



2-30 EMERGENCY COMMAND POST

2-30-1 Policy

It is the policy of this Department to maintain an Emergency Command Post (ECP) that can be deployed at the scene of a large-scale emergency or during an unusual occurrence.

2-30-2 Rules

A. Maintaining the Emergency Command Post

1. The Operations Review Section will be responsible for maintaining the ECP.
2. The Operations Review Section will maintain a current on call roster with the Communications Section for the delivery of the ECP when requested.

B. Activating the Emergency Command Post

1. Any supervisor can activate the ECP for an emergency or unusual occurrence, where a remote command or communication center is needed.
 - a. The requesting supervisor will contact the Communications for activation of the ECP.
 - b. When requested to do so, the Communications Division will contact the on call ECP officer as designated per the on call roster Operations Review Section officer on call to deliver the ECP and to provide it to the delivery location.
 - c. Due to the complex equipment and systems in the ECP, it will be delivered to the requested location and set up by the on call ECP officer Operations Review Section officer prior to being turned over to the requesting supervisor, who will then assume responsibility for the ECP. The on call ECP officer will remain with the ECP on scene to facilitate any potential issues with the operation of the ECP and to assist the requesting supervisor as required.
 - d. When the ECP is no longer needed, the on call ECP officer will promptly return the ECP to its designated substation.
 - e. Any person utilizing the ECP will maintain it and ensure the interior is clean and orderly when upon return to the substation. in the same condition it was received.
 - f. Defects, damages, or missing items will be reported by to the delivering/retrieving officer to the Operations Review Section officer.

C. Retrieval Maintenance of the Emergency Command Post



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-30

OPA DRAFT: 9/19/18

1. When the ECP is no longer needed, the Operations Review Section officer will promptly retrieve the ECP.
2. The requesting supervisor and the on call ECP officer will report any issues in reference to the ECP to the Operations Review Section officer. The Operations Review Section officer will inspect the ECP to ensure that it is in proper condition. If issues discrepancies are found, they will be noted and reported to the Operations Review Section Lieutenant who will ensure appropriate maintenance/repairs are made.
3. After the inspection, the Operations Review Section officer will resume responsibility of the ECP.

DRAFT



ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS

SOP 2-30

Effective: 01/13/16 Review Due: 01/13/17 Replaces: 04/27/15

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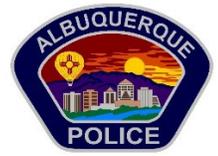
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3. After the inspection, the Operations Review Section officer will resume responsibility of the ECP.

Policy Development Form
Office of Policy Analysis



Name and Title: Lt. J. Yara

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SOP: 2-30 Emergency Command Post

Date Completed: 7/31/18

In order to gain a clear understanding of the reason for the policy change, please answer the questions below with as much detail as possible as this information will be shared with internal and external stakeholders interested in participating in APD's policy development process.

Explain the rationale or purpose for the new policy or amended policy? Example: Best practices, case law, liability, conflicts with other policies or regulations, CASA related.

Update procedures for use of Emergency command Post.

What is the policy intended to accomplish? Explain the general intent with respect to the specific topic of the policy.

Provides policy on utilizing Emergency Command Post Vehicle.

How will the policy be measured to determine its effectiveness? (Example: Will data be collected, if so, in what format and who will maintain the information?)

See Ops Review for usage statistics.

Please list any references used to draft the policy such as policies from other agencies, case law, directives from the CASA, research papers, etc.

n/a

Please submit this form to OPA@cabq.gov

If you need assistance completing this form, and for any questions or concerns please contact your SOP liaison @ adgarcia@cabq.gov.

Updated 06/20/2018