



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-29

Draft

2-29 Emergency Response Team (ERT)

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2-29-1 Purpose

This policy establishes the ERT's roles and responsibilities prior to, during, and after mobilization of the ERT which is in response to events or incidents of an emergency or nonemergency nature. Such events or incidents may include riots, civil unrest, and natural disasters. Such events may also require response to peaceful assemblies, which may include marches, protests, or other gatherings. Other situations where ERT may be deployed include dignitary protection activities, critical incidents which require scene security, and other situations for which Field Services requests the deployment of ERT personnel and resources.

2-29-2 Policy

The ERT functions as the department's rapid deployment mobile field force, activated in response to requests for deployment to nonemergency peaceful gatherings in which citizens appear to be exercising their First Amendment rights in civil assembly. ERT shall also be deployed to emergency incidents, including civil unrest, civil disturbances, declared states of emergency, and natural disasters. The ERT shall respond to all civil gatherings where the potential for violence or other illegal behavior exists. ERT shall take action if a threat to public safety or 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 ERT support. ERT responders are committed to the balance of preserving the peace and protecting property, while defending the constitutional and statutory rights of private citizens and safeguarding officer safety.



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In fulfilling these responsibilities, ERT will make reasonable efforts where feasible, to employ methods of crowd management as the primary means of restoring order. Should such methods prove unsuccessful, arrests may be made where necessary to protect civil order, public safety, and commensurate with available manpower. All arrests shall be based on probable cause, and arresting officers shall use only the objectively reasonable and appropriate level of force necessary to make and maintain 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. Prisoners 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 ERT actions if mentally-ill participants or bystanders are present. However, officers involved in responding under this policy shall adhere to its guidance, even as they should strive 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 they may be 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 interests of persons not participating in the assemblies, so that they too may use the streets, sidewalks, and other public ways to travel to their intended destinations, as well as to use the parks for recreational purposes.

2-29-3 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 as 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 canine officers), and preparations for multiple arrests.



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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, issuance of 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 can devolve into civil disturbances that necessitate enforcement action.

E. First Amendment

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.

F. 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.

2-29-4 Requirements and Responsibilities

A. ERT Chain of Command

1. Chief
2. Assistant chief
3. Majors, Field Services Bureau
4. Operations Review lieutenant
5. ERT lieutenants
6. ERT sergeants (two per team) – to include Training and Property/Supply
7. ERT officers



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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. 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 Incident Commander for these types of events. *(Language added as recommended by IM @ IMR6)*
3. In order to prevent breakdown of command and control, only the Incident Commander 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 Incident Action Plan (IAP). *(Language added as recommended by IM @ IMR6)*
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 current incident commander shall notify radio communication central control of the change.

C. ERT Operational Teams

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

D. Requirements

1. ERT members, to include officers, sergeants, and lieutenants, shall fulfill the following requirements:



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- 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.
- c. Maintain a consistent minimum overall physical fitness assessment score of under 15:14 on the mile and a half; at least 25 pushups in one minute—; under 3:30 on the obstacle course. Based upon the APD Academy's physical fitness requirements, these categories have been established by the ERT chain of command and are applicable to current ERT members in the following manner:
 - i. ERT officers who fail to meet a physical standard will be allowed to retest within ninety (90) days.
 - ii. If the ERT officer fails to meet that physical standard within (90) days of the original test failure, he or she may be dismissed from ERT.
 - iii. Officers may appeal their dismissal through the ERT chain of command. The chain of command's decision shall be final.
2. Within 24 hours of notification, team members shall advise their ERT chain of command about any disciplinary action taken against them that may result in a suspension from the team, or of any incident that may bring disrepute to the ERT.

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 their assigned police vehicles, and, when called out, be present and accounted for in one (1) hour or less at the designated staging area.
 - d. Work Chief's Overtime and Grant Overtime provided they obtain alternate coverage prior to working the overtime and notify their ERT sergeant of arrangements.
 - i. In the event of a call-out to which an on-call ERT officer is unable to respond and an alternate responds in his or her place, two (2) hours of on-call comp time will be awarded to the alternate ERT officer who provides the coverage.
 - ii. The original ERT officer will then deduct those two (2) hours from his or her overall comp time when submitting the pay sheet for the on-call week. On-call weeks run on a seven (7) day cycle from 12 noon on a Friday until 11:59:59 a.m. the following Friday.
 - e. Maintain a personal cell phone which will be utilized as an on-call notification device.



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- f. Maintain all ERT equipment and turn in any nonserviceable equipment to the ERT property/supply sergeant. When separated from ERT, return all equipment to the ERT property/supply sergeant.
 - 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. Failure to do so may result in discipline.
 - iii. Officer 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.
 - g. Record all activities and contacts with citizens during any ERT activations in accordance with SOP 2-8 On-Body Recording Devices and SOP 2-52 Use of Force and Reporting.
2. An ERT sergeant shall deploy when ERT is requested, and he or she will fulfill the following responsibilities:
- a. Maintain a cell phone list and text-messaging group for callouts.
 - b. Ensure squad members acknowledge the callout via voice mail, text messaging, or radio.
 - c. Assume control of the ERT situation and coordinate activities under the direction of the Operations Review lieutenant or designee.
 - d. On an ongoing basis throughout the incident or situation, review the need for increasing or decreasing the numbers of team members required.
 - 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 callout is anticipated but not yet certain. High alert is defined as required deployment to the identified location within 30 minutes of notification. (Normal on-call deployment is within 60 minutes of notification.)
 - g. Ensure all ERT members record all activities and contacts with citizens during any ERT activations in accordance with SOP 2-8 On-Body Recording Devices and SOP 2-54 Use of Force and Reporting.
 - h. Notify ERT chain of command of any issues or of an expanding mission or situation.
 - i. Be aware of the additional requirements:
 - i. Sergeants may be assigned two to a team.
 - ii. One sergeant shall not supervise more than eight ERT officers.
 - iii. Sergeants shall obtain and maintain Basic Instructor Certification.
3. The ERT training sergeant will fulfill the following responsibilities:
- a. Track all training conducted for ERT.



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- b. Maintain a historical record of training and files for all ERT personnel and teams. Records will include--
 - i. Current DPS weapon qualification scores
 - 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 at the monthly ERT review board.
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 officers.
 - b. Conduct annual inspections of all inventories. Report all findings or discrepancies to the ERT review boards and to APD property.
 - c. With APD 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.
 - iii. Chemical ammunitions.
 - e. Inform the Operations Review lieutenant regarding the status of all property and supplies, and discuss any property issues or problems.
 - f. Report any property or supply issues at the monthly ERT review board.
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.
 - d. When it is determined that ERT is needed, contact the on-call ERT sergeant to ensure he or she understands the assignment. Convey essential information to ensure proper notification and deployment, to include--
 - i. Type and nature of incident



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- ii. Type and number of resources needed
 - iii. Point of contact for the field/specialized unit incident commander
 - iv. The designated staging area and approach route
6. The ERT commander position is held by the Operations Review lieutenant. 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
 - ii. All after-action review 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.
 - 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.
 - g. Ensure that all ERT SOP changes are forwarded to partner agencies and the Multi-Agency SOP Review Form is attached. This will allow partner agencies to provide feedback on any changes, in particular for multi-agency responses.
(Language added as recommended by IM @ IMR6, p. 77)

2-29-5 Training

- A. ERT officers will receive forty 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. ERT officers shall be trained to understand that the use of canines for crowd control is prohibited.
- D. 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.
- E. Mandated Training



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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.
- F. All training events will have assigned instructors and assistant instructors. They will follow an approved lesson plan and generate an After-Action Review Report, to include a roster of those who attended. Training files will be approved and maintained by the ERT training sergeant and forwarded to the administration sergeant for historical archiving.
- G. 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.
- H. All personnel will maintain proficiency with their assigned weapons. Proficiency will be assessed using the approved NMDPS qualification.
- I. All team members who are assigned 40/37 mm launchers will take a familiarization course biannually.
- J. Training with partner agencies should be conducted at least once a year that should include a major practical exercise. This training should also include department units that would be responding to any major ERT activation.
(Language added as recommended by IM @ Request of BCSO and pursuant to Trump After Action Report)

2-29-6 Planning for Events; Incident Action Plan Included

Planned events are those that the Department is aware of in advance.

A. Responsibilities

1. Under the direction of the Chief of Police, the Operations Review lieutenant or designated ERT lieutenant will bear the responsibility of planning for events. In this capacity, he or she 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.
 - 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.



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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 APD 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 Operations Review lieutenant will encourage organizers facilitating the event to gain necessary permits. Further guidance may be found in the Event Application and Permit SOP.
6. In addition, the Operations Review lieutenant 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.
7. 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.
8. The Operations Review lieutenant or designated ERT lieutenant will gather at least the following necessary information:
 - a. What type of event is planned?
 - b. When is it planned?
 - c. Will the event coincide with other routine, large-scale events, such as sporting events?
 - d. Is opposition to the event expected?
 - e. How many participants are expected?
 - f. What are the assembly areas and movement routes?
 - g. What actions, activities, or tactics are anticipated, including demonstrator devices designed to thwart arrest, such as dragon sleeves and U-locks?
 - h. What if any critical infrastructures are in the proximity of the event, such as schools, hospitals, government facilities?
 - i. Have other agencies, such as fire, EMS, and other nearby law enforcement agencies, been notified?
 - j. Is there a need to request mutual aid?
 - k. Will off-duty personnel be required?
 - l. Has ERT been notified of the situation and deployed as necessary to augment the capabilities of Field Services personnel?
 - m. Additionally, are those capabilities sufficient, given the nature of the situation or incident? If not, how may additional supporting resources should be suitably allocated?
 - n. What is the past history of conduct at such events, and have the group leaders been cooperative?



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9. 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. *(Language added pursuant to #2 recommendation from Trump After Action Report)*
10. ERT or field officers shall not be used for crowd control without all personal protective equipment. *(Language added pursuant to #3 recommendation from Trump After Action Report)*
11. From this and any other available information, the Operations Review lieutenant will determine what department resources are needed. He or she shall consider utilizing the department's specialty units, based on operational needs and on a case-by-case basis. Note that canines are prohibited from being used for crowd control. For example, these specialty units may be considered:
 - a. Bicycle units may be used for mobile marches or protests.
 - b. The Horse Mounted Unit 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 personal protection equipment prior to deployment. *(Language added as deficiency noted in Trump After Action Report)*
 - c. Prisoner Transport Unit may be needed for events where intelligence indicates civil disobedience or crowd violence may occur.
 - d. Intelligence Unit resources may be utilized when there is a need for ongoing intelligence gathering and dissemination during the event.
 - e. Air Support may provide additional intelligence.
 - f. The Incident Commander shall ensure that a well-established vehicle is available for use in traffic control efforts.
12. The Operations Review Lieutenant (ORL) will determine minimum staffing for crowd management events.
 - a. ORL will base staffing levels on the projected number of event participants and any pre-event intelligence indicating potential violence. In addition, he or she will apply training and past experience with such events and/or with the participants or organizers.
 - b. ORL will develop contingency plans regarding staffing and tactics.
13. Upon obtaining the necessary information, the ORL will develop an Incident Action Plan (IAP).
14. The Incident Action Plan is composed of the following elements. This plan--
 - a. Describes the nature of the event, along with its location and projected duration
 - b. Identifies the incident commander
 - c. Lists the appropriate radio frequency to use



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- d. Provides operational orders
- e. Provides instructions for reporting

15. Once the Incident Action Plan has been completed, the ORL will take the following actions:

- a. Deliver event briefings using the Incident Action Plan, and ensure all members at the briefing receive their own copy of the plan.
- b. Communicate each unit's mission to that unit's supervisor or commander.
- c. Retain ultimate responsibility for the decisions of subordinates. In order to fulfill this obligation, the Operations Review lieutenant will be available for on-scene consultation.
- d. Ensure that the IAP has been reviewed and signed by the Chief of Police or designee.

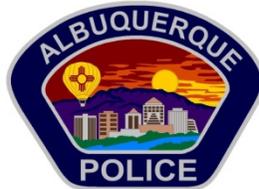
B. Multi-Agency Deployments *(Language in this section added pursuant to recommendations #1 and #2 from Trump After Action Report)*

1. The incident commander 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 attendance sign-in sheets to be included with the AAR. This will assist with proper documentation of who was in attendance.

For quick reference, the Incident Action Plan is provided on the next two pages.



**ALBUQUERQUE POLICE DEPARTMENT
EMERGENCY RESPONSE TEAM
INCIDENT ACTION PLAN
FOR:
DATE:**



Prepared by: ERT Lieutenant _____

ACTUAL EVENT: (Describe event/location/time here)

COMMAND:

OUTSIDE AGENCY COMMAND (if applicable):

Incident Commander:

**Independent action by any APD member, except for their immediate safety or the safety of others, is strictly prohibited. Any enforcement action or use of force must first be approved by and ordered through the established chain of command.*

COMMUNICATION:

All radio transmissions will be conducted on channel _____ on the day of the event and will be monitored and directed by APD Communications personnel. Cellular phones will be used to maintain communications as needed.

RESOURCES NEEDED:

OPERATIONAL ORDERS: (List all activities in addition to items 1-4 below)



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1. The Albuquerque Police Department (APD), on behalf of the City of Albuquerque, supports the right to assembly and free speech. The City of Albuquerque Ordinance 7-3-1 (Albuquerque Free Expression and Parade Ordinance or AFEPO) reflects these rights. The AFEPO governs APD policy and procedure regarding responsible and safe public demonstration in our city. This APD SOP, city ordinances, and state statutes will govern the department's response to criminal behavior.
2. The APD recognizes that, in order to avoid unnecessary confrontation with protestors, it must display some discretion in the application of the law. Therefore, any minor transgression of the law— to include but not limited to obstruction of traffic (pedestrian or vehicular), entering an intersection against the traffic signal, indecent exposure, noise ordinance violations, and criminal trespass violations— will be immediately reported to the chain of command. The chain of command will contact any protest organizers, once identified, and report the violation, location, and persons involved. The chain of command will determine if lawful action will be taken for minor violations. The chain of command will maintain contact with the organizers until the situation is resolved.
3. The APD further recognizes that often these events attract a minority of individuals or groups who are determined to undermine the peacefulness of these events. Alternatively, individuals with mental illness or psychological conditions may be attracted to, or experience adverse reactions to, such events. Through direct observation or investigation, an effort will be made to identify these individuals and or groups as early as possible. If observed, the chain of command will report the presence of this element or individuals to the protest organizers and will coordinate the removal of any weapons and/or other prohibited objects they may possess. If appropriate, will remove these individuals and/or groups from participation in this event.
4. The APD reserves the right to deny the use of the streets for gatherings or marches, based on City Ordinance 7-3-1. Therefore, the APD will limit the available portion of any street, where a segment, lane, or defined area of the street is capable of accommodating the demonstration. Where necessary, APD will stop traffic at intersections to permit protestors to proceed through in order to have the least adverse effect on normal traffic flow. Protestors will not be allowed to endanger themselves or motorists by blocking moving traffic.

REPORTING:

All actions taken by members of APD 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 2-52 Use of Force and Reporting.

On-Body recording devices (OBRD) shall be downloaded in accordance with the OBRD SOP 2-8.



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All supervisors will be responsible for ensuring any reports are written prior to allowing personnel to leave the event.

2-29-7 Response to Planned and Unplanned Events

- A. Planned event response will be accomplished by on-duty Field Services Bureau patrol personnel, in accordance with the Field Services Response to Demonstrations SOP, unless it has been predetermined that ERT will initially respond.
- B. Unplanned events are ones about which the Department has no prior knowledge. Such events may consist of spontaneous gatherings and/or large-scale First Amendment assemblies.
- C. Field Services Bureau personnel will be the first to respond to unplanned First Amendment assemblies and shall respond in accordance with the Field Services Response to Demonstrations SOP.
- D. If the planned event escalates beyond the capability of the Field Services Bureau, the procedures outlined below will apply.
- E. When the ERT Lieutenant is notified of an unplanned civil disturbance 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. *(Language amended pursuant to IM recommendation @ IMR6, p. 73)*
- F. 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 sergeant and deploy as a team.
 4. Avoid deploying from the staging area, absent exigent circumstances, prior to being briefed by the incident commander.
- G. Incident Commander Responsibilities
 1. The IC should conduct a proper site assessment with any partnering agencies to identify possible hazards, issues of concern and overall management of the incident prior to planned events when feasible. *(Language added pursuant to #9 recommendation from Trump After Action Report)*



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2. Assess the situation for seriousness and its potential for escalation. If the assembly is peaceful and adequate resources are available, efforts should be made to allow the protest action to continue by redirecting vehicular and pedestrian traffic around the incident.
3. Ensure that the following information about the incident is continuously provided to dispatch and the chain of command:
 - a. Location of assembly
 - 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
 - e. Ingress and egress route(s) for emergency vehicles
4. If a peaceful assembly escalates to a civil disturbance beyond the capacity of personnel to effectively handle the situation, the incident commander shall take these actions:
 - a. Evaluate whether additional manpower is required to manage the situation.
 - 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.
 - d. Determine the level of personal protection equipment 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 deployed to First Amendment Assemblies. ERT should never deploy to crowd control situations without all PPE, weapons and munitions equipment or it should be readily available. *(Language added pursuant to #3 recommendation from Trump After Action Report)*
6. Only those officers who are trained and certified in Mobile Field Force Operations will be used for crowd control. *(Language added pursuant to #5 recommendation from Trump After Action Report)*

2-29-8 Crowd Dispersal

A. Dispersal Order

1. Orders to disperse a First Amendment assembly shall not be given unless (1) a significant number of participants fail to adhere to reasonable restrictions or (2) a significant number of participants are engaging in, or are about to engage in, unlawful disorderly conduct or violence towards persons or property.



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2. Upon determining that the crowd presents an imminent risk to public safety or that large-scale property destruction appears likely, the IC may order that the crowd be dispersed.
3. Before ordering forced 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.
 - b. Communicate to the participants that their assembly is in violation of the law and that the department wishes to resolve the incident peacefully but that any acts of violence will be dealt with swiftly and decisively.
 - c. Negotiate with crowd leaders for voluntary dispersal or target specific violent or disruptive individuals for arrest.
4. Prior to issuing dispersal orders, the IC shall ensure that all potentially necessary law enforcement, fire, and EMS equipment and personnel are on hand to successfully carry out tactical operations. In addition, be certain that logistical needs for making mass arrests are in place.
 - a. The Incident Commander shall authorize the wearing of hard personal protection equipment, such as helmets, gloves, chest protectors, and shin guards, only where there is a danger of violence.
 - 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.
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 the use of 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 in #5 above, will be allowed for the crowd to disperse. The order shall be repeated for a total of three times, absent exigent circumstances, as explained below:



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

7. At a minimum, the dispersal order shall be recorded using the department-issued on-body recording device.

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

B. Crowd Dispersal Tactics

Specific crowd dispersal 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.

1. Display a forceful presence, to include police lines, combined with motorcycles, law enforcement vehicles, mounted units, bicycle units, and mobile field forces, if necessary and feasible.

2. Crowd Containment

Complete containment of a crowd without a dispersal route will be done only as a prelude to a mass arrest.

3. Crowd Isolation

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 goals of mitigating escalation of the situation.

4. The incident commander shall have the authority to direct the use of chemical agents and less lethal devices to disperse the crowd.

- a. Officers 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.
- b. A lieutenant may authorize the use of chemical agents or less lethal munitions to disperse a crowd if an immediate life safety or emergency situation exists that requires this action be taken. There also must be insufficient time to obtain incident command approval. The circumstances justifying deployment will be clearly articulated in the lieutenant's after-action report.



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- a. An immediate life safety emergency is an unplanned, dynamic situation where immediate police action is necessary to protect the officers' and/or the public's safety.
 5. 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
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 locking devices used by protestors. This equipment will be delivered to the scene at the request of the incident commander, should it become necessary.
 5. The Operations Review lieutenant will ensure that the equipment described in #2 above will be maintained and inventoried.
 6. This equipment will be serviced as needed.
 3. Only those members who are trained in field force extrication tactics will be authorized to use this specialized equipment to defeat improvised devices.

D. Mass Arrest

In a civil disturbance, it may be necessary to arrest numerous individuals over a relatively short period of time. The Incident Commander 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 prohibited criminal act.

For this process to be handled efficiently, safely, and legally, the following procedures shall be observed.

1. Mass arrests shall be conducted by designated teams. 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.
2. Restraining and transporting prisoners shall be in accordance with the Restraint and Transportation of Prisoners SOP.
3. The Prisoner Transport Unit (PTU) will respond to the scene to take custody of and transport prisoners.



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- a. PTU officers will have individual field arrest packets ready and available during mass arrest incidents.
- b. Each packet, once completed, will be transported to the booking, along with its corresponding prisoner.
- c. At a minimum, the packet will contain these forms:
 - A pre-booking worksheet
 - A criminal complaint
 - A prisoner property inventory form
 - A list of relevant city ordinances and state statutes
4. An adequate and secure area shall be designated for holding prisoners after initial booking and while they await transportation.
5. Arrest teams shall be advised of the basic offenses for all arrests, and all arrestees shall be advised of these charges.
6. 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.
7. Prisoners shall be searched incident to arrest for weapons, evidence for the crime of arrest, and contraband.
8. Photographs shall be taken of the arrestee with the arresting officer in the same frame. Any prisoner property will also be photographed. A field arrest form shall be completed for each arrestee.
9. Transporting officers shall not accept prisoners without a properly prepared field arrest form and photographs. In addition, transporting officers shall ensure that all property is properly processed.
 - a. Injured prisoners and prisoners who request medical attention shall be provided medical attention without unreasonable delay and prior to transportation to the detention facility.
 - b. Photographs shall be taken of all injuries.

2-29-9 Deactivation

When the disturbance has been brought under control, the incident commander shall ensure that the following measures are taken:

- A. All personnel engaged in the incident shall be accounted for and an assessment and documentation made of any personal injuries.
- B. Witnesses, suspects, and others shall be interviewed or questioned.



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- C. All necessary personnel shall be debriefed as required.
- D. All written reports shall be completed before leaving the event. 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.

2-29-10 Documenting Uses of Force: Use of Force Report

- A. Critical Incident Response Team (CIRT) will be notified and will respond in the following circumstances:
 - 1. Any serious use of force incidents by department personnel
 - 2. At the discretion of the incident commander
- B. Force Investigation Team (FIT) will respond in the event of a serious use of force by department personnel. For further information, refer to the FIT SOP.
- C. Any officer who uses force shall be required to report that use of force in accordance with the Use of Force Reporting SOP.
- D. On-Body recording devices (OBRD) shall be downloaded in accordance with the OBRD SOP 2-8.
- E. Reports detailing the use of electronic control weapons (ECWs) shall be completed in accordance with the ECW SOP.

2-29-11 Response to Natural Disasters and Weather-Related Emergencies

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.

2-29-12 Response to Critical Incidents

ERT may be utilized for events 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.

2-29-13 Debrief and After-Action Report; After-Action Report Included

- A. Debriefing
 - 1. Debriefing is an integral part of this department's processes and should be embedded into organizational learning and development. The debriefing



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- 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 hours of after the incident, the Incident Commander 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 briefing should be held with representatives from all other agencies and units during a major inter-agency response to First Amendment Assemblies. *(Language amended pursuant to IM recommendation @ IMR6)*
 4. The goal during each debrief is to engage in a global conversation about the effectiveness of tactics, equipment, training and any other concerns that may have been implicated during the incident. The debriefings will be specifically noted and considered during the after-action report.
 5. Debriefing does not point the finger or assign blame, although the process may identify weaknesses in an individual's level of knowledge, skills, and abilities.
 - a. Debriefing may also identify weaknesses in the department's systems and processes.
 - b. Debriefing should promote open and honest discussion but should not compromise any ongoing investigation.
 6. This process pinpoints practices that can be identified, discussed, analyzed, and incorporated into organizational thinking and learning, thereby creating valid practices for the future.
 7. 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?
 8. The debrief should occur in a safe location immediately following the conclusion of the incident.
 9. All members shall be afforded the opportunity to provide input.
 10. 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.

B. After-Action Report



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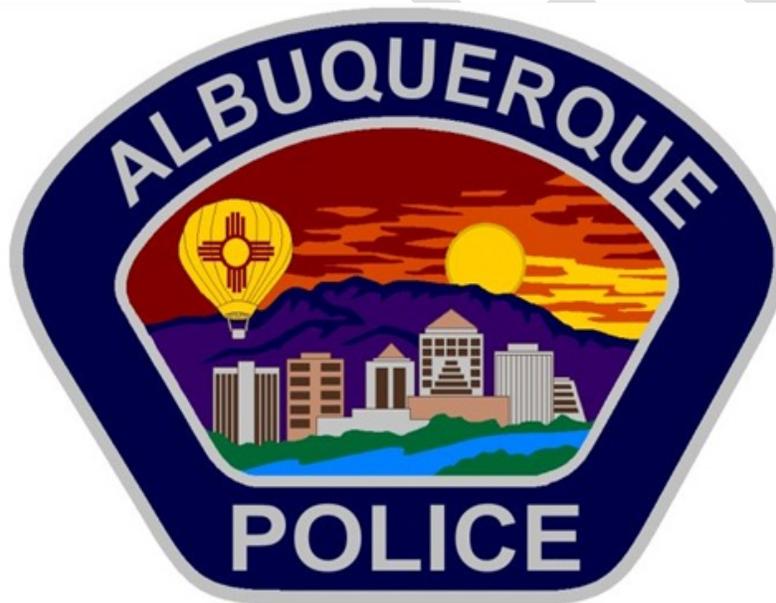
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1. An after-action report provides the chain of command with a synopsis of a critical incident, demonstration, or other major event.
2. The incident commander of each particular event is responsible for completing the After-Action Report. If that incident commander is not available, it is the responsibility of the Operations Lieutenant to designate another lieutenant to complete the report.
3. The After-Action Report shall contain the following information:
 - a. Table of contents
 - b. Summary
 - c. introduction
 - d. Methodology (Major reviews only)
 - e. Detailed timeline of significant events
 - f. Lessons learned and recommendations
 - a. Issues
 - b. What went well
 - c. Recommendations
 - i. Training
 - ii. Policy
 - iii. Equipment
 - iv. Supervision
 - g. Multi-agency review and recommendations form (if applicable)
 - h. Involved personnel review and recommendation form
4. 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.
5. The report will also be forwarded to all ERT supervisors and incident commanders from APD Units that were involved so they can distribute the AAR to their personnel. The APD Personnel Review Form will also be attached so that all personnel will be afforded an opportunity to provide input. That personnel will have 10 days to provide input before the AAR is submitted to the chain of command.
6. Once the After-Action Report has been completed it will be provided to the operations review chain of command for remediation of any noted deficiencies. After this review is completed a copy of the After-Action Report along with actions taken by the operations review chain of command will be provided to the Force Review Board. All After-Action Reports for ERT activations to First Amendment assemblies will be presented to the Force Review Board by the event incident commander or designee.

For quick reference, After-Action Report exemplars are on the following pages.



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EMERGENCY RESPONSE TEAM
AFTER-ACTION REPORT
EVENT:
DATE:



Prepared by ERT Lieutenant:



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What Went Well:

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Training:

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Multi-Agency Review and Assessment

Agency Name

Example: On June 8th, 2017, a captain of the Bernalillo County Sheriff's Office submitted his agency's comments and assessment to the Department using the "Multi-Agency Review and Assessment" form. The BCSO stated the following in each question category reference to the rally:

1. Summary of the event from your Department's perspective:
2. Suggestions on policy changes:
3. Suggestions on changes in procedure:
4. Concerns of your agency with this event:
5. Suggestions for future trainings or equipment based on this event: