



**BAY AREA RAPID TRANSIT POLICE DEPARTMENT**  
Kevin Franklin, Chief of Police  
101 8<sup>th</sup> Street  
Oakland, CA 94604-2688  
[www.bart.gov/police](http://www.bart.gov/police)

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## MEMORANDUM

**TO:** Chief Kevin Franklin via the Chain of Command  
**FROM:** Lieutenant Wendy Sanchez  
**DATE:** February 3, 2025  
**SUBJECT:** Policy Updates for BPCRB review

The Policy Review Committee met and approved the following policy for department review and acceptance. Please provide the necessary notification to the BPCRB at your convenience. The modifications to the policies are included below:

**Policy 1020 Personnel Complain** – CA POST adopts regulation defining “biased conduct,” pursuant to Penal Code § 13510.6

**Policy 402 Bias-Based Policing** – CA POST adopts regulation defining “biased conduct,” pursuant to Penal Code § 13510.6, defined

**Policy 806 Records Division** – updated Records Bureau responsibilities for AFS entries and validation per DOJ

**Policy 344 Report Preparation** – update required reporting of firearm recoveries, juvenile intake forms and probable cause declarations procedures for Santa Clara County.

**Policy 1046 Uniform Regulations** – updated for consistency, rename sections, and updated Uniform and Equipment Specifications Manual.

Respectfully,

A handwritten signature in black ink that reads "Wendy Sanchez". The signature is written in a cursive, flowing style.

Wendy Sanchez #21  
Lieutenant Support Services  
Bay Area Rapid Transit Police Department

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## Lexipol Release Notes

### **1046 Uniform Regulations:** October 2025

As part of ongoing quality maintenance of manual content, this policy has been completely revised. All updates should be accepted to avoid mixing old and new content, which could result in conflicting or confusing policies. If any customization is needed, you may do so during the update process. If you choose to reject any portion of this policy, customization will be necessary. Before processing any updates, you should select the PDF "Compare Current to New Lexipol Update" document for a "strike out" version. Changes to this policy include:

- The title of this policy has changed from **Uniform Regulations** to **Uniforms and Civilian Attire** to better reflect the content of the policy.
- **PURPOSE AND SCOPE** has been updated for consistency with other policies in your manual, policy references have been added, capitalization been updated, and some content has been moved to **POLICY**.
- **POLICY** has been added as a new section for consistency with other policies in your manual. KMS automatically adds all new sections to the bottom of the policy so as not to alter any agency-specific customization. To move the new section to the location Lexipol recommends (below **PURPOSE AND SCOPE**), first accept all updates. Then, while in the edit mode, hold the cursor over **POLICY**, right-click for options, and select the option "Move." The section titles will appear. Select **PURPOSE AND SCOPE** and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Below." KMS will refresh, the new section will be in the correct location, and the other sections will be renumbered. Your agency can also accept all updates without relocating the section, but that is not recommended.
- **WEARING AND CONDITION OF UNIFORMS AND EQUIPMENT** has been renamed **UNIFORMS**, content has been updated for clarity, some content has been moved to **ACCESSORIES**, and the Edit Level has been changed from "State" to "Discretionary."
- **ACCESSORIES** has been added as a new subsection in **UNIFORMS** to include some content that was previously in **UNIFORMS**. KMS automatically adds all new subsections to the bottom of the section so as not to alter any agency-specific customization. To move the new subsection to the location Lexipol recommends (above **IDENTIFICATION CARDS**), first accept all updates. Then, while in the edit mode, hold the cursor over **ACCESSORIES**, right-click for options, and select the option "Move." The subsection titles will appear. Select **IDENTIFICATION CARDS** and click "Move" once more. You will be prompted to select "Move Above" or "Move Below." Select "Move Above." KMS will refresh, the new subsection will be in the correct location, and the other subsections will be renumbered. Your agency can also accept all updates without relocating the subsection, but that is not recommended.
- **INSIGNIA, PATCHES, AND BADGES** has been added as a new subsection in **UNIFORMS**. This was previously in **UNIFORM CLASSES** and was moved here for easier readability and updated for clarity. KMS automatically adds all new subsections to the bottom of the section so as not to alter any agency-specific customization. To move the new subsection to the location Lexipol recommends (below **ACCESSORIES**), first accept all updates. Then, while in the edit mode, hold the cursor over **INSIGNIA, PATCHES, AND BADGES**, right-click for options, and select the option "Move." The subsection titles will appear. Select **ACCESSORIES** and click "Move" once more. You will be prompted to select "Move Above" or "Move Below." Select "Move Below." KMS will refresh, the new subsection will be in the correct location, and the other subsections will be renumbered. Your agency can also accept all updates without relocating the subsection, but that is not recommended.
- **MOURNING BAND** has been added as new subsection in **UNIFORMS**. This was previously in **UNIFORM CLASSES** and was moved here for easier readability. KMS automatically adds all new subsections to the bottom of the section so as not to alter any agency-specific customization. To move the new subsection to the location Lexipol recommends (below **INSIGNIA, PATCHES, AND BADGES**), first accept all updates. Then, while in the edit mode, hold the cursor over **MOURNING BAND**, right-click for options, and select the option "Move." The subsection titles will appear. Select **INSIGNIA, PATCHES, AND BADGES** and click "Move" once more. You will be prompted to select "Move Above" or "Move Below." Select "Move Below."

KMS will refresh, the new subsection will be in the correct location, and the other subsections will be renumbered. Your agency can also accept all updates without relocating the subsection, but that is not recommended.

- **DEPARTMENT ISSUED IDENTIFICATION CARDS** has been renamed **IDENTIFICATION CARDS**, and has been updated for clarity.
- In **UNIFORM CLASSES, CLASS A UNIFORM, CLASS B UNIFORM,** and **CIVILIAN ATTIRE,** content has been updated with best practices.
- **FOUL WEATHER GEAR** has been deleted in its entirety and content is now addressed in **CLASS B UNIFORM.**
- **POLITICAL ACTIVITIES, ENDORSEMENTS, AND ADVERTISEMENTS,** has been removed in its entirety because content is covered in the **Speech, Expression, and Social Networking Policy.**
- **OPTIONAL EQUIPMENT - MAINTENANCE, AND REPLACEMENT** has been renamed **OPTIONAL EQUIPMENT** and content has been updated for clarity.
- In **RETIREE BADGES,** a policy reference has been updated.
- **UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES** has been renamed **UNAUTHORIZED UNIFORMS, EQUIPMENT, AND ACCESSORIES,** and content has been updated for clarity.
- Throughout the policy, the term employee has been changed to member, and text entities have been added.
- The Guide Sheet has been updated.