



ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP 1-54 (Formerly 4-2)

Effective: 12/24/19 Review: 12/24/20 Replaces: 01/13/16

1-54 HONOR GUARD TEAM

Related SOP(s): None

1-54-1 Purpose

The purpose of this policy is to establish the Honor Guard Team's roles and responsibilities in honoring fallen and seriously injured officers of the Department and rendering appropriate Departmental honors during ceremonial occasions.

1-54-2 Policy

It is the policy of the Department's Honor Guard Team to attend funerals of Department employees in addition to assisting city officials, foreign dignitaries, and other public safety agencies as determined by the Chief or designee.

1-54-3 Rules and Responsibilities

A. The team renders honors for officers killed in the line of duty upon request of the family.

1. The honors may include:

- a. Guard duty;
- b. Ceremonial flag folding and presentation;
- c. 21-gun salute;
- d. Taps; and
- e. Bagpipes.

2. The team also provides additional services to the family of a fallen employee, as deemed necessary by the Chief.

B. Honors Criteria:

1. The decedent must have died an honorable death.
2. Deaths suffered during the commission of a criminal act by or in collusion with the decedent are not considered an honorable death. This does not include minor violations of the motor vehicle code.
3. The decedent must have served the Department, another government employee, or military.



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C. The unit may assist with the following events:

1. Funerals for:
 - a. Retired officers;
 - b. First responders from outside agencies; and
 - c. Military.
2. Presentation of colors

D. Call-Out Procedures

1. When an officer is killed or seriously injured, the Honor Guard Lieutenant will be notified of the circumstances.
2. The Honor Guard Lieutenant or designee will then make the appropriate arrangements for guarding the officer.
 - a. The Honor Guard Lieutenant or designee will be the point of contact for honors to be rendered to the officer.
3. Officers participating in guard duty for an in the line of duty death shall be in full honor guard uniform or full class A uniform.

E. Compensation

1. Honor Guard Officers may receive 8 hours of straight compensatory time per month when:
 - a. The officer has participated in a minimum of two events; or
 - b. The officer has participated in a minimum of one event and one training.
2. The duty supervisor(s) may receive 8 hours of straight compensatory time every two weeks.

F. Training

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1. Officers will complete mandatory monthly and yearly in-service training as designated by the Honor Guard Lieutenant.