



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

## 1-92 SPECIALIZED TACTICAL UNITS

### Related SOP(s):

[1-42 Explosive Ordnance Disposal Unit \(Formerly 6-7\)](#)

[2-1 Uniforms](#)

[2-3 Firearms and Ammunition Authorization](#)

[2-8 Use of On-Body Recording Devices](#)

[2-20 Hostage Situations, Barricaded Individuals, and Tactical Threat Assessments](#)

[2-52 Use of Force – General](#)

[2-53 Use of Force Definitions](#)

[2-57 Use of Force—Review and Investigation by Department Personnel](#)

[2-70 Execution of Search Warrants](#)

### 1-92-1 Purpose

The purpose of this policy is to explain the tactical duties and processes that are used in response to crisis negotiation team activities, hostage situations, barricaded and armed individuals, high-risk arrests, execution of search and arrest warrants with exigent or dangerous circumstances, major jail disturbances, civil disturbances, and specialized patrol functions.

### 1-92-2 Policy

It is the policy of the Albuquerque Police Department (Department) to utilize a specialized unit in response to certain critical events.

It is further the policy of the Department to conduct ongoing analysis and review of tactical operations, placing an emphasis on clear command and control protocols. In addition, the Department provides its personnel the requisite tools and capabilities to respond safely to violent and highly dangerous situations in a way that upholds the law, protects the community, and safeguards the constitutional rights of those accused of criminal conduct.

### 1-92-3 Definitions

#### A. Barrier Round

A round chosen for and designed to penetrate intermediate barriers, such as glass, while retaining a large portion of the round.

#### B. Coordinated Fire

When two or more Precision Rifle Observers (PROs) fire simultaneously in an effort to defeat a barrier, ensure immediate incapacitation, or address multiple targets at the same time.

#### C. Groups or Grouping



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

A series of three to five rounds fired from the same position using the same aiming point. Discharging a rifle in this fashion is a means to show how consistent a rifle is performing or to diagnose a shooter's performance.

D. Match Grade Ammunition

Ammunition that is suitable for a competitive match. This type of ammunition is designed and manufactured in a way that leads to extremely tight tolerances, a high level of accuracy, and rigid quality control.

E. Minute of Angle (MOA)

An angular unit of measure, which is equal to 1" at 100 yards, 2" at 200 yards, 3" at 300 yards, and so on.

F. Precision Rifle Observer (PRO)

A Department tactical officer with the additional responsibility of being assigned a precision rifle.

G. Tactical Units

Tactical units shall consist of Special Weapons and Tactics (SWAT), Canine (K-9), and Explosive Ordnance Disposal Unit (EOD/Bomb Squad).

H. Unwilling Individual

An individual who is unable to remove themselves from a location due to an extenuating circumstance, such as their proximity to the barricaded/suicidal individual; belief that leaving may escalate the situation; or the individual cannot physically remove himself or herself from a location without assistance.

**1-92-4 Training**

7 A. All personnel are required to participate in all required Department in-service training. In addition, internal training will be conducted on an on-going basis, and at a minimum, on an annual basis in the following topic areas:

1. Command and control;
2. Containment;
3. Entry;
4. Apprehension;



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

5. Rescue;
6. Weapons proficiency;
7. De-escalation;
8. Use of force;
9. Crisis intervention;
10. Defensive tactics; and
11. Other topics as determined by the Tactical Commander.

B. Physical fitness assessments will be administered bi-annually to each SWAT and K-9 officer to ensure that each officer meets the threshold performance requirements. This policy does not address the physical assessment requirements for EOD officers; refer to SOP 1-42 Explosive Ordnance Disposal Unit (Bomb Squad) (Formerly 6-7). These assessments will include the following:

1. SWAT and K-9 officers will run the SWAT obstacle course wearing Battle Dress Uniform (BDU) pants, duty/call-out boots, a tactical vest, and a helmet. These officers must complete the obstacle course within four minutes and thirty-five seconds (4:35) or less to pass this aspect of the assessment.
2. SWAT, K-9, and EOD officers will participate in the Department physical fitness assessment. Tactical officers must complete each category of the assessment with an overall rating of eighty percent (80%), with no less than sixty percent (60%) in any one category, except for the 1.5-mile run.
3. SWAT and K-9 officers must complete the 1.5-mile run in twelve minutes and twenty seconds (12:20) or less.
4. A Maintenance of Effort (MOE) assessment may be substituted which meets the equivalence of the aerobic and anaerobic measures of the SWAT obstacle course and department assessment standards. The assessment will be approved by the SWAT Sergeant prior to being administered.
5. Officers who do not satisfy the physical fitness assessment standards are allowed to re-test within three months of failing a physical fitness assessment. If officers do not comply with the performance requirements within three months, they will be removed from SWAT, unless they have sustained a documented injury.
6. Officers at the rank of Lieutenant or above will be exempt from the above physical assessment requirements. This exemption also applies to administrative sworn supervisors and administrative officers.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

7. All personnel will maintain proficiency with their assigned weapons, in accordance with SOP 2-3 Firearms and Ammunition Authorization. On a quarterly basis, team members assigned to high-ground team, will be required to qualify with a score of ninety percent (90%) based on shooting at least ten rounds. If a member does not reach a score of ninety percent (90%), the member will be retrained and allowed a second attempt to qualify. If the member fails the second attempt to qualify, the member will be removed from the high-ground team. Members will shoot from varying distances, positions, and lighting conditions. Members will be issued ammunition for this purpose.
8. Semi-annually, all team members will fire 40-mm launchers at designated targets in order to ensure continued proficiency in using these weapons based on Department standards.
9. Team members will maintain firearms proficiency and qualify semi-annually with their assigned handguns, M-4, shotguns, and any other firearm they are authorized to carry. This requirement is in addition to other Department qualifications, in accordance with SOP 2-3 Firearms and Ammunition Authorization.

C. Training in Barricaded Operations

1. On at least an annual basis, Department shall train tactical units conducting barricaded individual(s) operations on competencies and procedures that include:
  - a. Threat assessment in determining the appropriate response and necessary resources;
  - b. Mission analysis;
  - c. Determining criminal offense;
  - d. Determining if the individual(s) present suffer from mental illness;
  - e. Requirements for search warrant prior to entry;
  - f. Communication procedures; and
  - g. The role of the Crisis Negotiation Team (CNT).
2. This training will be completed with a scenario approved by the Tactical Commander and will include SWAT, K9, EOD, and CNT.

**1-92-5 Uniforms**

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- A. Tactical team members shall wear uniforms that clearly identify them as law enforcement officers as follows:
  1. Standard Department uniform;
  2. Tactical operation uniform as dictated by assignment and determined by the Tactical Commander;



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

3. Training uniform as determined by the Tactical Commander; or
4. Team members may wear civilian clothes with approval from tactical chain of command (mode dictated by mission requirements such as dignitary protection).

B. Unit Patch

1. Officers assigned to the Tactical Section, including SWAT team members, are authorized to wear the SWAT patch.
2. Wearing the Patch
  - a. The patch will be worn in accordance with SOP 2-1 Uniforms.
  - b. The patch size will vary based on the uniform and fatigue hat.
  - c. The patch may be sewn-on or embroidered, affixed to either the uniform or hat.
  - d. The olive drab, SWAT patch may be worn on the tactical uniforms of high-ground and team members, as deemed necessary by the Tactical Commander.

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C. Equipment

1. Each tactical officer will possess a basic equipment inventory:
  - a. Department-approved helmet;
  - b. Department-approved entry vest;
  - c. Department-approved gloves;
  - d. Eye protection;
  - e. Department-issued on-body recording device;
  - f. Department-issued rifle;
  - g. Department-issued handgun; and
  - h. Department-issued communications.

**1-92-6 Department-Issued Weapons**

A. Tactical Section personnel will only be issued Department-approved weapons.

1. Handguns

- a. Handguns must meet the requirements set forth in SOP 2-3 Firearms and Ammunition Authorization.
- b. Each tactical officer may be issued two handguns.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

2. Rifles

- a. Urban rifles must meet Department requirements and the needs of the Tactical Section.
- b. Counter Sniper Rifles
  - i. These rifles must meet Department requirements and the needs of the Tactical Section.
  - ii. In this role, officers will be issued standard ammunition quantities for training and qualifications.

3. Authorized Ammunition

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- a. Tactical officers may carry military ball, soft point, or hollow point ammunition in their rifles, consistent with their training and the specific mission at hand.
- b. Armor piercing rounds may be used by tactical officers for unique situations after approval by the supervisor.

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4. Training and Qualifications

- a. Prior to duty carry, each officer will demonstrate proficiency in the ability to properly function the weapon, clear malfunctions, and pass qualification shoots at ranges out to 100 yards.
- b. Officers will train throughout the year in various situations, distances, and lighting conditions.
- c. Officers will qualify twice a year (every six months).
- d. The SWAT Training Coordinator will facilitate and maintain training records, qualification scores, and training courses.

5. Security

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- a. Officers will be held responsible for securing their weapon in the locked vaults or in the trunk of their assigned police unit.

**1-92-7 Chain of Command and Duties**

A. The Special Operations Division (SOD) Commander:

- 1. Will be the rank of Commander.
- 2. Will oversee the SOD and fulfill all responsibilities of a Department Commander.
- 3. Must successfully complete a nationally recognized tactical command school within one year of appointment.

B. The Tactical Commander shall:



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

1. Hold the rank of Lieutenant.
- 7 2. Control all tactical operations, critical incidents, and tactical team deployments.
3. Be directly responsible for the overall operations of the Tactical Section.
4. Coordinate all tactical operations and critical incidents, as well as the deployment of the tactical team.
- N/A 5. The Tactical Commander must successfully complete a nationally recognized tactical command school within one year of transfer into this position.

C. SWAT Sergeant

1. The Sergeant is the direct supervisor of SWAT during tactical operations and daily activities.
- 7 2. The Sergeant shall be directly responsible to the Tactical Commander. Duties and responsibilities shall include, but are not limited to, the following. The SWAT Sergeant shall:
  - a. Notify the Tactical Commander of any mission changes or conflict of missions as soon as possible;
  - b. Conduct formal monthly inspections of all team members' appearance and equipment appropriation, maintenance, care, and inventory, including:
    - i. Issued and shared equipment;
    - ii. Needed replacement of equipment;
    - iii. Stored and secured equipment;
    - iv. Location of equipment necessary during an event; and
    - v. Maintenance and inspection of equipment.
  - b. Contact the Emergency Communications Center (ECC) directly prior to a team's mission and advise him or her of the location of the assignment;
  - c. Be responsible for personnel reporting to their assignments equipped and on time;
  - d. Work the same assignments and hours as team members;
  - e. Maintain an up-to-date list of phone numbers and addresses for team members;
  - f. Actively instruct and direct subordinates in new methods and techniques to improve efficiency and effectiveness;
  - g. Ascertain the capabilities and special skills of subordinates;
  - h. Ensure the physical fitness of the team;
    - i. Monitor team days off, comp time, and vacation;
    - j. Schedule physical training, physical fitness tests, recertification training, firearms qualifications, and MOE assessment for all team members;
  - k. Train subordinates in SWAT Sergeant duties so they may assume command if necessary;
  - l. Assume Tactical Commander duties if necessary;



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- m. Formulate all tactical planning, subject to the approval of the Tactical Commander;
- n. Make team assignments, such as high-ground and entry teams, based upon member performance, availability, and needs of the team or Department;
- o. Successfully complete a Basic SWAT Officers Course within one year of transfer into this position, subject to course availability; and
- p. Successfully complete SWAT Supervisor School within one year of transfer into this position, subject to course availability.

D. SWAT Officer

1. The SWAT officer shall be directly responsible to the SWAT Sergeant. Duties shall include, but are not limited to, the following:

- a. Be assigned to SWAT on a voluntary basis only;
- b. Be prepared to carry out missions of long duration as determined by the Tactical Commander;
- c. Accept assigned missions, and:
  - i. Understand the mission goal before beginning an assignment;
  - ii. Communicate to team members all relevant information to fulfill the mission;
  - iii. Communicate to the supervisor their progress and the results of their actions while carrying out a mission; and
  - iv. Explain to the supervisor any reason to modify a mission assignment;
- d. Decline to discuss a mission assignment with personnel not assigned to the Team. The SOD Commander will inform other Divisions and personnel of the Department, as necessary;
- e. Carry, in his/her assigned vehicle, the Department tactical uniform;
- f. Stand for a formal or informal inspection of their equipment at the discretion of the supervisor;
- g. Sign a property receipt for all issued equipment and refrain from using the equipment while off duty, except while maintaining proficiency with the equipment;
- h. Maintain and furnish to the supervisor a complete inventory of all items carried in his/her assigned vehicle. Report any shortage or loss of equipment to the supervisor so that the equipment can be promptly replaced;
- i. Inform supervisor of location if away from home for an extended time while on days off;
- j. Participate in all in-service training programs and instruct other members in areas of personal expertise; and
- k. Respond to tactical activations, unless prior approval to refrain has been approved by the SWAT supervisor.

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2. Any flagrant and/or repeated violation of these rules will result in disciplinary action and can result in removal from SWAT.





ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

E. Team Leader and Assistant Team Leader

1. The team leader is a member of SWAT and is selected based on his/her performance and experience in assisting the SWAT Sergeant with mission planning, deploying officers during incidents, and acting as a tactical advisor prior to and during tactical activation.
2. The assistant team leader is a member of SWAT and is selected based on his/her performance and experience to assist the SWAT Team Leader, as necessary, and substitute for the SWAT Team Leader in the SWAT Team Leader's absence.
3. The team leader and assistant team leader are assigned to the position by the SWAT Sergeant and the Tactical Commander.
4. The SWAT Sergeant will supervise the team leader and assistant team leader.
5. These positions will require two or more years of service with Department SWAT, unless waived by the Tactical Commander.
6. Officer(s) must have exemplary performance on call-outs and critical incidents.
7. Officer(s) must have a satisfactory or higher rating on all Employee Work Plans.
8. Officers must conduct themselves in a positive and professional manner, as well as possess leadership skills and the ability to guide others.
9. Individuals must be willing to assist the supervisors in carrying out the goals and mission of the Tactical Section.
- 7 10. The team leader and assistant team leader will be responsible for assisting the SWAT Sergeants in tactical planning for critical incidents.
11. Officers shall successfully complete a SWAT Team Leader development course within one year of transfer to the position(s), subject to course availability.

F. Precision Rifle Observer (PRO)

1. All PROs must currently be assigned to the Department tactical team.
- 6 2. The PRO shall train a minimum of two days a month. Any additional training requested shall be at the discretion of the SWAT Sergeant.
3. All PROs will complete a 20-round qualification each quarter.
4. Selection



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- a. An experienced tactical officer who is well-versed in SWAT tactics, the legal requirements for using deadly force, and who has proven repeatedly in training and practical scenarios the ability to perform under pressure. PRO personnel shall be chosen by the SWAT Sergeant with final approval from the Tactical Commander and Commander. The Sergeant will rely heavily on the recommendation from the current PRO Team Leader, as he is the subject matter expert. If there is a difference of opinion on who the next PRO is to be, this will be documented in a memorandum, stating the reasons for the Sergeant's decision.

5. Expectations

- a. During call-outs, PROs are expected to provide precision rifle support, gather important information, and concisely relay that information.
- b. In preparation for these call-outs, PROs are expected to pass all unit firearms qualifications including the PRO qualification. They are required to attend and successfully complete a Precision Rifle school and consistently attend ongoing PRO team training.

6. Weapons and Ammunition Standards

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- a. PROs will deploy with either a bolt action or semi- automatic .223, .308, .300, or .50 caliber rifles capable of 1 Minute of Angle (MOA) performance. The manufacturer, model, and accessories are determined by the PRO Team and are subject to the approval of the SWAT Commander.

7. Equipment

- a. The minimum equipment necessary to deploy as PRO is a rifle, ammunition, a handgun, police identification, and a police radio. PRO officers are encouraged to develop their own pack based on mission and personal needs.

8. Fire Orders

- a. The standing order for PROs is that officers are expected to make personal observations, conclusions, and use of force decisions as any other officer would in similar circumstances.

9. Callout Deployment Procedures

- a. The first arriving PRO will assess if there is a deployable PRO position and deploy to that position after a brief consultation with the on-scene sergeant. The first deployed PRO is expected to begin providing information that will aid in the deployment of the remainder of the team as well as provide an immediate over-watch for those officers moving into position.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

10. Warrant Operations

- a. During the service of a search warrant, PROs may be deployed in advance of the entry team to provide intelligence and over-watch. They may also be deployed during the approach or withdrawal of the entry team if necessary.

11. Counter Sniper

- a. Department SWAT PROs may be deployed to counter these potential attackers. Department PROs may be deployed in vantage points that allow for quick observation, identification, and engagement of these threats if necessary.

12. Mission Support

- a. PROs may be asked to provide over-watch for other units engaged in the performance of their duties. This could include over-watch for K-9 Units, Bomb Technicians, officers engaged in crowd management, or undercover officers while engaged in undercover operations. They may also be deployed in any situation where the Tactical Commander deems it necessary to provide over-watch.

G. PRO Team Leader

1. The PRO Team Leader is a member of SWAT and based on his/her performance and experience, is selected to be responsible for SWAT's high-ground element.
2. The PRO Team Leader coordinates SWAT training and maintains SWAT training records and coordinates with the SWAT Sergeant on high-ground officer deployment during activations.

**1-92-8 Tactical Team Duties**

- A. In addition to their assigned duties and responsibilities, the tactical teams will provide supplemental staffing for other divisions as they may be assigned and aid other law enforcement agencies when designated. If the services provided will be tactical in nature, the operation will be pre-planned and approved by the Tactical Lieutenant.
  1. When not on activation, training, or tactical assignments, the tactical teams will be used to respond to calls for service. Dispatchers are authorized to direct calls for police service to Team Officers.
  2. A Tactical Team Sergeant is responsible for assigning teams to specific Area Commands.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

3. When a request for assistance is approved by the SOD Commander, Tactical Commander, or SWAT Sergeant, SWAT may be assigned to assist tactical teams from other jurisdictions.

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B. Tactical will be requested to respond to the following critical events:

1. Hostage situations;
2. Barricaded individual(s) who meet the criteria of SOP 2-20 Hostage Situations, Barricaded individuals, and Tactical Threat Assessments;
3. Sniper situations;
4. Execution of high-risk or potentially dangerous arrests, in accordance with the Standard Operating Procedure(s) indicated in the above section "Related SOP(s)";
5. Execution of high-risk search/arrest warrants, as described in this SOP;
6. Area searches involving violent, fleeing felons;
7. Dignitary protection details;
8. Major jail disturbances; and
9. Major civil disturbance support.

### 1-92-9 Deployments

A. Hostage Situations

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1. SWAT will be called as soon as a hostage situation occurs.
2. The goal of the team will be to utilize a combined response of negotiations and tactical deployment to ensure the safe release of the hostage(s) and the apprehension of the offender(s).
3. The team may assist Field Services in containment and evacuation of endangered citizens.
4. The Team Sergeant or team leader will develop the plan to address the situation.
5. Field Services will be responsible for maintaining the outer perimeter and will coordinate their actions through the Tactical Commander.
6. The team members will maintain the inner perimeter and high-ground positions.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

7. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
8. Negotiations with individual(s) will be conducted by tactical personnel or the CNT, unless otherwise approved by the Tactical Commander or Team Leader.
  - a. If prior to the arrival of tactical units and CNT personnel, field officers have established positive communication and/or dialog with the individual, the Tactical Commander and CNT Team Leader will assess the communication.
  - b. Should it be determined that the field officer continued the dialog, a CNT team member will assume the role of a Coach to assist in the conversation and relay pertinent information to the Tactical Commander and CNT Team Leader.

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9. Once the situation has been resolved, an After-Action Review (AAR) will be prepared and submitted by the Tactical Commander or his designee.

B. Barricaded Individual(s) who meet criteria for tactical deployment (Refer to SOP 2-20 Hostage Situations, Barricaded Individuals, and Tactical Threat Assessments).

1. To reduce response and deployment time, the tactical team should be called as soon as the situation occurs.
  - a. Barricaded individual(s) will be given time to surrender if safety allows.
  - b. Chemical agents are authorized and recommended for deployment when a barricaded individual(s) refuses to surrender. If chemical agents are to be used, the Fire Department will be notified to stand by at the outer perimeter.
  - c. Additional force or entry into a building will be used only upon the authorization of the tactical team on-scene Commander.
2. The Team may assist Field Services in evacuating endangered citizens.
3. The Team will develop a tactical plan and implement it when necessary.
4. The Team will maintain the inner perimeter and high-ground positions.
5. All commands will be communicated by the Team Sergeant to team members after deliberation with the on-scene Tactical Commander.
6. Negotiations with individual(s) will be conducted by tactical personnel or the CNT, unless otherwise approved by the Tactical Commander or team leader.
  - a. If prior to the arrival of tactical units and CNT personnel, field officers have established positive communication and/or dialog with the individual, the



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

Tactical Commander and CNT Team Leader will assess the communication.

- b. Should it be determined that the field officer continued the dialog, a CNT team member will assume the role of a Coach to assist in the conversation and relay pertinent information to the Tactical Commander and CNT Team Leader.

7. Once the situation has been resolved, an AAR will be prepared and submitted by the Tactical Commander or his designee overseeing the activation within twenty (20) days. The Commander's review will be completed within ten (10) days.

C. Use of tactical units in Response to Barricaded or Suicidal and Barricaded Individual(s)

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1. The tactical team will respond to barricaded or suicidal and barricaded situations only when one or more of the following conditions is present:
  - a. The individual has a confirmed violent felony warrant;
  - b. The individual is currently committing a violent felony crime;
  - c. The individual is currently committing a non-violent felony crime and has a documented violent history;
  - d. The individual has a non-violent felony warrant and has a documented violent history;
  - e. The individual is armed with a firearm and an on-scene officer can confirm that the individual has discharged the firearm;
  - f. The individual is armed in a public area and displaying an immediate threat of violence; or
  - g. There is positive confirmation of the presence of an unwilling individual who is unable to leave the location of a suicidal and/or barricaded individual.
2. The Tactical Commander will make the final determination on the use of tactical units on all situations.

D. Search/Arrest Warrants

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1. The tactical team will be responsible for entering any structure and securing individual(s) in order to permit the investigating unit to safely execute the warrant under any of the following conditions:
  - a. Search warrants must meet the Search Warrant Risk Assessment Matrix (RAM);
  - b. The location has been fortified against entry by law enforcement;
    - i. Fortifications and modifications made with the specific intent to deny or significantly delay law enforcement entry into the primary access points of a structure and
    - ii. Primary access points include the front door, back door, garage door or side door;



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- c. There is reason to believe the individual(s) is armed and will use weapons against law enforcement officers;
- d. The individual's(s') background reveals a propensity toward violence;
- e. There is no practical way the individual(s) can be arrested outside the location;
- f. The target location is believed to be a drug manufacturing point or a large-scale drug distribution center; or
- g. The individual is in a location where neighborhood empathy could cause hostile reaction to police.
  - i. Sympathetic Individual(s): Verified credible information of individual(s) who are sympathetic to the individual(s) and will attempt to impede law enforcement objectives.

7 E. SOD will be responsible for ensuring that random or directed audits are conducted of all RAM Logs. The audits will be conducted to ensure that all Matrices are being utilized properly.

F. Armored Vehicle

1. Terminology

- a. MRAP – Mine Resistant Ambush Protection
- b. BearCat – armored vehicle
- c. ROOK – armored skid steer with attachments

2. The general purpose of these vehicles is to allow the safe movement of individuals through areas made dangerous by hostile gunfire or threat thereof.

3. Emergency Use

- a. The armored vehicle may be used to rescue citizens who are stranded in a dangerous position by hostile gunfire or threat thereof.
- b. The vehicle may be used to lessen the risk of loss of life and to quickly deploy officers during the resolution of a high-risk tactical situation.
- c. Prior to deployment of the armored vehicle, the Tactical Commander at the scene should be briefed on:
  - i. The history of the incident, including deaths, injuries, and property damage;
  - ii. The potential danger posed by the individual(s); and
  - iii. Specific reasons to deploy an armored vehicle.

4. Non-Emergency Use

- a. An armored vehicle will be used periodically in training operations to familiarize officers with its capabilities.
- b. An armored vehicle may be used periodically in static displays for educational or community purposes.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

6

- c. Use of an armored vehicle for either of the above two non-emergency purposes must be approved by the Tactical Commander.

5. Operational Procedures

- a. A police escort should be used when moving the MRAP armored vehicle.
- b. The vehicle should have a Department radio on board during operation.
- c. Travel routes should be chosen to minimize the impact on traffic.

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6. Armored vehicles will be deployed in emergency situations only at the authorization of the Tactical Commander.

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7. The vehicle will be operated in the safest manner possible consistent with the situation at hand.

8. Armored vehicles will only be driven by officers who have received proper training in operating these vehicles.

9. Prior to returning the vehicle, it will be refueled to capacity and cleaned.

10. Any damage incurred as a result of operation of the vehicle will be reported, in compliance with Department SOP.

G. Dignitary Protection

1. To provide for the security and safety of visiting dignitaries, a written plan will be developed for each visit. The Tactical Section Operations Plan will include the following elements:

- a. Situation: A brief description of the dignitary and the date of his or her arrival;
- b. Policy: A description of the Department's commitment;
- c. Command: Identify Tactical Commander, supervisor, officers, and their responsibilities;
- d. Communications: Frequency to be used and provisions for an operator;
- e. Logistics:
  - i. Equipment to be carried by each officer;
  - ii. Staffing requirements;
  - iii. Designated ambulance service; and
  - iv. Designated wrecker service.
- f. Tactics and Deployment:
  - i. Designation of post assignments;
  - ii. Location of command posts; and
  - iii. Manning of command post and hours of operation.
- g. Personnel assignments attached to the plan for each location or motorcade route.
- h. Escorts:





ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- i. Detailed explanation of routes to be used by the motorcade;
    - ii. Alternate routes designed in advance of event;
    - iii. Number and type of vehicles to be used; and
    - iv. Escort routes to be assessed by a supervisor prior to the event.
  - i. Medical Services:
    - i. Primary hospital to be used; and
    - ii. Arrangements for fire department, paramedic unit, or private ambulance.
2. As part of preparing and planning for hosting dignitaries, the following elements will be considered:
  - a. Equipment requirements: specialized vehicles, body armor, or other equipment;
  - b. Advance inspections of sites and facilities;
  - c. Liaison with Criminal Intelligence Unit for information; and
  - d. Coordination of operations within Department and with other agencies.

#### H. Special Events Plan

1. Special events, parades, and sporting events require advance planning to ensure public safety.
2. A Tactical Section Operations Plan will be prepared, detailing the plan for each event. The plan will include the following components:
  - a. Situation:
    - i. A detailed explanation of the event to include dates of occurrences; and
    - ii. Any special problems anticipated, to include such things as large crowds, traffic.
  - b. Mission: Detailing the objectives of the Department;
  - c. Command: Designation of Tactical Commander and supervisors, with responsibilities;
  - d. Logistics:
    - iii. Equipment to be carried by each officer;
    - iv. Staffing requirements;
    - v. Designated ambulance service;
    - vi. Designated wrecker service; and
    - vii. Tactics and Deployment:
      1. Designation of post assignments;
      2. Location of command posts; and
      3. Manning of command post and hours of operation.
  - e. Personnel Assignments: Noted on annex attachments to the plan.

#### 1-92-10 Crisis Negotiation Team (CNT)

##### A. Purpose



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

The purpose of CNT is to assist in safely resolving tactical activations in a manner that avoids unnecessary risk of harm to the individual of the crisis incident, victims, community, and officers.

B. CNT Composition

1. CNT is comprised of supervisors and officers who serve in an additional/collateral duty capacity. They are specialists who focus on, and employ, verbal de-escalation techniques in an effort to reasonably and safely defuse dangerous, life threatening situations or specific crisis incidents.
2. CNT is comprised of a minimum of one (1) CNT Team Leader Sergeant, Primary Negotiator, Coach, Scribe, and Equipment Officer.

C. CNT Members

1. The CNT Lieutenant's duties include:
  - a. Develop and implement CNT training curricula and lesson plans.
  - b. Coordinate CNT training schedules, including annual, semiannual, and joint training exercises.
  - c. Coordinate and work with crisis negotiation teams from federal, state and local law enforcement agencies.
2. CNT Team Leader Sergeant's duties include:
  - a. Develop and implement CNT training curricula and lesson plans.
  - b. Coordinate CNT training schedules, including annual, semiannual, and joint training exercises.
  - c. Coordinate and work with crisis negotiating teams from federal, state and local law enforcement agencies.
3. CNT Officers and Team Members must:
  - a. Be in a non-probationary status as of the date of application.
  - b. Successfully complete enhanced crisis intervention training, or be scheduled to participate in such training during the next scheduled crisis intervention certification course. Successful completion of this training course is a prerequisite for final selection as a CNT member.
  - c. Successfully complete oral board interview. The oral board will consist of, at a minimum, one CNT supervisor, one primary negotiator, one secondary negotiator and a Tactical Supervisor or team leader.
  - d. Successfully completed a term as a scribe or intern. This requirement does not apply to officers who have previously served in a CNT capacity.

4. Team Leaders' Selection and Responsibilities



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- a. Probationary Status for Team Leader
  - i. Newly selected team leaders will serve a six-month probationary period after they have been selected.
  - ii. Newly selected team leaders will be placed in a scheduled on-call status and will respond to CNT activations and complete the assignments and responsibilities of a team leader.
  - iii. Newly selected team leaders will perform the responsibilities of a team leader, including participating in all required monthly and quarterly training, as well as CNT practical exercises.
- b. Successful Completion of Probationary Period by a Team Leader
  - i. Upon completion of the six-month probationary period, the CNT board will meet and evaluate the newly selected team leader's performance during the CNT training, CNT practical exercises and SWAT activations. This evaluation will assess and determine if the newly selected team leader demonstrated the required knowledge, skill and ability to successfully and effectively perform the duties and responsibilities of a team leader.
  - ii. The probationary team leader will no longer be considered probationary when the CNT board determines that the probationary team leader has successfully completed the probationary process and that he or she possesses the ability to successfully and effectively perform the responsibilities of a team leader.

5. Team Members' Probationary Status and Selection

- a. Probationary Status for CNT Member
  - i. Newly selected team members will serve a six-month probationary period after their appointment.
  - ii. Newly selected team members will be placed on a scheduled on-call status and will respond to CNT activations as a team member in the role of a scribe, information resource officer/intern, as needed.
  - iii. Newly selected team members will be assigned and expected to perform the responsibilities of a CNT member. These responsibilities may be assigned by the team leader and will include participation in all required monthly or quarterly training and CNT activation practical exercises.
- b. Successful Completion of Probation for Team Member
  - i. The CNT board will meet upon the completion of the team member's six-month probationary period to evaluate the team member's performance during the CNT training, CNT practical exercises and SWAT activations. The CNT board evaluation will determine if the newly selected team member demonstrated the required knowledge, skill, and abilities to perform the duties and responsibilities of a CNT member.
  - ii. Should the CNT board determine that the newly selected team member successfully completed the probationary process, and as a result possesses the ability to perform the responsibilities of a CNT member, the newly selected team member's status will be changed from probationary to non-probationary.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

6

D. Psychological Evaluation

1. All CNT personnel will submit to a yearly psychological evaluation.

E. Responsibilities of CNT Members Upon Activation

1. Team Leader Sergeant responsibilities include:

- a. Contact on-call CNT members to advise them of the location of a crisis incident;
- b. Ensure that all CNT members respond to the location of the activation;
- c. Contact the Tactical Commander or Tactical Sergeant upon arriving to the location of a crisis incident;
- d. Establish a mobile CNT command post at the scene;
- e. Contact the Real Time Crime Center (RTCC) to initiate the receipt and dissemination of all information concerning the crisis incident and tactical activation;
- f. Assign duties and responsibilities to CNT members and ensure completion of assigned duties;
- g. Monitor and provide the necessary responses to tactical team and Field Services radio transmissions;
- h. Provide CNT input during joint Field Services Bureau, tactical and CNT debriefing of a crisis incident;
- i. Provide the Tactical Commander or their representative with the tactical activation sheet, scribe log, reports, photos of the board and all other related paperwork within forty-eight (48) hours of the crisis incident being resolved;
- j. Maintain primary responsibility for all CNT related activities during the course and scope of the crisis incident activation;
- k. Provide a self-assessment of CNT activities to the Tactical Lieutenant. The Tactical Lieutenant will address any concerns or deficiencies of CNT during the activation in the AAR; and
- l. In the event that a tactical activation is cancelled prior to CNT arriving, the CNT team leader Sergeant will still arrive on scene and meet with the Tactical Commander to be briefed.

2. Primary Negotiator responsibilities include:

- a. Responsible for direct communication with the individual in crisis, to include all oral, electronic, or written contact; and
- b. Coordinate with the team leader Sergeant on appropriate responses to the individual in crisis, negotiate tactics and strategies intended to de-escalate, and diffuse the situation.
  - i. Debrief the individuals involved in the crisis incident.

3. Secondary Negotiator responsibilities include:

- a. Gives public announcements from the BearCat;



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- b. Serves as a highly trained communicator, in the event that the situation develops into a face-to-face negotiation;
  - c. Provides surrounding neighbors/neighborhoods with public service announcements during the course of an activation; and
  - d. Provides public service information to surrounding neighbors and neighborhoods, as appropriate, at the conclusion of an activation.
4. Coach responsibilities include:
- a. Trains to the level of a Negotiator;
  - b. Acts as a liaison and facilitator between the Negotiation Team and Primary Negotiator;
  - c. Channels pertinent information, questions, and directionality of the conversation to the Primary Negotiator;
  - d. Assists in the development of communication tactics, and provides moral support for the Primary Negotiator;
  - e. Controls access to the Primary Negotiator during the course of negotiations between the individual in crisis and the primary negotiator;
  - f. Maintains a record of telephonic contacts with the individual(s), as well as a summary of each telephonic communication between the individual(s) in crisis and the primary negotiator; and
  - g. Serves as the liaison between the Primary Negotiator and the CNT.
5. Scribe responsibilities include:
- a. Keep a written or electronic record of the negotiations. These records will include the date, time, and demands made by the individual(s), any responses to those demands, and other significant negotiation tactics or strategies during the course of a crisis incident;
  - b. Keep a written or electronic record of relevant intelligence information provided to or obtained by the primary and secondary negotiators; and
  - c. Keep written or electronic records that may be used to supplement and/or complete a post activation de-briefing.
6. Equipment Officer responsibilities include:
- a. Drive the mobile command post to a crisis incident activation scene;
  - b. Activate and maintain the electronic equipment utilized during the course of a crisis incident activation and any negotiations between the individual of the crisis incident and the primary and secondary negotiators;
  - c. Assist in gathering information and intelligence on the individual(s) involved in the crisis incident, to include the nature, background, or potential cause of the crisis; and
  - d. Assist with interviews of family, friends, witnesses, and any hostages released by the individual in crisis.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

7. Behavioral Sciences Section (BSS) Mental Health Consultant responsibilities include:

- a. Provides analysis and on-scene consultation to CNT primary and secondary negotiators and CNT members during the course of a crisis incident activation; and
- b. Provides analysis and on-scene consultation to the Tactical Commander during an activation.

F. Procedures

1. The CNT will employ reasonable and safe techniques in an effort to de-escalate crisis situations requiring a tactical activation or responding to individuals who are in crisis in an elevated position (i.e., threatening to jump from a bridge or building where a full tactical activation would not meet the threat assessment or matrix). The techniques will include, among other things, crisis and individual assessment, verbal de-escalation techniques, crisis/suicide intervention, active listening, and non-threatening, nonjudgmental communication intended to reduce tension, lower rising emotions, and calm the individual(s) and crisis situation.

G. Deployment

1. Trained, on-call CNT personnel will be deployed to attempt to resolve crisis incidents requiring tactical activation, including, but not limited to:
  - a. Hostage incidents;
  - b. Barricaded individuals that meet the criteria of SOP 2-20 Hostage Situations, Barricaded Individuals, and Tactical Threat Assessments;
  - c. Sniper situations;
  - d. Execution of search or arrest warrants in exigent circumstances;
  - e. Major disturbances at jails or detention facilities; and
  - f. Mass civil disturbances or demonstrations.
2. Whenever SWAT is activated and deployed to respond to a situation, CNT is used in conjunction with SWAT.
3. At the discretion of the on-scene supervisor, trained on-call CNT personnel may also respond to individual(s) who are in crisis at an elevated position (i.e., threatening to jump from a bridge or building, where a full tactical activation would not meet the threat assessment or matrix).
  - a. CNT response to this request will be approved through the Tactical Commander or Special Operations Division (SOD) Commander only after the Crisis Intervention Unit Detective has been contacted and has responded to the scene.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- b. Response will not be considered a tactical activation but only another resource to assist units in these types of situations. Incident command is maintained by the Incident Commander at the scene and not the Tactical Section.

**1-92-11 Tactical Emergency Medical Support (TEMS)**

A. TEMS Rules and Responsibilities

- 1. TEMS will be primarily responsible for supporting the Tactical/Open Space Section in resolving situations requiring a tactical emergency medical response. TEMS will respond to all tactical activations, or when requested by the EOD Sergeant to EOD activations at the direction of the Tactical Commander.
- 2. At the direction of the Tactical Commander, TEMS may be utilized for the following assignments:
  - a. Public events involving significant numbers of spectators;
  - b. Dignitary protection details; and
  - c. As requested by the Chief of Police or designee.

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- 3. TEMS personnel will not be used as part of the entry team during SWAT activations or as supplemental personnel during tactical activations. TEMS personnel will not perform any duties not part of the TEMS' job description.

- 4. TEMS personnel will maintain communication with the supervisor or team members while on assignment.

- 5. TEMS personnel will communicate by using the call number assigned to them, or be properly logged on to the KDT system.

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- 6. TEMS personnel will not discuss mission assignment details with personnel not assigned to the team.

N/A

- 7. TEMS personnel are expected to keep themselves in good physical condition.

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- 8. TEMS personnel will provide their supervisor a written inventory of property (Departmental and personal) that is carried in their assigned vehicle.

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- 9. TEMS personnel will immediately report any loss of Department property to their supervisor so that it can be replaced.

- 10. Any violation of the rules set forth above will result in disciplinary action and/or removal from TEMS.

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- 11. TEMS personnel will be prepared to stand for formal and informal inspections of their person and equipment upon request by their supervisor.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

B. TEMS Organization

1. The Tactical Commander will oversee TEMS supervisors and officers. The TEMS will be comprised of a medical director/physician, one collateral EMT-B certified supervisor, and collateral EMT-B certified officers.
2. Medical Director
  - a. The Medical Director for TEMS will be a residency trained, board certified emergency medicine physician who has completed an Emergency Medical Services (EMS) fellowship. The Medical Director will respond to call-outs and attend training days when available. The Medical Director will provide both direct and indirect care while functioning as the onsite Medical Control and Emergency Physician (MCEP). The MCEP will coordinate with local EMS/Fire Services to provide safe and effective care to those individuals that are injured during tactical activations.
- 7 3. TEMS Supervisor duties shall include, but are not limited to the following:
  - a. The TEMS Supervisor shall be directly responsible to the Tactical Commander.
  - b. The TEMS Supervisor shall be assigned to TEMS on a voluntary basis only;
  - c. The TEMS Supervisor shall be prepared to work alone if required;
  - d. The TEMS Supervisor shall maintain a professional working relationship with other members of TEMS as well as members of other Divisions of the Department in the interest of a coordinated police effort;
  - e. The TEMS Supervisor shall be responsible for the on-call schedule and ensure it is distributed to all other TEMS Officers;
  - f. The TEMS Supervisor shall be responsible for personnel reporting to their assignments properly equipped and on time;
  - g. The TEMS Supervisor shall maintain an up-to-date list of phone numbers and addresses of team members; and
  - h. The TEMS Supervisor shall be responsible for training subordinates in leadership in the event of their absence.

C. Training

- 6 1. All TEMS personnel will participate in required department in-service training.
2. Once a year, TEMS officers will participate in the Department's physical assessment to ensure that each officer meets the threshold performance requirements.
  - a. Personnel failing to meet minimum standards will be given three months to successfully complete the test. If the agility test is failed the second time, the officer will be removed from the team.





ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- b. TEMS officers must complete each category of the assessment with a minimum rating of sixty percent (60%).
    - c. TEMS officers will be allowed to re-test within three months of failing a physical fitness assessment. If TEMS officers do not comply with standards within three months, they will be removed from TEMS, unless there is a documented injury.
  3. TEMS will be required to attend monthly specialized training or any other training as directed by the SOD Commander.
  4. All personnel will maintain proficiency with their assigned weapons.
    - a. TEMS officers will be required to maintain proficiency on all assigned weapons in accordance with SOP 2-3 Firearms and Ammunition Authorization.
    - b. At a minimum, TEMS officers will be required to maintain a current NM EMT License and continuing medical education as set by State requirements.
- D. Uniform
  1. TEMS will follow the same uniform requirements as the Tactical Section. Refer to the Uniform Policy.
- E. Cooperation and Coordination
  1. TEMS personnel within the inner perimeter will function to allocate, manage, and provide intelligence to responding Fire/EMS services at the outer perimeter. Albuquerque Fire Rescue (AFR) personnel will remain on scene to transport officers in need of hospital medical care and coordinate Albuquerque Ambulance Service transport for non-city employees. Information provided will be:
    - a. Ingress/egress routes;
    - b. Number of victims;
    - c. Nature of injuries;
    - d. Need for additional resources; and
    - e. Threat assessment.
  2. When possible, the supervisor in charge of the operation will attend the appropriate briefing sessions in the concerned area command. Care must be used when disseminating information so that the integrity of the mission is not compromised.
- F. Requirements and Selection
  1. Must maintain all medical licenses and certifications to include but not limited to:
    - a. NM Medical License/EMT License



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

2. Maintain Yearly Continuing Medical Education:
  - a. Meet the approval of the Tactical Section Sergeants, Commander and Medical Director.
  - b. Must be willing to be on an on-call status.
  - c. Candidate must be willing to adjust hours and workdays to fit the needs of the Department. The candidate must be willing to purchase additional uniforms required for the job and must stay in good physical condition.
3. EMTs will follow Bernalillo County EMS Protocols.

**1-92-12 Use of Explosive Entries**

- A. When the safety of team members and/or the public is in jeopardy, and/or when entry into a fortified structure is not feasible through other means, the Tactical Commander may authorize the use of explosive breaching charges to enter the structure.
- B. This SOP is the standing document for the Special Weapons and Tactics Breaching Program/Team and will not be superseded by other Tactical Section SOPs.
- C. The Breaching Team Leader will be responsible for supervising and directing the Breaching Program/Team.

7 D. SWAT Sergeants will obtain authorization from the Tactical Commander prior to deploying any explosive breaching charge.

E. Criteria for Using Explosive Breaching Charges

1. Explosive breaching charges can be used in situations when penetrating structural fortifications is urgently needed to preserve the lives and the safety of all persons, such as those in hostage situations.
2. With the approval of the Tactical Commander, explosive breaching charges can be used in high-risk warrant services when fortifications cannot be safely breached by conventional means and when there is a reasonable threat of violence against officers.
3. Prior to utilizing explosive breaching charges, alternate methods of forced entry will be evaluated.

F. Procedures for Using Explosive Breaching Charges

1. Construction of Charge:

- a. The explosive charge will be designed, built, placed, and initiated only by breaching team personnel after consulting with the on-scene Tactical Commander.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

b. Only charges which have been successfully tested for the specific application will be utilized.

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2. Only trained breaching team personnel are authorized to build, test, and utilize explosive breaching charges unless exigent circumstances exist, as outlined in "Use of EOD Technicians" below.

3. Use of Explosive, Breaching Trained and Certified Officers:

a. An explosive, breaching trained and certified officer will place and detonate the charge. They may utilize the appropriate explosive breaching charge, after advising the Tactical Commander in each circumstance.

G. Periodically, as determined by the Tactical Commander, EOD will train with SWAT and K9 on explosive breaching operations.

H. EOD technicians will conduct render safe procedures for misfires during explosive breaching operations.

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I. Reporting

1. An explosive shot report will be completed for each explosive breaching, for both practice and actual use.

2. For live operations only, photographs will be taken of the post-shot scene.

3. For live operations only, the explosive shot will be recorded in an incident report.

4. Pre-shot photos will be taken only if doing so will not jeopardize the investigation or safety of officers and citizens.

J. Security and Safety

1. A secure perimeter will be in place to ensure that no persons are allowed in dangerous proximity during the use of a breaching charge. The distance will be determined by the type of charge. This will include evacuating people inside the perimeter as necessary.

2. During a live operation, the Tactical Lieutenant will request and maintain AFR rescue and fire equipment on-scene during the utilization of a breaching charge in order to provide fire and medical support.

K. Storing Explosives and Breaching Charges

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1. All explosives will be stored in accordance with Bureau of Alcohol and Tobacco Firearms & Explosives (BATF & E) regulations.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

2. Detonators will be stored in non-shock sensitive containers and in an area separated from explosive breaching charges.

L. Transportation of Explosives

1. Transportation of explosives and charges will be in accordance with BATF & E standards, as administered by the BATF & E Albuquerque office.

M. Research, Development and Testing of Explosive Breaching Charges

1. Dual/redundant charge calculation sheets with pressure diagrams, photographs, and pertinent sketches will be completed prior to firing development charges.

**1-92-13 Chemical Munitions and Noise Flash Diversionary Device (NFDD)**

A. NFDD

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1. NFDDs will only be deployed by tactical personnel upon authorization from a Tactical Supervisor.
  - a. If there are exigent circumstances and a tactical officer has to react immediately to prevent harm to officers or civilians, then the tactical officer may deploy an NFDD without prior authorization from a Tactical supervisor.
  - b. When a tactical officer deploys an NFDD without prior authorization from a Tactical Supervisor due to exigent circumstances, the tactical officer will immediately notify a Tactical Supervisor when it is safe to do so, and the Tactical officer will comply with the documentation protocols set forth herein.
  - c. The deployment of all NFDDs will be documented. The documentation shall include:
    - i. A description of the reasons for deployment;
    - ii. A description of the exigent circumstances, if any, leading to the deployment of an NFDD without tactical supervisory authorization;
    - iii. The method of deployment;
    - iv. The effects of the deployment;
    - v. A description of any injuries or property damage resulting from the deployment; and
    - vi. An assessment of the outcomes of the deployment.
  - d. If an NFDD is deployed inside a structure or near a vehicle, or if using an NFDD causes injury, was reasonably expected to cause injury, or results in a complaint of injury, it shall be reported to and investigated by the Internal Affairs Force Division (IAFD) as a Level 2 use of force.
  - e. If using an NFDD results in serious physical injury, hospitalization, or death, it shall be reported to and investigated by IAFD as a Level 3 use of force.
  - f. NFDD deployments and structures:
    - i. NFDD deployments inside a structure are considered uses of force.
    - ii. If an NFDD is deployed outside a structure and is used as a means to gain the attention of an individual, it will not be considered a use of force.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

- g. NFDD deployments and vehicles:
  - i. NFDD deployments inside a vehicle are considered a use of force.
  - ii. NFDD deployments used near a vehicle are a use of force. If an NFDD is used as a means to gain the attention of an individual that is inside a vehicle or recreational vehicle, it shall not be deployed close enough for the pressure from the NFDD blast to affect the individual. Such a deployment will be considered a Level 1 use of force unless the individual complains of pain or exhibits signs or symptoms of pain.
  - iii. If the pressure from the NFDD blast causes the individual to complain of pain or exhibit signs or symptoms of pain, or if the pressure causes damage to the vehicle, the use of the NFDD shall be reported and investigated as a Level 2 or 3 use of force, based on the criteria above.
- h. SOD supervisors will investigate Level 1 uses and shows of force in accordance with SOP 2-57 Use of Force—Review and Investigation by Department Personnel.
  - i. If an NFDD fails to detonate, EOD will be contacted immediately and will respond to employ render safe procedures.
  - j. Even if the structure or vehicle is vacant, the deployment of an NFDD inside a structure or inside or near a vehicle will be reported and investigated as a use of force.

B. Chemical Munitions

1. The following chemical munitions are used by the Department:

- a. CS Tri-Chamber;
- b. CS Triple Chaser;
- c. CS Hand Ball;
- d. OC Vapor Aerosol;
- e. 40-mm Ferret Barricade Round, OC; and
- f. 40-mm Ferret Barricade Round, CS.

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2. The deployment of chemical munitions shall be considered, at a minimum, a Level 2 use of force and shall be reported to and investigated by IAFD. IAFD will determine whether the deployment was a Level 2 or Level 3 use of force as defined by SOP 2-53 Use of Force Definitions.

3. Even if the structure is vacant, the deployment of a chemical munition inside or outside of a structure will be reported and investigated as a use of force.

**1-92-14 Annual Retention Review**

A. All Tactical Section team members will be subject to an annual review to ensure they meet the delineated criteria for their position.

B. The annual review shall be comprised of:



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-92 (Formerly 6-8) Effective: 07/09/20 Review Due: 07/09/21 Replaces: 06/09/17

1. Review of the team member's Employee Work Plan by the chain of command;
  2. File review of the team member by the chain of command; and
  3. Annual meeting with the Behavioral Sciences Division.
- C. Should negative issues arise during this review; the team member will be subject to retraining, progressive discipline, and/or removal from the unit.
- D. Annual Review

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1. The supervisors of the Tactical Section will conduct an annual meeting every January to analyze the activities of the previous year. The supervisors will review information regarding the number of activations/deployments, arrests, use of force, seizures, and weapons discharges, injuries to persons or domestic animals, and kinds of deployment. During this meeting, they will discuss policies, procedures, legal developments, training updates, operational evaluations, Force Review Board recommendations, and AARs. After this meeting, the Division Commander will finalize the annual report. If any changes are required, those changes shall be implemented 90 days or less from the review date, if feasible.