

# **CALIFORNIA HIGHWAY PATROL**

## **GENERAL ORDER 5.1**

**JUNE 2025**

### **GENERATIVE ARTIFICIAL INTELLIGENCE USE FOR WORK PRODUCT**

1. PURPOSE. The purpose of this General Order (GO) is to establish policy and guidelines for the use of Generative Artificial Intelligence (GenAI) by departmental personnel for report writing and other work products.

2. POLICY.

a. Prohibition on the Use of GenAI for Work Products.

(1) Unless specifically permitted, GenAI, including, but not limited to, AI-powered text generators, chatbots, and automated report-writing software shall not be used for drafting, editing, or finalizing any official work product. This includes, but is not limited to, arrest reports, crash reports, incident reports, and other documentation generated as an official work product.

(2) Unless specifically permitted, the entry of Personally Identifiable Information (PII), confidential, or sensitive information into any GenAI platform is strictly prohibited. Employees must adhere to all departmental policies on data security and confidentiality.

(3) All reports, including, but not limited to, arrest reports, incident reports, and crash reports resulting from contacts with civilians must be manually prepared using the employee's own observations, knowledge, and official sources of information to ensure accuracy, integrity, and accountability.

b. Permitted Use of GenAI.

(1) Any request to use GenAI must follow the process outlined in HPM 40.4, Information Security and Administration Manual, Chapter 18, Acceptable Use Policy, and the software evaluation process in HPM 40.4, Chapter 10, Software. Use of GenAI outside of this process is prohibited.

OFFICE OF THE COMMISSIONER

OPI: 040