

1 California Code of Regulations

2 Title 11, Division 1

3 Chapter 7.6: Regulations for the Fair and Accurate Governance of Shared Gang Database

4 Systems

5 **Article 1. General**

6 **§ 770. Title and Scope.**

7 This Chapter shall be known as the “Department of Justice Regulations for the Fair and Accurate  
8 Governance of Shared Gang Database;” and may be cited as such and referred herein as “these  
9 regulations.” Commencing on January 1, 2020, the provisions of these regulations shall govern  
10 any shared gang database in the state of California except those excluded by subdivision (b) of  
11 Penal Code section 186.34. These regulations do not apply to the CalGang database system;  
12 those shall be regulated by Chapter 7.5 of the California Code of Regulations, title 11, sections  
13 750 to 767.

14  
15 Note: Authority cited: Section 186.36, Penal Code. Reference: Sections 186.34, 186.35, and  
16 186.36, Penal Code.

17  
18 **Article 2. Definitions**

19 **§ 770.5. Definition of Key Terms.**

20 (a) “Access” means the ability to view, query, add, delete, or retrieve records in a shared gang  
21 database.

22 (b) “Agency” means any law enforcement agency, excluding the California Department of  
23 Justice.

24 (c) “Audit” means the process of objective examination of a shared gang database pertaining to  
25 the maintenance of intelligence files – as well as the examination of a statistically valid sample  
26 of randomly selected records to determine whether the shared gang database is in compliance  
27 with these regulations.

28 (d) “Contact” means any lawful interactions between a person and a peace officer.

29

- 1 (e) “Criminal Predicate” means that there exists a “reasonable suspicion” based on the analysis  
2 of legally obtained information that the subject of the information is or may be involved in  
3 definable criminal conduct and/or activity that supports, encourages, or otherwise aids definable  
4 criminal conduct.
- 5 (f) “Database” means any shared gang database.
- 6 (g) “Department” means the California Department of Justice.
- 7 (h) “Dissemination” means the sharing of criminal intelligence among law enforcement  
8 authorities in any agency or agencies on a need to know, right to know basis.
- 9 (i) “Gang Associate” means a person, not a gang member, who meets with or is seen with a  
10 gang member(s) on a regular or periodic basis, and who contributes to, or derives a benefit from  
11 the gang including, but not limited to, active involvement in gang activities.
- 12 (j) “Gang Member” means a person who identifies himself/herself by adopting a group identity,  
13 which s/he uses to create an atmosphere of fear or intimidation by frequently employing one or  
14 more of the following: a common name, slogan, identifying sign, symbol, tattoo or other physical  
15 marking, hand sign or graffiti.
- 16 (k) “Need to know” means a state of facts that supports the legitimacy of access to specific  
17 intelligence by a person with a right to know. The need to know must be pertinent to and  
18 necessary to the performance of a specific law enforcement activity.
- 19 (l) “Offense consistent with gang activity” means either those offenses that are listed in  
20 subdivision (e) of Penal Code section 186.22; Penal Code sections 186.26, 186.28, 186.30; or  
21 those offenses committed with the intent to enhance or preserve the criminal street gang’s power,  
22 reputation, and economic resources.
- 23 (m) “Purge” means the elimination of any record from a shared gang database and/or any  
24 printed form of the record when it is no longer in compliance with Article 9 of this chapter.
- 25 (n) “Reasonable suspicion” means that state of known information which establishes sufficient  
26 facts to give a trained law enforcement or criminal investigative agency officer, investigator or  
27 employee a basis to believe that there is a reasonable possibility that a person or an organization  
28 is involved in a definable criminal activity or enterprise.

29

1 (o) “Record” means information contained in a shared gang database that pertains to a  
2 particular person.

3 (p) A “reliable source” may be, but is not limited to, a law enforcement officer, family  
4 member, friend, neighbor, associate, crime victim, or fellow gang member or associate. The  
5 source’s information is deemed reliable unless proven otherwise through the course of  
6 investigation, audits, the judicial process, and/or testimony.

7 (q) “Right to know” is the status of being a person or entity engaged in a law enforcement  
8 activity that, because of official capacity and/or statutory authority, may have access if there is a  
9 need to know. The “right to know” must be in the performance of a law enforcement activity.

10 (r) “Source document” means documentation that supports an entry made to a shared gang  
11 database. Such documents may include, but are not limited to, arrest reports, field interview  
12 cards, photographs, and jail records.

13 (s) “System Administrator” means a person with administrative oversight of a shared gang  
14 database who acts as a leader by organizing, providing training, technical support, and  
15 coordinating information collection activities of other agencies.

16 (t) “System misuse” is unauthorized access or misuse of data in a shared gang database.

17 (u) “Unauthorized access” means access by a person who does not have a need to know or a  
18 right to know.

19 (v) “User Agency” means a law enforcement agency that has access to a shared gang database.

20  
21 Note: Authority cited: Section 186.36, Penal Code. Reference: Sections 186.22, 186.34, 186.36,  
22 and 13101, Penal Code.

23  
24 **Article 3. Access to a Shared Gang Database and Dissemination of Intelligence.**

25 **§ 771. Access to a Shared Gang Database.**

26 (a) Access is not automatically granted to all employees of a participating Agency, rather its  
27 use shall be limited to sworn officers and persons listed within subdivision (k) of Penal Code  
28 section 186.36.

1 (b) A shared gang database shall be accessible to an Agency that has undergone the training  
2 prescribed by section 772 of these regulations.

3  
4 **§ 771.5. Proxy Access to Information Contained in a Shared Gang Database.**

5 (a) A user may release information from a shared gang database only to an Agency that  
6 demonstrates a right to know and a need to know.

7 (1) The user that disseminates the information shall capture pertinent information either  
8 within the shared gang database or in another secure location that identifies the requesting  
9 Agency and the reason for its request. Paragraph (2) of this section provides a list of the  
10 identifying information the user shall collect.

11 (2) The user shall require the requesting Agency to provide the following information:

12 (A) First and last name of the requestor.

13 (B) ID number (badge number or other identifier unique to this requestor only).

14 (C) Email of the requestor.

15 (D) Agency the requestor represents.

16 (E) Telephone number of the requestor.

17 (F) The reason for the search.

18 (G) The court case number, if any exists. This shall only be included if it does not  
19 compromise an active criminal investigation or the health or safety of a minor.

20 (H) The direct report number, report number, incident number, or any corresponding  
21 number that would identify which source document the person was referenced within.

22 (b) A user shall not release information to an Agency pursuant to subdivision (a) on a regular  
23 basis. If an agency requests access to information more than XX times a month, the user shall  
24 refer the requesting Agency to its System Administrator to inquire about gaining access to the  
25 shared gang database pursuant section 771 of these regulations.

26 (c) Nothing in subdivision (a) limits section 778 of these regulations or Penal Code sections  
27 186.34 and 186.35.

28  
29 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29

**Article 4. Training, Exam, and Requirements to be an Instructor.**

**§ 772. User Training.**

(a) Training shall only be conducted by an approved instructor. Requirements to become an approved instructor are set forth in section 773 of these regulations.

(b) At a minimum, instruction from an approved instructor shall address the following:

(1) Definition of a criminal street gang, gang member, and gang associate.

(2) Accepted gang member and gang associate criteria.

(3) Definition and explanation of criminal predicate and reasonable suspicion.

(4) Local, state and federal statutes and policies regarding criminal intelligence information.

(5) Physical, technical security and data dissemination.

(6) Practical, hands-on system usage.

(7) Best practices for gathering criminal intelligence.

(8) Best practices for mitigating the entry and dissemination of false or incorrect information.

(9) Notification, responses to inquiries, and removal guidelines in accordance with Articles 7, 8 and 9 of this chapter.

(10) Any policies, procedures, guidelines pertinent to the specific shared gang database being accessed.

(11) Consequences of system misuse.

(12) Consequences of the unauthorized use of data.

(A) Such consequences may include, but are not limited to, affecting immigration proceedings and the denial of employment, housing, military, and public benefits.

(13) Each user shall review its Agency’s specific training on implicit bias.

(14) How a User Agency shall document sharing information with non-User Agencies that request information from a shared gang database.

(c) Additional training hours may be added by the training instructor or System Administrator.

1 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

2  
3 **§ 772.5. Initial Exam Information and Recertification Exam.**

4 (a) Once instruction is completed, all users shall be tested on the curriculum described in  
5 subdivision (b) of section 772 in a manner prescribed by the training instructor or the System  
6 Administrator.

7 (b) Every 24 months after the date of certification or recertification, all users shall take and  
8 pass a recertification exam.

9 (c) The System Administrator shall allow a user no more than three opportunities to retake the  
10 exam. If the user fails to pass the exam after three opportunities, the user's access shall be  
11 suspended. Once the user's access is suspended, the user shall contact the System Administrator  
12 to complete a refresher training. The System Administrator shall restore access once the user  
13 passes the recertification exam.

14  
15 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

16  
17 **§773. Requirements to Become an Approved Instructor.**

18 (a) Approved instructors shall be graduates of the training outlined in subdivision (b) of section  
19 772, and they shall be tested in system proficiency. Instructors shall take an approved course of  
20 instruction that will provide an in-depth familiarization with all system applications, intelligence  
21 file guideline requirements, proper use, and any additional administrative requirements.

22 (b) Recertification training of approved instructors by a training instructor or System  
23 Administrator shall include, but not be limited to, system changes or updates and new mandates  
24 and regulations.

25  
26 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

27  
28 **Article 5. Designation Criteria for Entry into a Shared Gang Database.**

1 **§ 773.5. Criteria for a Person to be Designated as a Suspected Gang Member or a**  
2 **Suspected Gang Associate.**

3 (a) A suspected gang member or a suspected gang associate may initially be entered into a  
4 shared gang database and designated as a gang member or a gang associate when at least two of  
5 the gang related criteria listed below are found to exist through investigation, based on the law  
6 enforcement officer's reasonable suspicion and training, provided that the gang's existence is  
7 documented in the database. The existence of all criteria shall be supported by source  
8 documents. Gang related criteria are:

9 (1) The person has admitted to being a gang member or gang associate. The law  
10 enforcement officer shall document what was said.

11 (2) The person has been arrested for an offense consistent with gang activity.

12 (3) The person has been identified as a gang member or a gang associate by a reliable  
13 source.

14 (4) The person has been seen associating with persons meeting the criteria for entry into  
15 the shared gang database.

16 (5) The person directs another person who is already in the shared gang database to  
17 commit a criminal act that furthers the interest of the criminal street gang.

18 (6) The person has been seen displaying symbols and/or hand signs tied to a specific  
19 criminal street gang. The law enforcement officer shall document the specific symbols  
20 and/or hand signs that are tied to the criminal street gang.

21 (7) The person has been seen at one or more gang locations. The law enforcement officer  
22 shall document the specific location or locations and how they are tied to the specific  
23 criminal street gang.

24 (8) The person has been seen wearing a style of dress or accessories that are tied to a  
25 specific gang criminal street gang. The law enforcement officer shall document the  
26 specific items and how they are tied to the specific criminal street gang.

27 (9) The person has tattoos, marks, scars, or branding indicating criminal street gang  
28 membership. The law enforcement officer shall document a description of the tattoos,  
29 marks, scars, or branding and the location of each on the person's body.

1 (b) The existence of criteria may be determined as a result of information learned or observed  
2 by law enforcement on separate occasions.

3 (c) Any entries of information into the shared gang database subsequent to the suspected gang  
4 member's or suspected gang associate's designation require only one criterion to be present. If  
5 the initial entry has purged, a person shall only be entered into the database if at least two  
6 separate criterion in subdivision (a) are met.

7 (d) For the purpose of entering a person into a shared gang database, a user shall not designate  
8 the person as a suspected gang member or a suspected gang associate of a criminal street gang if  
9 that criminal street gang does not exist within the database.

10 (e) A tattoo, mark, scar, or branding located in the same place on a person's body and was used  
11 previously to satisfy the criterion set forth in paragraph (9) of subdivision (a) shall not be used as  
12 a criterion again unless the tattoo tied to that criterion has been purged from the shared gang  
13 database.

14 (f) If a person has multiple tattoos, marks, scars, or brandings that are the same or similar, and  
15 each one of those tattoos, marks, scars, or brandings is on a different location on the person's  
16 body, each tattoo, mark, scar, or branding may be used to satisfy the criterion set forth in  
17 paragraph (9) of subdivision (a) multiple times during one occasion. However, each one of those  
18 tattoos, marks, scars, or brandings shall only be documented to meet that criterion once each, and  
19 cannot be re-entered into the database as a criterion on subsequent occasions, unless the tattoo,  
20 mark, scar, or branding tied to that criterion has been purged from the shared gang database

21

22 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

23

24 **§ 774. Criteria for a Person to be Designated as a Suspected Gang Associate.**

25 (a) A suspected gang associate shall not be entered into a shared gang database unless that  
26 person is tied to a suspected gang member.

27 (b) A person shall be classified as a suspected gang associate if, in addition to meeting the  
28 requirement in subdivision (a), the person meets the requirements set out in subdivision (a) of  
29 section 773.5 of this chapter.



1  
2 **§ 774.5. Criteria for an Organization to be Designated as a “Criminal Street Gang.”**

3 (a) An organization shall only be designated as a criminal street gang and entered into the  
4 database if it meets the definition provided in subdivision (a) of Penal Code section 186.34.

5 (b) Upon conducting an audit of a shared gang database, if a System Administrator discovers  
6 that an organization designated as a criminal street gang contains less than three members, the  
7 System Administrator shall purge the organization and its associated records from the database.

8  
9 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

10  
11 **Article 6. Supervisory Review and Deleting a Record.**

12 **§ 775. Supervisory Review Process.**

13 Prior to any entry into any shared gang database, all criminal street gang intelligence data shall  
14 be reviewed by the appropriate supervisory classification pertinent to the organizational structure  
15 of the User Agency. The review shall determine that the criminal street gang intelligence data  
16 was not obtained in violation of any applicable Federal, State or local law, policy or ordinance.

17  
18 **§ 775.5. User Agency’s Discretion to Delete Unsupported Records.**

19 (a) At its discretion, a User Agency that entered a specific record and/or criteria may manually  
20 delete a person’s entire record and/or criteria if:

21 (1) During self-auditing the User Agency finds that the supporting documents are  
22 missing or incomplete.

23 (2) The User Agency finds that the record is not in compliance with Article 9 of this  
24 chapter.

25 (3) The User Agency can show other good cause for its removal. In order to remove a  
26 record and/or criteria under this subdivision, the User Agency shall contact its System  
27 Administrator for approval.

28 (b) If the record to be deleted has additional contacts and reports from other Agencies, the  
29 deleting Agency shall send a written authorization to the Agency that originally designated the

1 subject in the system. The written authorization shall convey the deleting Agency's intent to  
2 delete the person's record.

3  
4 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

5  
6 **Article 7. Notification of Inclusion in Shared Gang Database.**

7 **§ 776. Notifying a Person of Inclusion in a Shared Gang Database.**

8 (a) Pursuant to subdivision (c) of Penal Code section 186.34, a person shall be notified of  
9 inclusion in a shared gang database prior to being entered into the database.

10 (b) Any notice may, at the discretion of the User Agency delivering the notice, be delivered in  
11 person at the time of contact, or to the mailing address provided by the person at the time of  
12 contact. In addition to the requirements set forth under subdivision (c) of Penal Code section  
13 186.34, a written notice required thereunder shall clearly indicate:

14 (1) Whether the person is designated as a suspected member or a suspected associate.

15 (2) The basis for the designation.

16 (3) A description of the process to contest designation, including the name of the User  
17 Agency to contact.

18 (4) User Agencies issuing the notice may include the name of the gang that the person is  
19 connected to in the database.

20 (c) A User Agency shall maintain a record of the delivery of each notice. Each record shall  
21 contain:

22 (1) The name of the recipient of the notice.

23 (2) The date the notice was sent to the recipient.

24 (3) If the notice was undeliverable, the User Agency shall document the date it received  
25 the "returned to sender" notification and retain a copy of the notification in its files.

26 (d) The notice requirement shall be satisfied upon the first attempt if the notice is not returned  
27 to sender as undeliverable. If the notice is returned as undeliverable after the first attempt, the  
28 notice requirement will only be satisfied if:

29 (1) The User Agency has no alternative method to contact that person; and

1       (2) The User Agency complied with the documenting requirements set out in subdivision  
2       (b) of this section.

3       (e) The notice requirement will not be satisfied on the first attempt if the notice fails to be  
4       delivered and the agency possesses more than one method of contacting the person. In such a  
5       situation, the agency shall make a second attempt to deliver the notice to the recipient and it shall  
6       use a different method of contact than the one that was used for the first attempt. The agency  
7       shall document both attempts as set out in subdivision (d) of this section.

8       (f) A User Agency shall not send notification letters to places of employment, schools, or  
9       places of higher education.

10  
11       Note: Authority cited: Section 186.36, Penal Code. Reference: Sections 186.34, and 186.36,  
12       Penal Code.

13  
14       **§ 776.5. Notifying a Transient Person of Inclusion.**

15       In the event that a person is transient or has no physical address, the notice shall be provided at  
16       the time of contact. The notice shall be in writing and shall be documented as a part of the  
17       contact.

18  
19       Note: Authority cited: Section 186.36, Penal Code. Reference: Sections 186.34, and 186.36,  
20       Penal Code.

21  
22       **§777. Retention Period for Notifications of Inclusion.**

23       An agency shall maintain copies of all notification letters that were issued pursuant to  
24       subdivision (c) of Penal Code section 186.34, and any other related documents, for the length of  
25       time that an person's record is housed in the shared gang database. Other related documents  
26       include, but are not limited to, records that indicate when the notice was sent to the person and if  
27       the notice was returned to sender.

1 Note: Authority cited: Section 186.36, Penal Code. Reference: Sections 186.34, and 186.36,  
2 Penal Code.

3  
4 **Article 8. Information Requests and Responses Pertaining to a Shared Gang Database.**

5 **§ 777.5. Information Requests and Verifying the Identity of the Requesting Party.**

6 (a) Each Agency may develop a verification of identity form that the Agency may use to  
7 determine whether the information request is made by an authorized person.

8 (b) If an Agency chooses to develop a verification of identity form, the form may seek  
9 information verifying the requesting person's name, address, date of birth, driver license number,  
10 state identification number, or state bar number. The Agency shall not have the authority to  
11 request a copy of a birth certificate or a proof of citizenship document to satisfy its written  
12 verification of identity requirement.

13  
14 **§ 778. An Agency's Response to an Information Request.**

15 (a) An Agency shall respond to an information request in writing. An Agency's response to an  
16 information request pursuant to subdivision (d) of Penal Code section 186.34 shall include:

17 (1) Verification that the request was received and the date of its receipt.

18 (2) Whether the person is designated as a suspected gang member or a suspected gang  
19 associate.

20 (3) The basis for the designation.

21 (4) A reference to Penal Code section 186.35 as regarding the person's right to petition  
22 the court to review the designation.

23 (5) A description of the process to contest designation, including the name of the Agency  
24 to contact.

25 (6) Agencies issuing the notice may include the name of the criminal street gang that the  
26 person is connected to in the database.

27 (b) If an Agency receives an information request concerning a person who has a record in the  
28 shared gang database, the responding Agency shall contact the User Agency that created the

1 entry to ensure that the requested information's release does not compromise an active criminal  
2 investigation or the health or safety of a minor.

3 (c) If responding to an information request would compromise an active criminal investigation  
4 or the health and safety of the person, if the person is under 18 years of age, the Agency that  
5 received the request shall not provide a response.

6 (1) If an Agency decides to provide no notice, it shall document why the notice was not  
7 sent and maintain this documentation until the entry pertaining to that person is purged out  
8 of the shared gang database.

9  
10 Note: Authority cited: Section 186.36 of the Penal Code. Reference: Sections 186.34, and  
11 186.36, Penal Code.

12  
13 **Article 9. Retention of Records, Purging, and Source Documents.**

14 **§ 778.5. Retention Period for Records.**

15 (a) A record shall be retained in a shared gang database for up to five years, and upon  
16 termination of the retention period, the record shall be purged from the database.

17 (b) If additional criteria is added to a record in a shared gang database, the five-year retention  
18 period will be reset to begin on the date of entry of such additional criterion.

19  
20 **§ 779. Retention Period for Information Requests and Responses.**

21 (a) An agency shall maintain copies of all information requests and responses for the length of  
22 time that a person's record is housed in the shared gang database.

23  
24 Note: Authority cited: Section 186.36 of the Penal Code. Reference: Sections 186.34, and  
25 186.36, Penal Code.

26  
27 **§ 779.5. Source Documents.**

1 (a) A User Agency that enters any information into a shared gang database shall maintain all  
2 source documents to show that there is adequate support for each entry. The source documents  
3 shall be retained for the same period as the record they support.

4 (b) Photographs are permitted to be used with source documents only if they are legally  
5 obtained.

6 (c) At any time the source documents are found to be missing or incomplete to adequately  
7 support a criterion, the User Agency shall remove the unsupported criterion.

8 (1) Removal shall be conducted within 30 days from the date the User Agency discovered  
9 that the source documents were lacking or inappropriate.

10 (2) If a record in the database contains both adequate and inadequate source documents,  
11 the record shall remain in the database, on the basis of the adequate source documents if  
12 there is enough information present to satisfy the criteria requirement pursuant to section  
13 773.5 of these regulations.

14 (d) Each agency shall establish a process to audit the source documents that the agency relied  
15 upon to either create a new record or to add additional criteria to a person's record in the shared  
16 gang database.

17  
18 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

19  
20 **Article 10. Audits**

21 **§ 780. Audits.**

22 (a) The System Administrator shall conduct annual audits to determine whether an  
23 organization designated as a criminal street gang meets the criteria described section 774.5. A  
24 record of a criminal street gang that does not satisfy the threshold of having three or more  
25 members shall be purged within 30 calendar days upon completion of the audit.

26 (b) At least once a year, the System Administrator shall conduct audits on a statistically valid  
27 sample of randomly selected records. Any records and/or criteria found to be out of compliance  
28 with these regulations shall be purged within 30 calendar days of completion of the audit.

29 (c) Audits of a shared gang database shall ensure that:

1 (1) Each record has a minimum of two criteria that are adequately supported by source  
2 documents.

3 (2) Organizations designated as criminal street gangs shall have no less than three  
4 members in the shared gang database.

5 (3) While auditing, a System Administrator shall verify that each criminal street gang has  
6 three or more documented members across the shared gang database and is supported by  
7 adequate source documents.

8 (4) The purge date is in compliance with the time period provided in Article 9 of this  
9 chapter.

10 (d) In addition to the annual audit required in this section, User Agencies may audit their own  
11 records and purge any record that does not meet the criteria for entry or does not have supporting  
12 documents.

13  
14 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.34 and 186.36, Penal  
15 Code.

16  
17 **Article 11. Information Sharing and Disclosures.**

18 **§ 780.5. Information Sharing and Disclosures.**

19 (a) Shared gang database records are not intended to be relied upon to form an opinion of gang  
20 membership or substitute actual expertise regarding criminal street gangs. Records shall not be  
21 attached to, or referenced, in any report, with the exception of statistical reports pursuant to  
22 subdivision (d). When a reference is necessary, such documents shall only reflect that the  
23 information was obtained from a law enforcement source.

24 (b) Records contained in a database shall not be disclosed for purposes of enforcing federal  
25 immigration law, unless required by state or federal statute or regulation, or for the denial of  
26 employment, military, housing, and public benefit purposes.

27 (c) Users of a database are not prohibited or restricted from sending to, or receiving from,  
28 federal immigration authorities, information regarding the citizenship or immigration status,  
29 lawful or unlawful, of a person or from requesting from federal immigration authorities

1 information regarding a person's immigration status, maintaining such information, or  
2 exchanging such information with any other federal, state, or local government entity, pursuant  
3 to Sections 1373 and 1644 of Title 8 of the United States Code.

4 (d) All requests for statistics shall be submitted in writing to the System Administrator and may  
5 be released through an approval process deemed appropriate by the System Administrator of the  
6 shared gang database from which the information is being requested.

7  
8 **§ 781.5. Sharing Information through Printing and Other Mediums.**

9 (a) Printing privileges may be granted at the discretion of each System Administrator. Users  
10 shall demonstrate a compelling need to print before print privileges are extended.

11 (b) Users requesting printing privileges shall make such requests in writing to the System  
12 Administrator. If a System Administrator grants printing privileges, the System Administrator  
13 shall provide the approval in writing and maintain a record of those persons who have printing  
14 privileges.

15 (c) Each Agency shall ensure that any printed copies of intelligence and investigation  
16 information is afforded security to prevent unauthorized access to or misuse of the data.

17 (d) Disseminated documents no longer needed shall be destroyed.

18 (e) A user is prohibited from using any other tool, including but not limited to, taking  
19 photographs, screenshots, or using computer or cellular phone applications, that would enable a  
20 user to copy database information.

21  
22 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

23  
24 **Article 12. Equipment Security and Missing Equipment Notification**

25 **§ 782. Equipment Security and Missing Equipment Notification.**

26 (a) Measures shall be taken to place terminals and equipment that transmit or receive database  
27 information in an area with physical security. This will provide protection from theft, damage,  
28 vandalism, or sabotage, and preclude access to confidential information by unauthorized



1 personnel. This includes protection from the unauthorized viewing of any information that is  
2 displayed on the actual terminals/devices or manually stored/printed data at all times.

3 (b) User Agencies shall notify the System Administrator in writing within one business day of  
4 any missing equipment that could potentially compromise the confidentiality of the shared gang  
5 database.

6  
7 Note: Authority cited: Section 186.36, Penal Code. Reference: Section 186.36, Penal Code.

8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29