



Surveillance Impact Report

Department of Technology
Unmanned Aircraft Systems (Drones)

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 Unmanned Aerial Vehicle (UAV) or Drone Technology.

DESCRIPTION OF THE TECHNOLOGY

The Department's mission is: To provide innovative, reliable, and secure business solutions that support and empower City agencies and departments in their delivery of high-quality government services for the public.

In line with its mission, the Department uses Unmanned Aerial Vehicles or Drone Technology to:

1. The Department of Technology's video channel SFGovTV provides the public critical information about government and civic life program through cable channels and web streaming. Drone technology will allow SFGovTV to produce improved video programming. Specifically, drone technology will allow the station to capture of video and still photographs as elements of the City video productions program.

Technology shall use Unmanned Aerial Vehicle or Drone Technology only for the following authorized purposes:

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| <ol style="list-style-type: none">1. The drone technology is authorized for use during Video production, specifically the capture of video stills and photographs as elements of SFGovTV's video productions. The completed videos will be broadcast on SFGovTV's cable channels and made available on the station's YouTube account. Marketing and promotional videos created for other City departments may also feature drone footage or photographs. |
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Prohibited use cases involve any uses not stated in the Authorized Use Case section.

Use of drone technology to intentionally capture images of a personal nature will always be prohibited.

Department Technology's Unmanned Aerial Vehicles or Drones will be used wherever outdoor footage may provide public with added understanding of City operations, such as parks, plazas and other facilities.

Surveillance Oversight Review Dates

COIT Review: July 17, 2020

Board of Supervisors Review: August 4, 2021

Technology Details

The following is a product description of Drones or Unmanned Aerial Vehicles:

- Mavic 2 Pro with Hasselblad Camera: Made in Sweden, Hasselblad cameras are renowned for their iconic ergonomic design, uncompromising image quality, and Swedish craftsmanship. Since 1941, Hasselblad cameras have captured some of the world's most iconic images – including the first moon landing. Co-engineered in partnership with Hasselblad after two years of tireless research, the Mavic 2 Pro comes equipped with the all-new Hasselblad L1D-20c camera. The L1D-20c possesses Hasselblad's unique Hasselblad Natural Colour Solution (HNCS) technology, helping users to capture gorgeous 20-megapixel aerial shots in stunning color detail.

A. How It Works

To function, Unmanned Aerial Vehicle or Drone Technology Drone technology incorporates unmanned, remotely operated aircraft with onboard visual recording equipment, for the purpose of capturing images from an aerial perspective.

Data collected or processed by Unmanned Aerial Vehicle or Drone Technology will not be handled or stored by an outside provider or third-party vendor on an ongoing basis. The Department will remain the sole Custodian of Record.

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:

- The benefits of the surveillance technology outweigh the costs.
- The Department's Policy safeguards civil liberties and civil rights.
- 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 Drone technology has the following benefits for the residents of the City and County of San Francisco:

- Education
- Community Development
- Health
- Environment

Criminal Justice

Jobs

Housing

Other

Civic Engagement SFGovTV's use of drone technology will allow residents to have an improved view of City operations and civic life.

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:

DT strives to mitigate all potential civil rights impacts through responsible technology and associated data use policies and procedures and intends to use drones and their associated data exclusively for the aforementioned authorized uses cases. All other uses, including surveillance of San Francisco residents or groups, are expressly prohibited.

Department policy stipulates that drone operators/pilots are not authorized to intentionally capture data that can identify individuals. Auto license plate information shall also not be deliberately captured.

To mitigate the risk of potential embarrassment, emotional distress, self-censorship or diminished civic engagement by SF residents whose personal information may be unintentionally captured, DT will require the "scrubbing" or otherwise obscuring/blurring (through use of image editing software) any collected data of facial images, license plates or other personally identifiable information unintentionally captured by aerial drones.

All collected data, irrespective of the location of data capture or the identifying characteristics of captured persons, is subject to the same scrubbing processes and procedures. The image software scrubbing process obscures and blurs all data using either built-in AI recognition settings or through manual efforts by software operator.

To protect drone data from potential breach, misuse or abuse that may result in civil rights impacts, data is maintained on secure, department-owned servers. Only persons authorized to utilize the raw data may access the information and are required to maintain records of access by completing the drone data access log described in section 3.23. Only data that has been edited to remove PII will be used in SFGovTV programming.

To further protect data and any personal resident information captured by a drone, all raw data will be permanently erased after it has been processed and edited to blur or obscure human features and license plate information. To mitigate any potential impacts to residents' physical safety or economic loss through property damage, all DT drone operators receive pilot training and are required to sign the Department's Drone Use Policy.

C. Fiscal Analysis of Costs and Benefits

The Department's use of Drones or Unmanned Aerial Vehicles yields the following business and operations benefits:

Benefit	Description
X Financial Savings	Drones will be far more cost effective than alternative methods of original aerial photography. By mitigating the need for traffic control, expensive scaffolding/swing stage or other equipment, and other means that can be done manually, Drones minimize labor costs.
X Time Savings	Drones do not require as much time for set-up as other aerial alternatives.
X Staff Safety	Drones expose staff to much less risk than alternatives such as constructing and climbing scaffolding or manned aircraft.

Data Quality

Number of FTE (new & existing)	0.2 FTE		
Classification	Media Production Specialist (1767)		
	Annual Cost	Years	One-Time Cost
Total Salary & Fringe			\$33,850
Software			
Hardware/Equipment			\$2,500
Professional Services			
Training			\$1,800
Other			
Total Cost	\$36,350		

The Department funds its use and maintenance of the surveillance technology through

- Staff time devoted to video programming produced using drones will be charged to departments/agencies for which programming is being produced.

COMPARISON TO OTHER JURISDICTIONS

Drones or Unmanned Aerial Vehicles are currently utilized by other governmental entities for similar purposes.