



CITYWIDE GUIDELINES ON ARTIFICIAL INTELLIGENCE

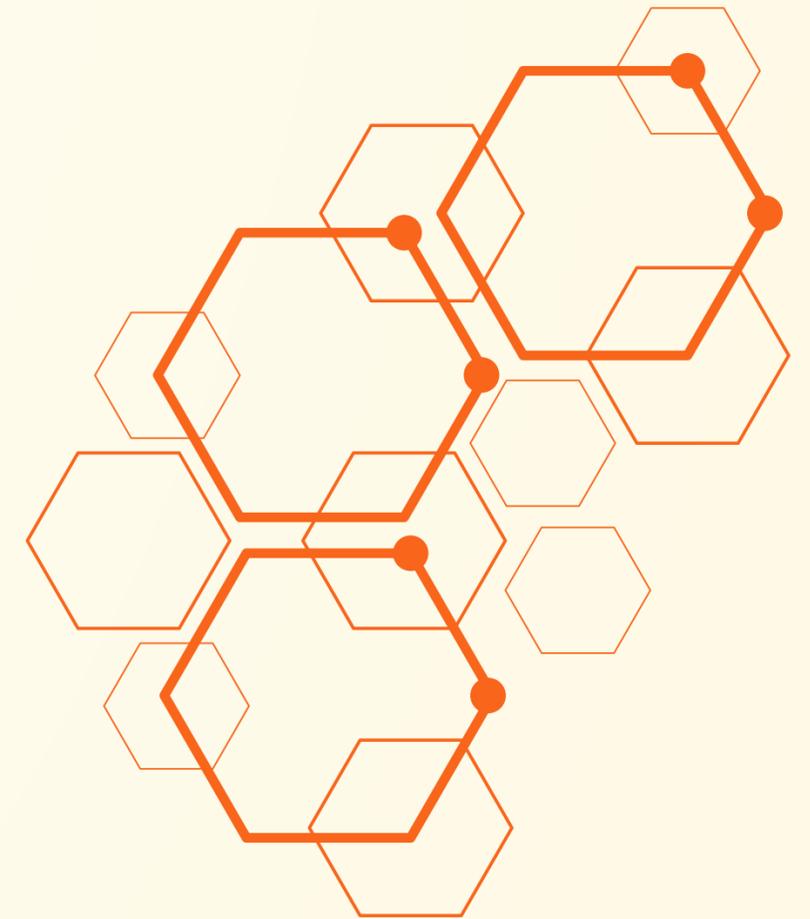
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RECOMMENDATION

Refer to the City Manager to develop official, citywide guidelines for the secure, ethical, and effective use of Artificial Intelligence (AI) tools by City of Berkeley employees. The policy should align with Berkeley's values, promote innovation and progress, and safeguard privacy and public trust.

The City Manager should review policies adopted by other California cities and develop Berkeley -specific principles to guide staff usage of AI.



RECOMMENDATION

**The following principles
should form the
foundation of Berkeley's
policy:**

1. CREATE
SAFEGUARDS
AGAINST
INTRODUCTION OF
BIAS THROUGH
USE OF AI
SYSTEMS

2. PROTECT DATA
PRIVACY AND
ENSURE
CYBERSECURITY
COMPLIANCE

3. MAINTAIN
HUMAN
OVERSIGHT AND
ACCOUNTABILITY

4. EXPLORE
OPPORTUNITIES
TO INTEGRATE AI
INTO OPERATIONS
MANAGEMENT

5. FOSTER
COLLABORATION
AND CROSS -
DEPARTMENTAL
EXCHANGE OF AI
KNOWLEDGE

6. ENSURE
TRANSPARENCY
AND COMPLIANCE
WITH PUBLIC
RECORDS LAWS

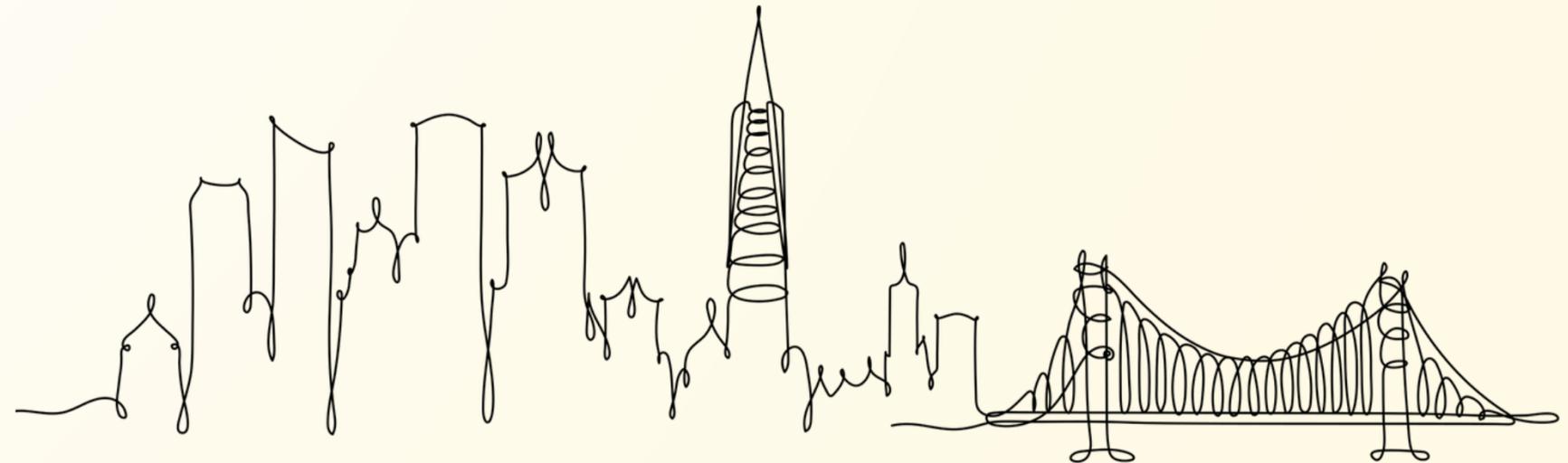
7. PERIODIC
REVIEW AND
IMPROVEMENT

BACKGROUND

In recent years, the development and adoption of generative artificial intelligence tools has accelerated dramatically.

As the usage of AI becomes more common in the workplace, cities and counties across California have developed guidelines for employees including:

- **San Francisco**
- **San Jose**
- **Long Beach**
- **Santa Cruz County**

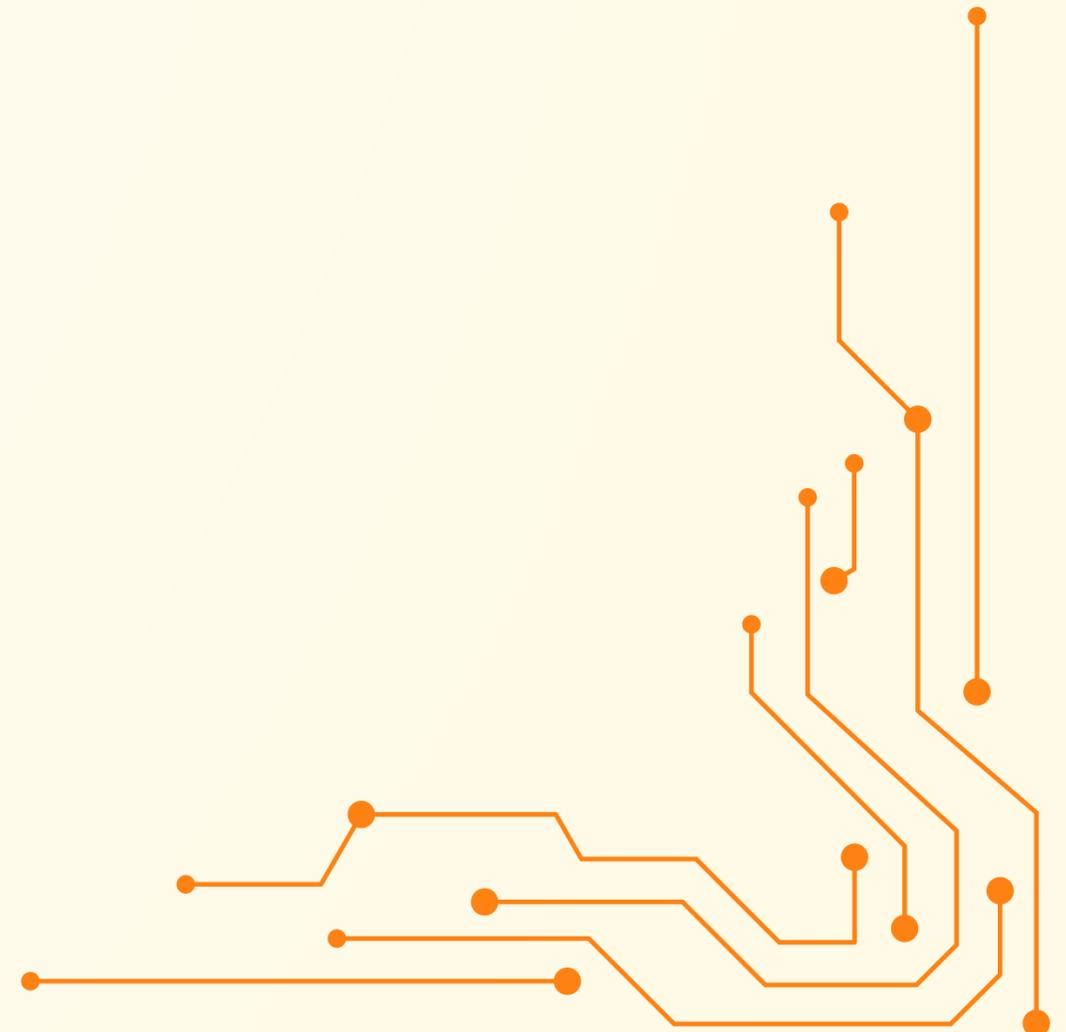


RATIONALE FOR RECOMMENDATION

The City of Berkeley currently has no official citywide policy or guidance for employees who wish to use artificial intelligence to support their work.

To keep pace with this evolving technological landscape, the City should proactively advance policy development that:

- Safeguards privacy
- Maintains public trust
- Provides clear direction for staff use of AI tools





CONCLUSION

Developing a clear and responsible AI policy will help the City of Berkeley harness emerging technologies to better serve the community while upholding equity, integrity, and public confidence in city operations and services.

