



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-7

Effective: 10/5/18 Review: 10/5/19 Replaces: 9/29/16

2-7 DAMAGE TO CIVILIAN PROPERTY

2-7-1 Purpose

The purpose of this policy is to establish the procedures for all Department personnel when civilian property is damaged in the course of official duties.

2-7-2 Policy

Department policy is to document damage to civilian property that occurs in the course of official duties.

2-7-3 Procedures

- 7** A. Damage to Civilian Property
1. When APD personnel damage civilian property in the course of their official duties, the following actions will be taken:
 - a. The primary officer shall complete a police report documenting the damage.
 - b. The supervisor in charge will go on scene and will ensure that photographs are taken of the damage.
 - c. An employee will remain at or return to the scene when safe and feasible to do so. The officer will then wait on scene until photographs have been taken.
 - d. A copy of the report shall be forwarded to the Risk Management Division.
 - e. The supervisor shall provide Risk Management's contact information to the property owner.
 2. The Risk Management Division and the appropriate Deputy Chief/Area Commander will coordinate the investigation regarding any possible liability.
 3. Officers will not be dispatched to document damage caused by Albuquerque Fire Rescue (AFR) unless the damage caused by them leads to a law enforcement situation that needs to be handled by APD. AFR will still be responsible for documenting damages that they caused.