



ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP 1-95 (Formerly 6-3)

Effective: 11/19/2021

Review: 11/19/2022

Replaces: 12/24/2019

1-95 METRO TRAFFIC DIVISION

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

- [1-39 DWI Unit \(Formerly 6-4\)](#)
- [2-40 Misdemeanor Traffic and City Ordinance Enforcement](#)
- [2-41 Traffic Stops](#)
- [2-42 DWI Investigations and Revoked/Suspended License](#)
- [2-46 Response to Traffic Crashes](#)

B. Form(s)

- City of Albuquerque Abandoned Vehicle Notification
- City of Albuquerque Towed Vehicle Notification

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

1-95-1 Purpose

The purpose of this policy is to outline the procedures for Metro Traffic Division personnel whose primary purpose is traffic enforcement, crash investigations, escorts, and special event traffic management.

1-95-2 Policy

It is the policy of the Albuquerque Police Department (Department) to establish, train, and use the Metro Traffic Division as a complementary unit to assist the field with traffic-related investigations, enforcement, and planning. The Metro Traffic Division also assists the Department with training and administrative reviews of Department involved crashes.

N/A

1-95-3 Definitions

A. Multi-Agency Fatal Call-Out Team

A team comprised of the Department Traffic Fatal Team, Bernalillo County Sheriff's Officer personnel, and New Mexico State Police personnel who respond to Police Actions that led to a serious injury crash or a fatal crash who may take lead on an investigation for a serious injury crash or a fatal crash.



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B. Police Action

An official police activity including, but not limited to a vehicle pursuit, directing traffic, sobriety checkpoints, traffic stops, felony stops, and escorts or motorcades.

C. Selective Traffic Enforcement Programs (STEP)

Enforcement which is proportional to traffic accidents concerning time, place, and type of violation.

D. Serious-Injury Crash

A crash involving serious injuries that could result in death.

7 1-95-4 **Metro Traffic Division Generally**

N/A A. The Metro Traffic Division consists of the:

1. Abandoned Vehicle Unit;
2. DWI Unit;
3. Freeway Unit;
4. Hit and Run Unit; and
5. Motors Unit.

N/A B. Metro Traffic Division Unit personnel shall abide by the requirements in SOP Misdemeanor Traffic and City Ordinance Enforcement, SOP Traffic Stops, and SOP Response to Traffic Crashes (refer to SOP Misdemeanor Traffic and City Ordinance Enforcement, SOP Traffic Stops, and SOP Response to Traffic Crashes for sanction classifications and additional duties).

C. The Metro Traffic Division Sergeants shall manage the on-call list for fatal crash and serious injury crash call-outs.

D. The Metro Traffic Division Lieutenant shall:

1. Manage and supervise the Metro Traffic Division Unit Sergeants;
2. Be responsible for designing and implementing traffic management plans; and
3. Issue motorcycles to Motors Unit personnel.

E. The Crime/Traffic Analyst shall:



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1. Collect and review all traffic-related data, which are provided to the Metro Traffic Division Lieutenant so that Selective Traffic Enforcement Programs (STEP) may be coordinated; and
2. Complete and provide annual crash analysis reports to the City of Albuquerque Traffic Engineering Division.

7 1-95-5 **Unit Rules and Responsibilities**

A. Abandoned Vehicle Unit personnel shall:

1. Take calls for service pertaining to vehicles that have been reported to the 311 Community Contact Center as abandoned;
2. Once on-scene, verify the registration information in order to obtain the contact information for the registered owner of the vehicle and attempt to make contact with the owner;
3. If they are unable to make contact with the registered owner, place an abandoned vehicle sticker ("red tag") on the vehicle and complete a City of Albuquerque Abandoned Vehicle Notification; and
 - a. The registered owner has seven (7) calendar days from the date the sticker was placed to remove their vehicle from the location.
 - b. If the registered owner does not remove their vehicle, a Police Service Aide (PSA) shall have the vehicle towed.
4. Once the vehicle has been towed, complete a Uniform Incident Report; then, mail a copy of the report and a copy of the City Towed Vehicle Notification to the registered owner.

N/A B. DWI Unit personnel shall abide by the requirements in SOP DWI Unit (refer to SOP DWI Unit for sanction classifications and additional duties).

C. Freeway Unit

1. Freeway Unit personnel shall:
 - a. Respond to all crashes on the interstate(s);
 - b. Enforce traffic laws;
 - c. Enforce commercial motor vehicle (CMV) violations; and
 - d. Complete CMV safety inspections.
2. Freeway Unit personnel may leave the interstate for Priority 1 calls and fatal crashes or serious injury crashes.

D. Hit and Run Unit personnel shall:



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1. Complete follow-up investigations on all forwarded hit and run crashes with offender information;
2. Contact registered owners of hit and run offender vehicles to obtain insurance information; and
3. File criminal complaints for cases resulting in no insurance or any other criminal offense.

E. Motors Unit

1. Motors Unit personnel shall:
 - a. Patrol all areas of the City and enforce all traffic violations observed;
 - b. If needed, use Tact Plans to target specific traffic violations in specific areas when requested;
 - c. Respond, investigate, and complete State of New Mexico Uniform Crash Reports;
 - d. Conduct investigations for fatal crashes and serious injury crashes consistent with SOP Response to Traffic Crashes;
 - e. When available and reasonable, take primary for Field Services Bureau (FSB) personnel responding to crashes to enable FSB personnel to take other calls for service;
 - f. Maintain the Department Fatal Traffic Team vehicle;
 - i. The primary on-call Motors Unit officer may take home the Fatal Traffic Team vehicle.
 - ii. Motors Unit personnel shall not use the Department Fatal Traffic Team vehicle as a patrol vehicle.
 - g. Wear their Department-issued helmet at all times while operating a police motorcycle; and
 - h. Return motorcycles to the Metro Traffic Division Lieutenant when they leave the Unit.
2. Motors Unit personnel may use pool motorcycles during the maintenance of their Department-issued motorcycles.

F. Motors Unit personnel and DWI Unit personnel shall:

1. Complete DWI investigations that are the outcome of a traffic stop or the outcome of a crash to which they are dispatched, consistent with SOP DWI Investigations and Revoked/Suspended License;
2. Assist with major City events that require traffic management plans; and
3. Assist with any traffic escorts ordered by the Chief of Police or their designee. escorts may include:



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- a. Funeral processions for which the decedent:
 - i. Was actively employed (or volunteered) in any capacity by the Department;
 - ii. Was actively employed or honorably retired as a law enforcement officer or firefighter with any federal, state, or local agency;
 - iii. Had an immediate family relationship with an employee of the Department; or
 - iv. Is determined by the Chief of Police to be a person worthy of the escort as a result of exemplary public service.
 1. Suicides and deaths suffered during the commission of a criminal act by or in collusion are not considered to be an honorable death.
- b. Dignitary protection; and
- c. Over-sized load transports.

1-95-6 Motorcycle Safety Board

N/A A. The Motorcycle Safety Board shall be comprised of:

1. The Metro Traffic Division Lieutenant; and
2. Three (3) sworn and certified motorcycle instructors.

7 B. The Motorcycle Safety Board shall:

1. Evaluate crashes involving personnel who operate Department motorcycles;
2. Evaluate equipment for safety purposes;
3. Present guidelines, procedures, and policy on training and safety to the Metro Traffic Division Commander;
4. Organizes and evaluates motorcycle instructor manuals and trains Motors Unit personnel; and
5. Address personnel safety concerns.

7 1-95-7 Training

A. Motors Unit personnel shall:

1. Complete the Advanced Motorcycle Training Program to be issued and operate a motorcycle while on patrol; and
2. Be certified to ride their Department-issued motorcycle within six (6) months of transferring to the unit.



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- a. Motors Unit personnel are allowed up to two (2) attempts to pass the Advanced Motorcycle Training Program certification examination.
- b. Failure to pass the Advanced Motorcycle Training Program certification examination shall result in removal from the Motors Unit.

N/A

- B. Metro Traffic Division personnel provide training to Department personnel, outside agencies, and the community with a focus on traffic-related topics.