



ALBUQUERQUE POLICE DEPARTMENT  
PROCEDURAL ORDERS

SOP 2-63

Effective: 09/09/2021

Review: 09/09/2022

Replaces: 03/21/2019

**2-63 CRIME STOPPERS INVESTIGATIONS**

**Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):**

A. Related SOP(s)

None

B. Form(s)

Crime Stoppers Tip Information Form

C. Other Resource(s)

NMSA 1978, §§ 29-12A-1 through 29-12A-6 Crimes Stoppers

D. Rescinded Special Order(s)

None

**2-63-1 Purpose**

The purpose of this policy is to implement the Crime Stoppers Program to prevent and reduce crime by forming a partnership between the community, law enforcement, and the media, and offering anonymity and cash rewards to anyone who provides information leading to an arrest. The Crime Stoppers Program encourages members of the community to overcome impediments, including fear and apathy, to assist local law enforcement agencies in the fight against crime, and, thus, furthers the goal of making the community a safer place for all who live or work in the region.

**2-63-2 Policy**

It is the policy of the Albuquerque Police Department (Department) to coordinate a Department-wide information system that safeguards the confidentiality and anonymity of Crime Stoppers Informants.

**N/A 2-63-3 Definitions**

A. Informant

An individual who provides information on a suspected criminal activity.

**2-63-4 Procedures**

**6** A. Sworn personnel shall:



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1. Notify Crime Stoppers Unit personnel of the dispositions and/or findings of their investigation upon receiving crime stoppers tip information;
2. Notify community members who wish to collect a reward by supplying information regarding a crime or fugitive that they need to contact Crime Stoppers Unit personnel with the information to be eligible for a Crime Stoppers reward; and
  - a. In order for the community member to be eligible for the Crime Stoppers reward, the community member must remain anonymous and all information shall go through the Albuquerque Metropolitan Crime Stoppers Program.
3. Maintain the confidentiality of all Crime Stoppers tip information as required by state law.

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B. Sworn personnel shall not:

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1. Maintain a separately indexed crime stoppers tip file intended for use as an intelligence repository;
2. Advise community members who have already reported a crime to call Crime Stoppers Unit personnel to collect a reward;
3. Make community members promises of any possible future rewards from the Albuquerque Metropolitan Crime Stoppers Program for the information; or
4. Be eligible to collect Crime Stoppers rewards.
  - a. Sworn personnel are prohibited from disseminating information they gathered in the course of their duties to any non-law enforcement personnel, which could result in a Crime Stoppers reward being paid.

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C. Crime Stoppers Unit File

1. Crime Stoppers Unit personnel shall:
  - a. Always maintain the anonymity of crime stoppers Informants;
  - b. Be responsible for documenting, disseminating, and forwarding information to the appropriate agencies and/or operational units for investigation;
  - c. Maintain Crime Stoppers Unit files, computer program information, log books, and tip information as property of the Albuquerque Metropolitan Crime Stoppers Program; and
  - d. Forward copies of Crime Stoppers tip information forms to the pertinent supervisor for their investigative evaluation.
2. The supervisor shall use the following guidelines when determining how the Crimes Stoppers tip information forms will be used:



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- a. Operational Use:
  - i. All Crime Stoppers information forms shall be put into operational use within the two (2) weeks from the date of receipt by sworn personnel; and
  - ii. Crime Stoppers tip information forms that have not been put into operational use within the two (2) weeks must be returned to the Crime Stoppers Unit.
- b. Intelligence Use:
  - i. If a supervisor or sworn personnel receiving the information determines the information shall not be used operationally, they shall return the Crime Stoppers tip information form to the Crime Stoppers Unit.