



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-35 (Formerly 2-29) Effective: 08/18/2020 Review: 08/18/2021 Replaces: 10/16/17

2-35 EMERGENCY RESPONSE TEAM (ERT)

Related SOP(s), Form(s), and Other Resource(s):

A. Related SOP(s)

- [2-8 Use of On-Body Recording Devices \(OBRD\)](#)
- [2-19 Response to Behavioral Health Issues](#)
- [2-23 Use of Canine Unit](#)
- [2-52 Use of Force – General](#)
- [2-56 Use of Force Reporting by Department Personnel](#)
- [2-80 Arrests, Arrest Warrants, and Booking Procedures](#)
- [2-82 Restraints and Transportation of Prisoners](#)
- [3-31 Physical Fitness Testing and Training](#)
- [4-21 Response to First Amendment Assemblies and Demonstrations and to Unplanned Incidents](#)

B. Form(s)

- Criminal Complaint
- Personnel Review Form
- PD 3069 Pre-Booking Worksheet and Prisoner Property Inventory
- PD 3111 Emergency Response Team Event/Incident Action Plan
- PD 3112 Emergency Response Team After-Action Report
- PD 3113 Albuquerque Police Department Review and Assessment
- PD 3114 Multi-Agency Review and Assessment
- PD 3115 Multi-Agency ERT SOP Assessment

C. Other Resource(s)

None

2-35-1 Purpose

The purpose of this policy is to establish the Emergency Response Team's (ERT) roles and responsibilities prior to, during, and after mobilization of the ERT in response to planned or unplanned events or incidents of an emergency or nonemergency nature. Such incidents may include riots, civil unrest, and natural disasters. Such incidents may also require response to peaceful assemblies, which may include marches, protests, or other gatherings. Other situations where the ERT may be deployed include dignitary protection activities, critical incidents that require scene security, and other situations for which field services requests the deployment of the ERT personnel and resources.

2-35-2 Policy



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It is the policy of the Albuquerque Police Department's (Department) ERT to act as a rapid deployment, mobile field force that is activated in response to requests for deployment to nonemergency peaceful gatherings where citizens appear to be exercising their First Amendment rights in the following places: in civil assemblies; emergency incidents; civil unrest and disturbances; and declared states of emergency and natural disasters. It is the policy of the Department to prohibit the use of police service dogs for crowd control, consistent with SOP Use of Canine Unit.

The ERT shall respond to all civil gatherings where the potential for violence or other illegal behavior exists. After the ERT is activated, the ERT shall act against any threats to public safety or where danger to property begins to develop. The ERT shall respond to large assemblies which may require deployment of a mobile field force, as well as to other incidents if requested by the APD chain of command or by Field Services supervisory personnel.

ERT personnel are trained for deployment to a wide variety of situations requiring the ERT support. ERT responders are committed to the balance of preserving the peace and protecting property, while upholding the constitutional and statutory rights of civilians and safeguarding officer safety.

In fulfilling these responsibilities, the ERT will make reasonable efforts when feasible to employ methods of crowd management as the primary means of restoring order. Should such methods prove unsuccessful, arrests may be made when necessary, to protect civil order, public safety, and commensurate with available staffing levels. All arrests shall be based on probable cause of violation of a criminal statute or ordinance, and arresting officers shall use only the minimum amount of force that is reasonable, necessary, and proportional, consistent with the Use of Force suite of policies, to make the arrests. To the extent possible under the circumstances, arrests shall be made in an organized manner by units under the direction of the Chief of Police or his designee. All arrests shall be fully documented. Arrestees shall be protected, adequately cared for, and expeditiously processed for court or release.

As described in this policy, the Department and the ERT will strive to effectively manage crowds during demonstrations or civil disturbances, maintaining the overarching goal of preventing loss of life, injury, or property damage, and minimizing disruption to persons who are not involved in the incident. This policy is not intended to provide specific guidance for the ERT responses where individuals in crisis or bystanders are present. (See SOP - Response to Behavior Health Issues.) However, officers involved in responding under this policy are expected to adhere to the guidance found in this policy, while also striving to protect life, property, and the continuing exercise of participants' rights under the First Amendment of the United States Constitution.

It is the Department's declared policy that persons and groups have a right to organize and participate in peaceful First Amendment assemblies on the streets, sidewalks, other public ways, and in the parks of the City of Albuquerque. Persons and groups have a right to engage in First Amendment assembly near the object of their protest so that they may be



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seen and heard. However, this right is subject to reasonable restrictions designed to protect public safety, persons, and property. The exercise of this right should also consider the safety of persons not participating in the assemblies.

2-35-3 Definitions

A. Civil Disturbance

A gathering that constitutes a breach of the peace or any assembly of persons where there is an imminent or probable threat of violence, destruction of property, or other unlawful acts. Such a gathering may also be deemed a riot or unlawful assembly, occurring beyond the permissive scope of a City ordinance, such as the Albuquerque Free Expression Ordinance Ord. 35-2005 § 7-3-1, or other state or federal law.

B. Crowd Control

Techniques used to address civil disturbances, to include a show of force, crowd containment, use of dispersal equipment and tactics (excluding the use of police service dog handlers), and preparations for multiple arrests. The use of police service dogs for crowd control is prohibited.

C. Crowd Management

Techniques used to manage lawful assemblies before, during, and after the event for the purpose of maintaining their lawful status. These techniques will involve event planning, pre-event contact with group leaders, issuing permits when applicable, information gathering, observational assessment of participating and nonparticipating individuals, personnel training, and other similar means.

D. Demonstration

A lawful assembly of persons organized primarily to engage in protected activities under the First Amendment of the United States Constitution. These may be scheduled events that facilitate law enforcement planning. These activities include, but are not limited to, marches, protests, and other assemblies intended to attract attention. Lawful demonstrations may devolve into unlawful civil disturbances that may require law enforcement action.

E. Events

Events are those that the Department is aware of in advance.

F. First Amendment



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An amendment to the Constitution of the United States that guarantees the right of free expression. This amendment includes the freedom of speech, the freedom of assembly, the freedom of religion, and the freedom of press.

G. High Alert

A required deployment to the identified location within 30 minutes of notification (normal on-call deployment is within 60 minutes of notification).

H. Incidents

Incidents are ones about which the Department has no prior knowledge. Such incidents may consist of spontaneous gatherings and/or large-scale First Amendment assemblies.

I. Incident Action Plan/Event Action Plan (IAP/EAP)

A written plan that defines incident objectives and reflects the tactics necessary to manage an event or incident during an operational period.

J. Natural Disaster

Any hurricane, tornado, storm, flood, high water, tidal wave, earthquake, volcanic eruption, landslide, snowstorm, fire, explosion, or other catastrophe which causes or may cause damage of sufficient severity and magnitude such that emergency action is necessary to preserve and protect human life or property.

K. Operational Plan

Process of formulating coordinated sequence of methodical activities and allocation of resources of the police organization for attaining mandated objectives and goals.

L. Riot

Any use of force or violence, or any threat to use force or violence, if accompanied by the immediate power of execution by three or more persons acting together, and without authority of law, which cannot be controlled or stopped under existing conditions and authority.

2-35-4 Rules and Responsibilities

A. The ERT chain of command consists of the following:

1. Chief;
2. Deputy Chief, Field Services Bureau;



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3. Operations Review Lieutenant (ORL);
4. ERT Lieutenants;
5. ERT Sergeants (two per team) – to include training and property/supply; and
6. ERT officers.

B. Incident Commander (IC) of First Amendment Assemblies

1. The Chief of Police or an official or officer designated directly by the Chief through operation of the chain of command will be the IC at scenes of First Amendment assemblies. Incident Command will be assumed by deploying personnel pursuant to an operational plan or in response to a First Amendment assembly or a lawful order.
2. Only command level personnel (Lieutenant or above), trained in mobile field force operations and planning, should be designated as an IC for these types of events.
3. In order to prevent breakdown of command and control, only the IC and essential personnel shall be at the incident command post. All other nonessential personnel, including executive staff, shall be staged at locations away from the incident command post. The location for the nonessential personnel should be clearly established in the planning stage and indicated in the IAP.
4. Once established, incident command responsibility does not automatically pass from one officer or official to another simply by the appearance or arrival of a senior official or officer at the scene of the assembly. In such instances, incident command responsibility will pass only upon verbal acceptance of that responsibility by the senior official. Once the transfer occurs, the IC relinquishing command shall notify radio communication central control of the change.

C. The ERT Operational Teams consist of five teams:

1. Silver Team;
2. Red Team;
3. Gold Team;
4. Blue Team; and
5. White Team.

D. Requirements



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1. The ERT personnel, including officers, Sergeants, and Lieutenants, shall maintain the following requirements:
 - a. Be certified, sworn police officers of the rank of Patrolman First Class or higher;
 - b. Be assigned to the Field Services Bureau in a patrol capacity; and
 - c. Meet and maintain a minimum overall physical fitness standard in accordance with SOP Physical Fitness Testing and Training. Based upon the Department's Academy physical fitness standards, these categories have been established by the ERT chain of command and are applicable to current ERT members in the following manner:
 - i. The ERT officer who fails to meet a physical fitness standard will be allowed to retest within ninety (90) days;
 - ii. If the ERT officer fails to meet that physical fitness standard within (90) days of the original test failure, they may be dismissed from ERT; and
 - iii. The ERT officer may appeal their dismissal through the ERT chain of command. The chain of command's decision shall be final.

N/A

E. Responsibilities

1. ERT members will fulfill the following responsibilities:
 - a. Be assigned to the ERT on a voluntary basis only;
 - b. Be reassigned, if necessary, after each bid to ensure uniform dispersal throughout the Field Services Bureau;
 - c. While on primary or secondary on-call status, maintain all ERT gear, riot protective suits, and the ERT alpha uniform in assigned police vehicles, and, when called out, be present and accounted for in one (1) hour or less at the designated staging area;
 - d. Maintain a cell phone that will be used for on-call notification;
 - e. Maintain all ERT equipment and turn in any non-serviceable equipment to the ERT property/supply Sergeant. When separated from ERT, return all equipment to the ERT property/supply Sergeant; and
 - i. Officers will report any shortage or loss of equipment to the ERT supervisors as soon as possible.
 - ii. Officers removed from or who leave the ERT shall coordinate with the property/supply Sergeant to turn in all ERT equipment within seven (7) days.
 - iii. Officers will coordinate all property and supply issues, including turn-in, replacement, and first-time issue of equipment, through the property/supply Sergeant.
 - iv. ERT officers shall not circumvent the ERT property/supply Sergeant.
 - f. Record all activities and contacts with citizens during any ERT activations in accordance with SOP Use of On-Body Recording Devices and SOP Use of Force - General.

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N/A



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2. An ERT Sergeant shall deploy when ERT is requested, and they will fulfill the following responsibilities:
 - a. Maintain a cell phone list and text-messaging group for call-outs;
 - b. Ensure squad members acknowledge the call-out via voicemail, text messaging, or radio;
 - c. Assume control of the ERT situation and coordinate activities under the direction of the Operations Review Lieutenant (ORL) or designee;
 - d. Review the need for increasing or decreasing the numbers of team members required on an on-going basis throughout the incident or situation;
 - e. Monitor the incident or situation and advise the on-call ERT Lieutenant of current conditions;
 - f. Place affected squads on high alert when a call-out is anticipated but not yet certain;
 - g. Ensure all ERT members record all activities and contacts with citizens during any ERT activations in accordance with SOP Use of On-Body Recording Devices and SOP Use of Force Reporting by Department Personnel;
 - h. Notify ERT chain of command of any issues or of an expanding mission or situation;
 - i. Ensure that Sergeants are assigned two to a team;
 - j. Ensure that one Sergeant does not supervise more than eight ERT officers; and
 - k. Require Sergeants to obtain and maintain Basic Instructor Certification.
3. The ERT Training Sergeant will fulfill the following responsibilities:
 - a. Track all training conducted for the ERT;
 - b. Maintain a historical record of training and files for all ERT personnel and teams. Records will include:
 - i. Department of Public Safety (DPS) weapon qualification scores and
 - ii. Department physical fitness assessment scores.
 - c. Ensure all ERT officers perform within and meet required standards.
 - i. If officers perform below established minimum standards, track and report on all deficiencies.
 - ii. Publish a yearly training calendar before each bid to ensure maximum participation and to reduce the impact on personnel in the area commands.
 - iii. Maintain training files on mandated ERT training.
 - iv. Work with all ERT Sergeants to assign trainers and jointly identify training deficiencies as well as current and future needs.
 - v. Report on any training issues or concerns to the ERT Lieutenant.
4. The ERT property/supply Sergeant will fulfill the following responsibilities:
 - a. Track and maintain current and historical records on all ERT property and ERT property which has been assigned to individual officer;



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- b. Conduct annual inspections of all inventories. Report all findings or discrepancies to the ERT review boards and to the Department's property unit;
 - c. With Department property personnel, conduct quarterly audits of all ERT equipment issued to individual officers;
 - d. Track use and maintain supplies of ERT ammunition. When levels reach reserve minimums, work with Operations Review to order additional ammunition as necessary. This includes the following:
 - i. Training pistol and rifle ammunition;
 - ii. Less lethal ammunitions; and
 - iii. Chemical ammunitions.
 - e. Inform the ORL regarding the status of all property and supplies, discuss any property issues or problems; and
 - f. Report any property or supply issues to the ERT Lieutenant.
5. The ERT Lieutenant will fulfill the following responsibilities:
- a. When notified by a field supervisor or by Communications of an ERT request, determine if deployment of specific resources is applicable and what assets should be utilized;
 - b. Respond to situations involving large-scale operations and civil disturbances;
 - c. Respond to any incident when so requested by the chain of command; and
 - d. When it is determined that ERT is needed, contact the on-call ERT Sergeant to confirm they understand the assignment. Convey essential information to ensure proper notification and deployment, to include:
 - i. Type and nature of incident;
 - ii. Type and number of resources needed;
 - iii. Point of contact for the field/specialized unit incident commander (IC);
 - iv. The designated staging area and approach route; and
 - v. Notify the Office of Emergency Management that potential emergency circumstances have occurred when necessary.
6. The ERT Commander position is held by the ORL. The requirements and responsibilities of this position include the following:
- a. Be responsible for saving, maintaining, and organizing all ERT historical data for easy retrieval. Data will include:
 - i. All photos, recordings, videos, reports, documents, and incident action plans; and
 - ii. All After-Action Reports on all ERT call-outs and cost analyses.
 - b. Maintain all historical operational records, such as training, property, inspections, purchases, and rosters;
 - c. Be responsible for publishing the on-call schedule and ensuring that it is approved, distributed, and on file with Communications;
 - d. Assist the property/supply Sergeant with purchases and expenditures for ERT personnel and property;



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- e. Serve as secretary of the ERT review board and schedule the monthly meetings;
- f. Ensure copies of all information noted above are given to the administrative sergeant to ensure proper documentation, communication, and situational awareness for the chain of command; and
- g. Ensure that all ERT SOP changes are forwarded to partner agencies and the Multi-Agency ERT SOP Assessment Form is attached. This will allow partner agencies an opportunity to provide feedback on any changes, in particular as they impact multi-agency responses.

2-35-5 Training

- A. ERT officers will receive 40 hours of training in crowd control and demonstrations, which will include strategies for crowd containment, crowd redirecting, and planned responses prior to being deployed to deal directly with crowd control.
- B. Training will also include techniques that safeguard the fundamental rights of individuals who gather or speak out legally.
- C. All personnel will be required to attend in-service training on a periodic basis. Training will be determined by the ERT review board in order to meet the needs of the team and the Department.
- D. Mandated Training
 - 1. A minimum of one (1) day per quarter will be devoted to individual and team training.
 - 2. All ERT members will participate in the ERT major exercise, which consists of team building events. This training will be conducted a minimum of once per year for all members of ERT and the Horse Mounted Unit (HMU).
- E. All training events will have assigned instructors and assistant instructors. They will follow an approved lesson plan and generate an After-Action Report (AAR), to include a roster of those who attended. Training files will be approved and maintained by the ERT Training Sergeant and forwarded to the administrative sergeant for historical archiving.
- F. ERT officers who fail to attend more than one (1) training event within a year may be removed from ERT by the ERT review board.
- G. All personnel will maintain proficiency with their assigned weapons. Proficiency will be assessed using the approved DPS qualification.
- H. All team members who are assigned 40-millimeter impact launchers will recertify annually during Department firearms qualification.



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- I. Training with partner agencies should be conducted at least once a year. Such a training should include a major practical exercise and include Department units that would be responding to any major ERT activation.

2-35-6 Planning for Events

A. Responsibilities

1. Under the direction of the Chief of Police, the ORL or designated ERT Lieutenant will bear the responsibility of planning for events. In this capacity, they shall manage the following tasks:
 - a. Coordinate all aspects of the event plan with the affected elements, units, and personnel;
 - b. Coordinate activities with other law enforcement agencies, as necessary; and
 - c. Designate liaison officers to work with demonstration leaders before, during, and after the demonstration.
 2. These events may include demonstrations, protests, marches, or other gatherings that are expected to draw large crowds.
 3. Every effort shall be made to establish advance contact with the leaders of a demonstration and to gather information about the event to ensure accurate assignment of Department personnel and resources. Staffing levels will be determined to the extent possible, based on projected numbers of participants, pre-event intelligence, and sufficient personnel needed to ensure participant and officer safety.
 4. While in contact with the leaders of a demonstration, supervisors (whether ERT or otherwise) will encourage the peaceful and lawful gathering of individuals.
 5. The ORL will encourage organizers facilitating the event to gain necessary permits by referring the organizer to contact City of Albuquerque Cultural Services Community Events Division.
 6. In addition, the ORL should inform the organizers that the Department and City of Albuquerque may impose reasonable restrictions on the time and place of the event, as well as on the manner in which persons engage in their First Amendment activities.
- B. The Department shall place only those limitations and restrictions on demonstrations necessary to maintain public safety and order and, to the degree possible, to facilitate uninhibited commerce and freedom of movement.
- C. The ORL or designated ERT Lieutenant will gather at least the following necessary



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information:

1. What type of event is planned;
 2. When is it planned;
 3. What is the past history of conduct at such events, and have the group leaders been cooperative;
 4. Will the event coincide with other large-scale events, such as sporting events;
 5. Is opposition to the event expected;
 6. How many participants are expected;
 7. What are the assembly areas and movement routes;
 8. What actions, activities, or tactics are anticipated, including demonstrator devices designed to thwart arrest, such as dragon sleeves and U-locks;
 9. What, if any, critical infrastructures are in the proximity of the event, such as schools, hospitals, or government facilities;
 10. Have other agencies, such as AFR, Emergency Medical Services (EMS), Office of Emergency Management and other nearby law enforcement agencies, been notified;
 11. Is there a need to request mutual aid;
 12. Will off-duty personnel be required; and
 13. Has ERT been notified of the situation and deployed as necessary to augment the capabilities of FSB personnel.
- D. During an ERT deployment, ERT officers shall only be used for dealing with crowd control. All hard post and traffic positions should be assigned from other resources. These assignments should be determined during the planning stage.
1. ERT officers may be deployed to incidents other than crowd control only at the discretion of the Chief of Police or designee.
- E. ERT or field officers shall not be used for crowd control without all personal protective equipment (PPE).
- F. From this and any other available information, the ORL will determine what Department resources are needed. They shall consider utilizing the Department's specialty units, based on operational needs and on a case-by-case basis. The following specialty units may be considered during an ERT response:
1. Bicycle units may be used for mobile marches or protests;
 2. The HMU may be used for static events, marches, or mobile protests. When using HMU for crowd control, HMU supervisors should ensure their personnel are equipped with PPE prior to deployment;
 3. Prisoner Transport Unit may be needed for events where intelligence indicates civil disobedience or crowd violence may occur;
 4. Intelligence Unit resources may be utilized when there is a need for ongoing



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- intelligence gathering and dissemination during the event;
 5. Air Support may provide additional intelligence; and
 6. The IC shall ensure that a well-established vehicle operations plan is available for use in traffic control efforts.
- G. The ORL will determine minimum staffing for crowd management events.
1. The ORL will base staffing levels on the projected number of event participants and any pre-event intelligence indicating potential violence. In addition, they will apply training and past experience with such events and/or with the participants or organizers; and
 2. The ORL will develop contingency plans regarding staffing and tactics.
- H. Upon obtaining the necessary information, the ORL will develop an IAP.
- I. The IAP is composed of the following elements:
1. Describes the nature of the event, along with its location and projected duration;
 2. Identifies the IC;
 3. Lists the appropriate radio frequency to use;
 4. Provides operational orders; and
 5. Provides instructions for reporting.
- J. Once the IAP has been completed, the ORL will take the following actions:
1. Deliver event briefings using the IAP, and ensure all members at the briefing receive their own copy of the plan;
 2. Communicate each unit's mission to that unit's supervisor or Commander;
 3. Retain ultimate responsibility for the decisions of subordinates. In order to fulfill this obligation, the ORL will be available for on-scene consultation; and
 4. Ensure that the IAP has been reviewed and signed by the Chief of Police or designee.
- K. Multi-Agency Deployments
1. The IC will ensure that all agencies are included in the planning of any events that will require inter-agency cooperation or response. This will include events where the agencies are only placed on stand-by to assist.
 2. Specific agency roles and responsibilities should be clearly identified and assigned prior to the event, if possible.
 3. All planning meetings shall have sign-in sheets to be included with the AAR. This will assist with proper documentation of who was in attendance.



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2-35-7 Reporting

- A. All actions taken by members of the Department will be reported using the approved Department incident report. All personnel involved will complete appropriate supplemental reports. These reports will be completed before leaving the event and submitted for review per Department protocol, to include SOP Use of Force - General.
- B. The On-Body Recording Device (OBRD) shall be downloaded in accordance with the SOP Use of On-Body Recording Devices.
- C. All supervisors will be responsible for ensuring all required reports are written prior to allowing personnel to leave the event.

2-35-8 Response to Events and Incidents

- A. Event and incident response will be accomplished by on-duty Field Services Bureau personnel, in accordance with SOP Response to First Amendment Assemblies and Demonstrations and to Unplanned Incidents, unless it has been predetermined that ERT will initially respond.
- B. If the event or incident escalates beyond the capability of the Field Services Bureau or on-scene personnel, the procedures outlined below will apply.
- C. When the ERT Lieutenant is notified of an event or incident and determines that an immediate response is required, they will make every effort to use an on-duty ERT supervisor and on-duty ERT officers who may be available in order to ensure a rapid response.
- D. ERT personnel shall take these actions once they are notified to respond:
 - 1. Respond in Department-assigned vehicles to the staging area identified by the ERT Sergeant;
 - 2. Maintain order at the staging area;
 - 3. Remain with their ERT Sergeant and deploy as a team; and
 - 4. Avoid deploying from the staging area, absent exigent circumstances, prior to being briefed by the IC.
- E. IC Responsibilities
 - 1. The IC should conduct a proper site assessment with any partnering agencies to identify possible hazards, issues of concern and overall management prior to the event when feasible or as soon as possible for an incident.



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2. Assess the situation for seriousness and its potential for escalation. If the event or incident is peaceful and adequate resources are available, efforts should be made to allow the event or incident to continue by redirecting vehicular and pedestrian traffic around the event or incident.
3. Ensure that the following information about the event or incident is continuously provided to dispatch and the chain of command:
 - a. Location of event or incident;
 - b. Number of participants;
 - c. Activities and condition of the participants, such as blocking traffic, destruction of property, evidence of participants' demeanor and behavior;
 - d. Direction of participants' movements; and
 - e. Ingress and egress route(s) for emergency vehicles.
4. If a peaceful assembly escalates to a civil disturbance beyond the capacity of Field Services Bureau personnel to effectively restore order, the IC shall take these actions:
 - a. Evaluate whether additional staffing is required to restore order;
 - b. Notify dispatch;
 - c. Determine, in consultation with the Chief of Police or designee, whether a recall and deployment of off-duty personnel is necessary and warranted by establishing an Alpha/Bravo schedule; and
 - d. Determine the level of PPE to be utilized and the tactics to be employed in response.
5. Ensure that all equipment required for crowd control is available to the teams when responding or deploying to events or incidents. ERT should never deploy to events or incidents without necessary PPE, weapons and munitions equipment, or it should be readily available.
6. Only those officers who are trained and certified in mobile field force operations will be used for crowd control.

2-35-9 Crowd Dispersal

A. Dispersal Order

1. Before ordering the dispersal of a civil disturbance, the IC shall determine whether lesser alternatives may be effective. These alternatives include the use of containment and dialogue, as follows:
 - a. Establish contact with crowd leaders to assess their intentions and motivations and develop a mutually-acceptable plan for de-escalation and dispersal;



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- b. Communicate to the participants that their assembly is in violation of the law and that the Department wishes to resolve the event or incident peacefully but that any acts of violence will be dealt with swiftly and decisively; and
 - c. Negotiate with crowd leaders for voluntary dispersal or target specific violent or disruptive individuals for removal or arrest.
 2. Orders to disperse an event or incident shall not be given unless:
 - a. A significant number of participants fail to adhere to reasonable restrictions; or
 - b. A significant number of participants are engaging in, or are about to engage in, unlawful disorderly conduct or violence towards persons or property; or
 - c. The IC has determined that lesser alternatives may not be effective.
 3. Prior to issuing dispersal orders, the IC shall ensure that all potentially necessary law enforcement, AFR, and EMS equipment and personnel are on hand to successfully carry out tactical operations. In addition, the IC shall ensure that logistical needs for making mass arrests are in place.
 - a. The IC shall authorize the wearing of hard PPE, such as helmets, gloves, chest protectors, and shin guards, only where there is a danger of violence; and
 - b. Each officer will have an identifier on their uniform that is clearly visible. The identifier will be an alphanumeric code assigned to each specific ERT officer and supervisor. The first letter corresponds to the team of the supervisor (such as L for Lieutenant, W for white, and B for blue). The number is assigned to a specific supervisor or sergeant in accordance with the roster.
 4. Upon determining that the crowd is a civil disturbance and/or presents an imminent risk to public safety, or that large-scale property destruction appears likely, and the IC has determined that lesser alternatives may not be effective, the IC may order that the crowd be dispersed.
 5. The following dispersal order will be verbally issued using an amplification device from a stationary vantage point that is observable to the crowd.

“I am (rank and name) of the Albuquerque Police Department. I am now issuing a public safety order to disperse, and I command all those assembled at (specific location) to immediately disperse. This means you must leave this area. If you do not do so, you may be arrested or subject to other police action. Other police action could include using chemical agents or less lethal munitions, which may inflict significant pain or result in serious injury. If you remain in the area just described, regardless of your purpose, you will be in violation of city and state law. The following routes of dispersal are available: (describe routes). You have (reasonable amount of time) minutes to disperse.”
 6. A reasonable amount of time, as noted above, will be allowed for the crowd to disperse. The order shall be repeated a total of three times, absent exigent



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circumstances, as explained below:

- a. 1st warning issued at _____. Wait five minutes before reading 2nd warning;
- b. 2nd warning issued at _____. Wait two minutes before reading 3rd warning; and
- c. 3rd warning issued at _____. Commence making arrests, if necessary.

7. At a minimum, the dispersal order shall be recorded using the Department issued OBRD.

8. During this time, the IC shall continually assess the balance of dispersal time alongside the goal of retaining control of the situation.

B. Crowd Management Tactics

1. Specific crowd management tactics shall be ordered as necessary when the crowd does not heed warnings. These include, but are not limited to, any one or any combination of the following actions:

- a. Display a forceful presence, to include police lines, combined with motorcycles, law enforcement vehicles, HMU, bicycle units, and mobile field forces, if necessary and feasible.
- b. Complete containment of a crowd without a dispersal route will be done only as a prelude to a mass arrest.
- c. Crowd isolation prevents the growth of the crowd and denies access to people who are not involved, for their own safety. Such isolation action should be utilized in conjunction with the overall operational goal of mitigating escalation of the event or incident.
- d. Use of Chemical Agents
 - i. The IC shall have the authority to direct the use of chemical agents and less lethal devices to disperse the crowd in accordance with the Use of Force suite of policies;
 - ii. A Lieutenant or Sergeant may authorize the use of chemical agents or less lethal munitions to disperse a crowd when exigent circumstances such as an imminent danger to life and safety exist. There also must be insufficient time to obtain incident command approval. The circumstances justifying deployment will be clearly articulated in the After-Action Report (AAR);
 - iii. Sworn personnel shall not use chemical agents or less lethal munitions to overcome passive resistance by nonviolent and/or peaceful protestors, absent exigent circumstances, such as where there is imminent danger to life and safety; and
 - iv. Law enforcement formations skillfully utilize the available resources, ensure officer safety, and provide effective support for the aforementioned policy goals and crowd control tactics.

C. Response to Improvised Devices



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1. Protesters might come prepared to use improvised devices that are made from cement, steel, wood, and other materials. These devices are designed to intentionally block roadways or entrances to public or private property, as well as to resist arrest.
2. Some ERT members are trained to use and are equipped with special extracting tools to defeat improvised blocking devices used by protestors. This equipment will be delivered to the scene at the request of the IC, should it become necessary.
 - a. The ORL will ensure that the equipment described in #2 above will be maintained and inventoried; and
 - b. This equipment will be serviced as needed.
3. Only ERT personnel who are trained in field force extrication tactics will be authorized to use this specialized equipment to defeat improvised devices.

D. Mass Arrest

1. In a civil disturbance, it may be necessary to arrest numerous individuals over a relatively short period of time. The IC will have the authority to authorize such mass arrest of individuals engaged in criminal activity arising out of the assembly (e.g., destruction of property, assault or battery on another, etc.). Such arrests shall be supported by sufficient probable cause to believe that each individual engaged in a criminal act.
2. For this process to be handled efficiently, safely, and legally, the following procedures shall be observed:
 - a. Mass arrests shall be conducted by designated arrest teams. Arrest teams will consist of no more than eight officers under the supervision of one sergeant. No officer shall arrest more than 15 persons at any one particular location;
 - b. Restraining and transporting individuals shall be in accordance with SOP Restraints and Transportation of Individuals;
 - c. The Prisoner Transport Unit (PTU) will respond to the scene to take custody of and transport arrestees:
 - i. PTU officers will have individual field arrest packets ready and available during mass arrest incidents.
 - ii. At a minimum, the packet will contain these Department forms:
 1. Pre-Booking Worksheet;
 2. Criminal Complaint;
 3. Prisoner Property Inventory; and
 4. A list of relevant city ordinances and state statutes.
 - iii. Each packet, once completed, will be transported to the booking, along with the corresponding arrestee.
 - d. An adequate and secure area shall be designated for holding arrestees after



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- initial booking and while they await transportation;
- e. Arrest teams shall be advised of the basic offenses for all arrests, and all arrestees shall be advised of these charges;
 - f. Arrestees who are sitting or lying down but agree to walk shall be escorted to the transportation vehicle for processing. Two or more officers shall carry those who refuse to walk;
 - g. Arrestees shall be searched incident to arrest for weapons, evidence for the crime of arrest, and contraband;
 - h. Photographs shall be taken of the arrestee with the arresting officer in the same frame. All property of the arrestee will also be photographed. After photographs are taken, standard booking procedures shall be followed, consistent with SOP Arrests, Arrest Warrants, and Booking Procedures; and
 - i. Transporting officers shall not accept arrestees without photographs. In addition, transporting officers shall ensure that all property is properly processed.
 - i. Injured arrestees and arrestees who request medical attention shall be provided medical attention without unreasonable delay and prior to transportation to the detention facility.
 - ii. Photographs shall be taken of all injuries.

2-35-10 Deactivation

- A. When the disturbance has been brought under control, the IC shall ensure that the following measures are taken:
 1. All personnel engaged in the incident shall be accounted for and an assessment and documentation made of any personal injuries;
 2. Witnesses, suspects, and other involved parties shall be interviewed or questioned;
 3. All necessary personnel shall be debriefed as required; and
 4. Officers shall complete their reports before leaving the scene unless authorized by the IC. Comprehensive documentation of the basis for the incident and the Department's response to the incident, as well as a statement of impact to include the costs of equipment, personnel, and related items, shall be completed.

2-35-11 Documenting Uses of Force: Use of Force Report

- A. Internal Affairs Force Division (IAFD) will be notified and will respond to:
 1. Any use of force during an ERT call-out, regardless of level, by Department personnel.



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- B. Any officer who uses force shall be required to report that use of force in accordance with the SOP Use of Force Reporting by Department Personnel.
- C. The OBRD shall be downloaded in accordance with SOP Use of On-Body Recording Devices.

2-35-12 Response to Natural Disasters and Weather-Related Emergencies

- A. ERT may be mobilized in the event of a natural disaster or weather-related emergency, which has caused or may cause a significant threat to property or human life. ERT members shall be assigned tasks by the Chief of Police or designee through the ERT chain of command. These tasks will vary depending on the nature of the emergency.

2-35-13 Response to Critical Incidents

- A. ERT may be utilized for critical incidents where available patrol officers have been depleted. When ERT is deployed, they will relieve those officers at the scene of a critical incident to allow them to return to patrol duties. ERT members should generally not take calls for service.

2-35-14 Debriefing and After-Action Report (AAR)

- A. Debriefing
 1. Debriefing is an integral part of this Department's processes and should be embedded into organizational learning and development. The debriefing process enables improvements in Department operations and supports continuous development of processes, structures, and procedures.
 2. There shall be two debriefs following an incident: (a) immediately after the incident, supervisors shall meet and debrief the incident with the involved officers, and (b) within forty-eight (48) hours after the incident, the IC will meet with the supervisors to debrief the incident. The initial debrief between supervisors and officers may be delayed where it would be counterproductive to meet after an hours-long management of a large incident.
 3. A de-briefing will be held with representatives from all other agencies and units after an inter-agency response to planned or unplanned incidents.
 4. The goal during each debrief is to engage in a global conversation about the effectiveness of tactics, equipment, training, supervision of the incident, and any other concerns that may have been implicated during the incident. The debriefings will be specifically noted and considered during the AAR.



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5. Debriefing does not point the finger or assign blame, although the process may identify weaknesses in:
 - a. An individual's level of knowledge, skills, and abilities; and
 - b. The Department's systems and processes.
 6. Debriefing should promote open and honest discussion but should not compromise any ongoing investigation.
 7. This process pinpoints practices that can be identified, discussed, analyzed, and incorporated into organizational thinking and learning, thereby creating valid practices for the future.
 8. In essence, the debrief will endeavor to answer these three questions:
 - a. Were we as prepared as we could have been?
 - b. How well did we perform?
 - c. What can we do better in the future?
 9. The debriefing should occur in a safe location immediately following the conclusion of the incident.
 10. All members shall be afforded the opportunity to provide input.
 11. The ERT Sergeant(s) shall make note of suggestions or items requiring consideration or investigation. These items will be presented at the next scheduled ERT meeting.
- A. After-Action Report (AAR)
1. An AAR provides the chain of command with a synopsis of a critical incident, demonstration, or other major event.
 2. The IC of each particular event is responsible for completing the AAR. If that IC is not available, it is the responsibility of the ORL to designate another lieutenant to complete the report.
 3. The IC shall complete the AAR within 30 days of the critical incident, demonstration, or other major event. If an extension is needed, a memo explaining the need for an extension shall be completed and submitted to the Chief of Staff.
 4. The AAR shall contain the following information:
 - a. Table of contents;
 - b. Summary;
 - c. Introduction;



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- d. Methodology (Major reviews only);
 - e. Detailed timeline of significant events; and
 - f. Lessons learned and recommendations, which shall include:
 - i. Deficiencies or concerns;
 - ii. What went well; and
 - iii. Recommendations regarding:
 1. Training;
 2. Policy;
 3. Equipment;
 4. Supervision; and
 5. Multi-Agency Review and Assessment (if applicable).
5. After the AAR has been completed, the IC or their designee will forward the report to all partner agencies that responded, or were involved in the event along with the Multi-Agency Review and Assessment Form.
 6. The report will also be forwarded to all ERT supervisors and ICs from Department units that were involved to distribute the AAR to their personnel. The Department Personnel Review Form will also be attached so that all personnel will be afforded an opportunity to provide input. Each IC will have ten (10) days to provide input before the AAR is submitted to the chain of command.
 7. Once the AAR has been completed, it will be provided to the Operations Review chain of command for remediation of any noted deficiencies.