department of Justice in accordance with RIPA, which requires officers to complete an entry for each individual detained or searched during a call for service or self-initiated activity, including pat-down and consensual searches, as prescribed in the RIPA regulations, California Code of Regulations, title 11, § 999.224, et seq.

PROCEDURE

A. GENERAL

1. SPD personnel shall comply with RIPA reporting requirements.
2. SPD personnel shall not use or release any RIPA data unless authorization has been given by the chief of police or designee.
3. Officers shall not include any personal identifying information of the stopped persons or unique identifying information about themselves in any explanation data fields.

B. RESPONSIBILITIES

1. Officers shall:
 - a. Complete a RIPA entry for every individual meeting any of the following:
 - (1) Detained
 - (2) Searched
 - (a) Including pat-down and consensual searches
 - (b) Anytime a search is conducted, a detailed justification for the reason of the stop and why the subject was searched shall be recorded in the narrative box on the "Reason" screen.
 - b. Complete the RIPA entries by end of watch (Officers should when feasible complete RIPA entries prior to clearing their call for service).
 - c. Ensure the RIPA button in the MDT is pressed for every entry that will be made.
 - d. Ensure the "no RIPA owed" button in the MDT is pressed if no entries are required.
 - e. Advise dispatch over the radio when a RIPA entry will be made, or if no RIPA entries are required, if an MDT is not available.
 - f. Email the RIPA coordinator and their supervisor when the RIPA button is pressed inadvertently.
2. The RIPA coordinator shall:
 - a. Generate and send a bi-weekly RIPA compliance report to all sworn employees identifying those officers who are missing a RIPA entry.
3. Supervisors shall:
 - a. Review the bi-weekly compliance report for their teams and address any missing RIPA entries that are incomplete or missing.
 - b. Ensure officers complete all missing RIPA entries during their next shift when a missing entry is identified.
 - c. Generate and review the RIPA details crystal report to ensure all calls have RIPA comments entered for their respective employees at the request of the executive lieutenant or designee on a case-by-case basis.
 - (1) Any questions or issues with the generating or review of the report shall be directed to the Professional Standards Unit.



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4. Communications Center shall ensure remarks voiced on calls regarding RIPA are attached to the CAD call.