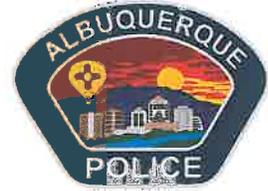




Richard J. Berry
Mayor

City of Albuquerque

Albuquerque Police Department



Gorden E. Eden, Jr.
Chief of Police

October 1, 2015

Interoffice Memorandum

To: Bill Slauson, Executive Director, Administrative Support Bureau, APD

From: Gabriel Cruz, Quality Assurance Auditor II, Audit Division, APD

Subject: Paragraph #141 – Settlement Agreement Compliance Review

Purpose: This memo is to provide a compliance report of the stated paragraph(s) of the City of Albuquerque’s Police Department (APD) and the Department of Justice (DOJ) Settlement Agreement (SA) pursuant to SA objective #265.

Settlement Agreement Objective: Within three months of the Effective Date, APD shall provide officers from varying ranks and units with a meaningful opportunity to review and comment on new or existing policies and procedures.

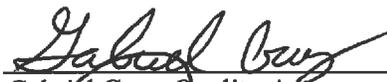
Items Reviewed and/or Observed:

The following documents have been reviewed:

- APD’s 15 day commentary policy
- APD’s standard operating procedures flowchart
- Several screenshots of APD’s PowerDMS program with comment(s) capability

During our review, we also observed the functionalities of PowerDMS, the release of newly revised standard operating procedures, its commentary period and comments collected from various ranks in personnel.

Conclusion: In agreement with the APD’s Independent Monitor, we feel that the Department does have adequate controls in place to allow its personnel to review and comment on its departmental SOP’s and is in compliance with objective #141 of the SA.



Gabriel Cruz, Quality Assurance Auditor II

10/2/15

Date



Bill Slauson, Executive Director, Administrative Support Bureau

10-2-15

Date



15 Day Department Commentary

Please utilize the PowerDMS comment feature to consider these proposed policy revisions for the appropriated time period beginning

01/30/2015

and ending on

02/14/2015

Any disagreement should be voiced via a 'comment' rather than using the vote tool. Remarks will be taken into consideration to further develop the Department's Standard Operating Procedures Manual.

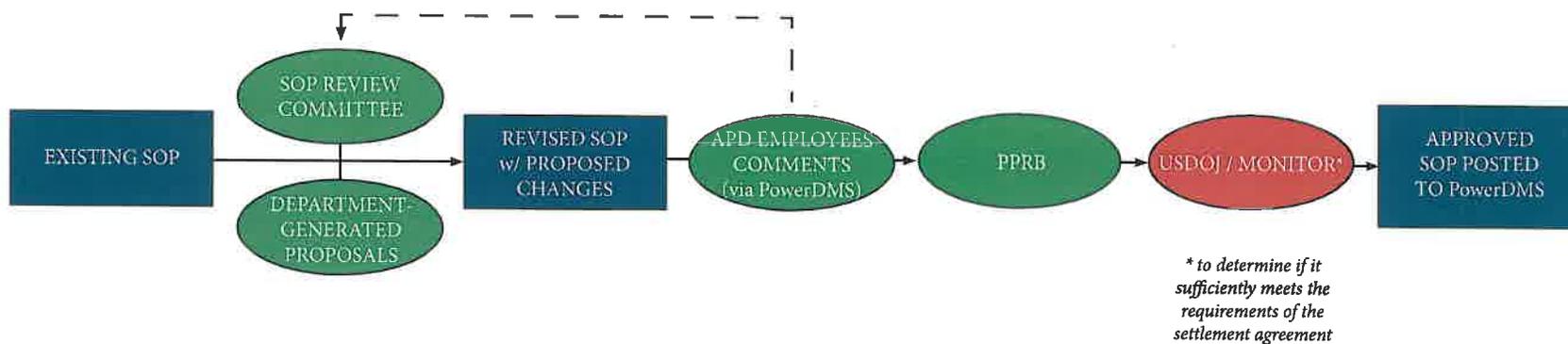
Your contribution is appreciated.

You will notice **GREEN**, **RED**, and **YELLOW** highlighted text.

The **RED** highlights indicate parts of the SOP that are proposed to be removed. The **GREEN** highlights indicate proposed additions to the SOP. The **YELLOW** highlights indicate parts of the SOP that are proposed to be moved to a different location.

**August 2014 – The SOP Review Committee gathered and began the policy manual overhaul. The intent of the on-going group is to clean up the SOP by proposing to remove all redundancies and out-dated information, and to include current policy, procedure, and terminology.*

APPROVAL PROCESS FOR CHANGES TO APD STANDARD OPERATING PROCEDURES



2/2/2015



Inbox 15
New
Reports
Help

Messages (0)
Documents (14)
Certificates (0)
Courses (0)
Tests (0)
Surveys (1)
Standards (0)

Current
History
Discussion

Document	Type	Subject	Description	Status	Rev Date	Due
Refresh   						
Task: 15 Day Commentary						
03-55	Administrative Order	DUTY ASSIGNMENTS AND TRANSFERS	Department policy is to provide a structured process for duty assignments and transfers.	Revised	1/30/2015	2/14/2015
03-61	Administrative Order	RETIREMENT OBSERVANCE PROCEDURES	Department policy is to formally recognize the retirement of employees and reserve officers.	Revised	1/30/2015	2/14/2015
03-65	Administrative Order	POLICY AND PROCEDURES REVIEW BOARD	Department policy is to maintain a system by which personnel may contribute their input in the development of policies and procedures for the Department.	Revised	1/30/2015	2/14/2015
03-66	Administrative Order	SAFETY REVIEW BOARD	Department policy is to convene a Safety Review Board to review and classify all police fleet vehicle accidents as preventable or non-preventable. All preventable accidents will be reviewed for root cause analysis to prevent similar types of accidents in the future.	Revised	1/30/2015	2/14/2015

03-55 ▾

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3-55-5D - remove the bold 3-55-16F - remove bold

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