



San Francisco Sheriff's Department

Sheriff's Work Alternative Program (SWAP) Participant Rules

Violation of any rule may result in sanctions,
including removal from program and/or placement in the county jail.

Participant must:

- Obey all orders by any Sheriff's Department employee or civilian work supervisor.
- Obey all federal, state and local laws.
- Notify SWAP deputy of any arrest or citation no later than the next day after it occurs.
- Submit to a search of his/her person, residence, automobile or property under their control by any sworn employee at any time and/or submit to a drug or alcohol test upon request.
- Not smoke while working.
- Not possess any weapon, alcohol or non-prescribed drug.
- Report to the SWAP program at 71 Morris Street, San Francisco for work by 8:00 AM on each day the person is assigned to work.
- Report to SWAP in appropriate work clothes suitable for the weather, including rain gear when needed. No shorts, capris, skirts, dresses or open toed footwear or footwear with a heel higher than one inch are allowed.
- Wear SWAP vest at all times unless directed to wear something else by staff.
- You may have your phone in your possession but it must be turned off except during your authorized meal break or with prior permission of a sworn employee. Participant may not listen to music, take pictures, play games, make calls, record sound, write emails or do anything else with his/her electronic device while he/she is performing SWAP duties.
- You cannot make any auditory or visual records while working SWAP.
- Not enter any commercial establishment unless given specific permission.
- Attend classes or presentations when directed Sheriff's Department staff.

I understand and agree to all rules listed and understand that failure to follow all the rules may result in me not receiving credit for the day, being removed from the program, a forfeiture of all fees and/or returned to custody.

Date: _____

Participant Name (print): _____

Participant Signature: _____