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PAUL DAVID HENDERSON  
EXECUTIVE DIRECTOR

January 26, 2026

To: President C. Don Clay  
Members, San Francisco Police Commission

Re: SFPD Fourth Quarter 2025 Document Protocol Report

Dear President Clay and Commissioners:

This letter supplements the San Francisco Police Department's 2025 fourth quarter report concerning documents requested by DPA under the DPA-SFPD document protocol. In compliance with the established protocol, Chief of Investigations Erick Baltazar reviewed and discussed the Department's 2025 fourth quarter report with Lieutenant William Heppler, the Officer in Charge of the Legal Division.

During the fourth quarter of 2025, the DPA made 304 document requests. Of the 304 document requests, 35 requests were untimely produced. SFPD requested extensions for nine (9) document requests in a timely manner. Two (2) requests for juvenile records were denied, and two (2) other requests were denied due to open investigations. Another request was denied, citing that the records were sealed. Thirteen (13) requests remained open at the end of the fourth quarter.

Sincerely,

Paul Henderson  
Executive Director