

1 [Public information officers; emergency service.]

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3 **Ordinance amending the San Francisco Administrative Code by adding Section 7.20, to**  
4 **require all City public information officers to attend annual training in emergency**  
5 **communications to be provided by the Department of Emergency Management,**  
6 **require the Department of Emergency Management to prepare a plan for coordinating**  
7 **and directing the activities of public information officers during a local emergency, and**  
8 **restate the responsibilities of public information officers as disaster service workers.**

9 Note: Additions are *single-underline italics Times New Roman*;  
10 deletions are *strikethrough italics Times New Roman*.  
11 Board amendment additions are double underlined.  
Board amendment deletions are ~~strikethrough normal~~.

12 Be it ordained by the People of the City and County of San Francisco:

13 Section 1. The San Francisco Administrative Code is hereby amended by adding  
14 Section 7.20, to read as follows:

15 **SEC. 7.20. EMERGENCY COMMUNICATIONS TRAINING FOR PUBLIC INFORMATION**  
16 **OFFICERS.**

17 *(a) All persons employed by the City as public information officers shall sign an annual*  
18 *affidavit or declaration stating under penalty of perjury that they have attended or will attend when*  
19 *next offered, a training session on emergency communications, to be held at least once annually. The*  
20 *affidavit or declarations shall be maintained by the Department of Human Resources and shall be*  
21 *available as a public record. The Department of Emergency Management, Division of Emergency*  
22 *Services Annual shall provide the annual training sessions on emergency communications, either*  
23 *directly or through a provider approved by the Department.*

24 *(b) No later than May 1, 2008, the Department of Emergency Management, Division of*  
25 *Emergency Services, shall prepare and submit a plan for coordinating and directing the activities of*

1 departmental public information officers during a local emergency. The Division of Emergency  
2 Services shall submit the plan to the Mayor, the Board of Supervisors, and the Disaster Council for  
3 their review and comments.

4 (c) Public information officers are, by virtue of their employment with the City, also disaster  
5 service workers and during a declared state of local emergency may be required to serve as such on  
6 days and at times other than their normal work schedules.

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10 APPROVED AS TO FORM:  
DENNIS J. HERRERA, City Attorney

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12 By: \_\_\_\_\_  
13 THOMAS J. OWEN  
Deputy City Attorney

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