



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-107

Effective: 02/01/2023 Review: 02/01/2024 Replaces: 07/30/2021

2-107 USE OF CRIME SCENE SPECIALISTS (CSS) UNIT

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

[1-35 Crime Scene Specialist \(CSS\) Unit \(Formerly 5-8\)](#)
[2-98 Gunshot Detection Procedure](#)

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

2-107-1 Purpose

The purpose of this policy is to provide Albuquerque Police Department (Department) personnel with procedures when requesting a Crime Scene Specialist (CSS) to recognize and collect forensically-significant evidence at crime scenes, including but not limited to crime scenes for serious crimes call-outs and to photograph all uses of force.

2-107-2 Policy

It is the policy of the Department to use the CSS Unit to properly recognize, preserve, and collect forensic evidence in a timely manner, through advanced forensic training that goes beyond the scope of what a standard Field Service Bureau (FSB) sworn personnel receives.

N/A

2-107-3 Definitions

A. Crime Scene Specialist (CSS)

A civilian Department employee responsible for recognizing, collecting, and preserving all forensically-significant evidence at crime scenes and properly submitting that evidence to Scientific Evidence Division (SED) personnel for analysis.

B. Life-threatening Injury

Any injury that involves serious physical harm that may result in significant or permanent disfigurement or the loss of a major bodily organ or function, including, but



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not limited to, the loss of a limb, paralysis, or the loss of eyesight, that may necessitate medical or surgical intervention to prevent permanent impairment, that could potentially cause a significant reduction in the quality of life, or that has the likelihood of causing death.

C. Serious Crime Call-Out

A serious crime call-out is generated when an individual sustains a life-threatening injury such as paralysis, double amputation, complete blindness, brain death, and/or the individual has a twenty percent (20%) or lower chance of survival.

6 2-107-4 **Procedures**

A. Requesting CSS Unit Personnel

1. Department personnel shall call for CSS Unit personnel for the following incidents:

- a. High-priority calls for service that include, but are not limited to:
 - i. Homicides;
 - ii. Fatal vehicle crashes;
 - iii. Juvenile calls for service with serious injury; and
 - iv. Violent crimes resulting in life-threatening injuries.

2. Emergency Communication Center (ECC) dispatchers shall dispatch the following calls for service in the following order unless there is an articulable reason for the deviation or as directed by a SED supervisor:

- a. Serious and life-threatening injuries;
- b. All levels of use of force, including shows of force;
- c. Gunshot detection system follow-up canvasses, consistent with SOP Gunshot Detection Procedure (refer to SOP Gunshot Detection Procedure for sanction classifications and additional duties);
- d. Criminal sexual penetration crimes;
- e. Unattended or unexpected deaths that are unnatural in nature, including overdoses;
- f. Juvenile calls for service without serious injury;
- g. All apparent suicides;
- h. Domestic violence;
- i. All felony crimes involving forensically-significant evidence, including armed robberies;
- j. Property crimes;
- k. Processing a warrant;
- l. Accidental discharges of Department-issued firearms or intermediate weapon systems, except for training purposes;
- m. Calls for service when sworn personnel leave the scene, but request a CSS respond and take photos or process evidence; and
- n. Any call as requested by the Chief of Police, their designee, or SED supervisor.

N/A



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N/A

3. Department personnel shall be aware that CSS Unit personnel shall respond to calls in order of priority as outlined in SOP Crime Scene Specialists (CSS) (Refer to SOP Crime Scene Specialists (CSS) Unit for sanction classifications and additional duties).