

TO: ALL DEPARTMENT PERSONNEL
SUBJECT: USE OF GENERATIVE AI IN POLICE REPORT WRITING

April 27, 2026

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reviewed the contents of that report and that the facts contained in the official report are true and correct.

(b) (1) If a law enforcement officer or any member of a law enforcement agency uses artificial intelligence to create an official report, whether fully or partially, the first draft created shall be retained by the agency for as long as the official report is retained.

(2) Except for the official report, a draft of any report created with the use of artificial intelligence shall not constitute an officer's statement.

(c) The agency utilizing artificial intelligence to generate a first draft or official report shall maintain an audit trail for as long as the official report is retained that, at a minimum, identifies both of the following:

(1) The person who used artificial intelligence to create a report.

(2) The video and audio footage used to create a report, if any.

PC § 13663 applies when artificial intelligence is used to generate reports, either fully or partially. The statute requires prominent disclosure of AI use, the ability to retain the initial AI-generated draft, and maintenance of an audit trail identifying the user and source material for the duration of the report's retention period. Currently, the Department does not have a means to meet all the statutory requirements of the law. As a result, Department members **shall not use** artificial intelligence to generate official police reports, either fully or partially.

The Department continues to evaluate vendor solutions designed to meet statutory requirements in a structured and compliant manner.

ORDER

Until such time as the Department has implemented approved systems and processes capable of meeting the statutory requirements of PC § 13663, personnel shall not use artificial intelligence to generate official police reports, either fully or partially.

This includes the use of artificial intelligence to create draft reports from body worn camera footage, transcripts, verbal or written summaries, or other source materials.

This order does not apply to routine writing assistance functions (e.g., spelling, grammar, or formatting tools) that do not generate police reports.

The reporting officer or member remains responsible for the accuracy, completeness, and integrity of the official report, as well as compliance with PC § 13663.

Personnel are also encouraged to review the [City's AI Policy](#), [AI Handbook](#), [Generative AI Guidelines](#), and [Digital Privacy Policy](#). Other AI guidance is available on the [City's Privacy and Artificial Intelligence intranet page](#).

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

Paul Joseph
Chief of Police

PJ:NB:NY