



# Surveillance Impact Report

OnSight Portable License Plate Reader  
Public Works

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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 OnSight Portable License Plate Reader.

## DESCRIPTION OF THE TECHNOLOGY

The Department’s mission is: We Care for and build the City's assets for the People of San Francisco.

In line with its mission, the Department uses OnSight Portable License Plate Reader to Keeping the streets clean is a major challenge with ongoing illegal dumping. The License plate reader will allow us to capture illegal dumping and follow up with the bad actors.

Public Works shall use OnSight Portable License Plate Reader only for the following authorized purposes:

*Authorized Use(s):*

To follow up on illegal dumping onto City Streets
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The following use cases are expressly prohibited.

- Anything outside of illegal dumping cases .

Department technology is located District 10.

## TECHNOLOGY DETAILS

The following a is product description of OnSight Portable License Plate Reader IR/Starlight Hybrid Camera Sensor. 21"l x 15"W x 9"D Weight 25lbs.

### A. How It Works

To function, OnSight Portable License Plate Reader Powered by solar with a battery, it captures data from vehicles in day or night to read the license plate. A 12 MM camera lens is paired with a LTE SIM Card to record the license plate information for a maximum of 30 days.

All data collected or processed by OnSight Portable License Plate Reader will be handled or stored by an outside provider or third-party vendor on an ongoing basis. Specifically, data will be handled by V5 Systems to ensure the Department may continue to use the technology.

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## Surveillance Oversight Review Dates

COIT Review: September 17, 2020

Board of Supervisors Review: August 4, 2021

## 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:

- A. The benefits of the surveillance technology outweigh the costs.
- B. The Department's Policy safeguards civil liberties and civil rights.
- C. 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 [Technology name] has the following benefits for the residents of the City and County of San Francisco:

- Education
- Community Development
- Health

- Environment

Illegal dumping affects adjacent neighbors and businesses. This will allow us to catch and prevent future illegal dumping in these neighborhoods.

- Criminal Justice
- Jobs
- Housing
- Other

Additional benefits include:

- Easily deployed to any outdoor environment without need for trenching. Can be used on either A/C or solar power. Web based user interface for easy accessing of information.

### *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:

Data will only be looked at if illegal dumping occurs. Data will only be used if violation occurs. No data on other individuals will be looked at, or used.

Authorization to review the footage will come from the Deputy Director of Operations in form of written approval for reviewing of the footage. Cameras will only be placed in an

area capturing images of an identified, documented illegal dumping location. Any incidental information seen will not be kept or used

The placement of these cameras is intended to improve the quality of life in the community and will only be placed in areas where we have a clear illegal dumping problem that is impacting the community.

Hotspots of illegal dumping are identified through the following sources:

- 311
- Employee observations
- Email complaints from constituents

*C. Fiscal Analysis of Costs and Benefits*

The Department's use of OnSight Portable License Plate Reader yields the following business and operations benefits:

Benefit	Description
<input checked="" type="checkbox"/> Financial savings	It would be very costly to pay for humans to sit at night to catch illegal dumpers
<input type="checkbox"/> Time savings	
<input checked="" type="checkbox"/> Staff safety	We won't have to put staff in direct harm confronting illegal dumpers, won't have to have staff working at night in remote locations.
<input checked="" type="checkbox"/> Improved data quality	The camera lens provides accurate license plate data. If we were relying on a human they might misread the plate during low-light conditions.
<input type="checkbox"/> Other	

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

FTE (new & existing)	.01, .1, .1		
Classification	1042, 1093, 1010, 7281, 7345, 0941, 0954		
	<b>Annual Cost</b>	<b>Years</b>	<b>One-Time Cost</b>
Total Salary & Fringe	\$30,403.34	5	\$5,740.8
Software	\$0	0	\$0
Hardware/Equipment	\$0	0	\$99,000

Professional Services	\$0	0	\$0
Training	\$0	0	\$0
Other	\$0	0	\$10,000
Total Cost [Auto-calculate]	\$114,740.8		
2.1 Please disclose any current or potential sources of funding (e.g. potential sources = prospective grant recipients, etc.). <sup>SIR, ASR</sup>			
add-back funding from D10 Supervisor			

The Department funds its use and maintenance of the surveillance technology through add-back funding from D10 Supervisor.

**COMPARISON TO OTHER JURISDICTIONS**

OnSight Portable License Plate Reader are currently utilized by other governmental entities for similar purposes.

**APPENDIX A: Surveillance Impact Report Requirements**

The following section shows all Surveillance Impact Report requirements in order as defined by the San Francisco Administrative Code, Section 19B.

1. Information describing the Surveillance Technology and how it works, including product descriptions from manufacturers.

Powered by solar with a battery, it captures data from vehicles in day or night to read the license plate. A 12 MM camera lens is paired with a LTE SIM Card to record the license plate information for a maximum of 30 days.  
 IR/Starlight Hybrid Camera Sensor. 21"lx15"Wx9"D Weight 25lbs

2. Information on the proposed purpose(s) for the Surveillance Technology.

Keeping the streets clean is a major challenge with ongoing illegal dumping. The License plate reader will allow us to capture illegal dumping and follow up with the bad actors.  
 Easily deployed to any outdoor environment without need for trenching. Can be used on either A/C or solar power. Web based user interface for easy accessing of information.

3. If applicable, the general location(s) it may be deployed and crime statistics for any location(s).

District 10

4. An assessment identifying any potential impact on civil liberties and civil rights and discussing any plans to safeguard the rights of the public.

Data will only be looked at if illegal dumping occurs. Data will only be used if violation occurs. No data on other individuals will be looked at, or used.

5. The fiscal costs for the Surveillance Technology, including initial purchase, personnel and other ongoing costs, and any current or potential sources of funding.

Number of FTE (new & existing)	.01, .1, .1
Classification	1042, 1093, 1010, 7281, 7345, 0941, 0954
Total Salary & Fringe	\$5,740.8
Software	\$0
Hardware/Equipment	\$99,000
Professional Services	\$0

Training	\$0
Other	\$10,000
Total Cost [Auto-calculate]	\$114,740.8

add-back funding from D10 Supervisor

6. Whether use or maintenance of the technology will require data gathered by the technology to be handled or stored by a third-party vendor on an ongoing basis.

Handled by third-party vendor, ongoing:  true

Vendor name:

Special data handling required:  true

7. A summary of the experience, if any, other governmental entities have had with the proposed technology, including information about its effectiveness and any known adverse information about the technology such as anticipated costs, failures, or civil rights and civil liberties abuses.

**APPENDIX B: Mapped Crime Statistics**

The general location(s) it may be deployed and crime statistics for any location(s):

District 10