



6-11 OPEN SPACE SECTION

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6-11-1 Purpose

The purpose of the Open Space Section is to protect, maintain, and manage significant natural landscapes and cultural resources for present and future generations. To accomplish this objective, the Open Space Section will practice strict enforcement of the law and provide public education regarding the use and preservation of these lands. Because of the nature of land use by park visitors, search and rescue operations become necessary.

6-11-2 Policy

Open Space areas are those lands so designated in the adopted Plan for Major Open Space and acquired by the City of Albuquerque; any other lands so designated at the time of acquisition or subsequently; and any lands for which the city has assumed control or management responsibility by lease, easement, or legal agreement.

Open Space Officers will also patrol open space lands that are outside of the City of Albuquerque limits and within Bernalillo County. All violent crimes in these areas will be turned over to the Bernalillo County Sheriff's Office.

6-11-3 Definitions

1. Search and Rescue(SAR)

The primary mission of the Albuquerque Police Department (APD) Search and Rescue (SAR) Team is to respond to any search and/or rescue operation within Bernalillo County, New Mexico, and around the state of New Mexico as requested. The Search and Rescue Team works jointly with the New Mexico State Police, and is a FEMA type rated asset which is subject to being activated by the federal government as needed.

2. Dive Team

The primary mission of the Dive Team is to provide professional and technical recovery capabilities in the aquatic environment both locally, and throughout the state of New Mexico if requested. The Dive Team works jointly with the New Mexico State Police Dive Team, and is a FEMA type rated asset which is subject to being activated by the federal government as needed.

6-11-4 Rules and Responsibilities

A. Open Space Personnel

1. Sergeants



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The Open Space Sergeants are the direct supervisors of officers assigned to the Open Space Unit and are responsible for the daily activities.

2. Officers

Open Space Officers will patrol open space lands that are outside of the City of Albuquerque limits and within Bernalillo County. Sworn personnel who apply for a position with Open Space understand that the position is strictly voluntary, and must be members of the Search and Rescue and Dive Team.

a. Personnel must be willing to:

- i. Be placed on-call
- ii. Work varied and extended hours based on the needs of the unit
- iii. Respond to call-outs when not on call
- iv. Travel out of town for Search and Rescue/Dive missions
- v. Maintain a high level of physical fitness and be physically capable of SAR and Dive missions
- vi. Pass a quarterly Open Space testing
- vii. Not be on call for any other position within the department
- viii. Purchase personal gear (such as mountaineering clothing) as necessary

3. Selection Process

- a. The selection process will consist of the Search and Rescue physical fitness test, a rappelling test and oral board.
- b. Past performance evaluations, disciplinary actions and other performance information will be reviewed in determining an applicant's suitability. Candidates with a sustained complaint or chargeable traffic accident within the past year may not be considered depending on the totality of the circumstances involved.
- c. Candidates will have basic first aid medical training, (preferably a basic EMT; will be obtained within one year of accepting a position); a general knowledge of the outlying geographical areas of Bernalillo County; the willingness and ability to work at heights and/or with helicopters; experience in teaching and training and a basic mechanical aptitude and ability to perform general maintenance and repairs to vehicles and equipment.

B. Open Space Rules and Responsibilities

Open Space officers are cross-commissioned and routinely patrol areas that are not accessible by regular field unit patrol cars, but are not formally declared Open Space



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areas. Open Space duties also include, but are not limited to Search and Rescue and Dive Team operations. Open Space officers provide patrol and security for infrastructure assets not accessible by passenger vehicle. Open Space officers are responsible for patrol and calls for service within all designated Open Space lands. Officer are responsible for securing these facilities at their designated closing times.

C. Vehicle Lock-Ins

1. Several Open Space parks are closed at night (i.e. entrance gates are physically secured) by Open Space Officers on a nightly basis. The times of these closures vary with the seasons. As such, vehicles may be found to be in the parking areas after posted park hours and are required to be locked-in overnight. The following procedure will be followed to ensure that the interests of the City of Albuquerque are addressed:

- a. At the appropriate hour, the Open Space Officer will announce over their Public-Address system that the park is closed and that the owners of the remaining vehicle(s) must return to their vehicle immediately.
- b. The Open Space Division will insure that signs are clearly posted with times of operation. If not posted, a work order will be placed with the Open Space Division.
- c. The license plate of the vehicle will be run for stolen vehicle reports and/or informational ATL and/or missing person alerts.
- d. Officers will indicate the vehicle description, license plate, and time of gate closure on the CAD's system. Officers will not be dispatched to unlock gates. The gates will reopen the following day at 0700.
- e. The patrol officer will advise dispatch that the vehicle is a lock-in at the respective park and dispatch, in turn, will make a dispatch log note of this information.

D. Open Space Wild Land Fires

1. The Open Space Unit will take preventative action to minimize the risk of catastrophic fires from occurring in the Rio Grande Valley State Park and other Open Space areas. The level of patrol or closure is directly affected by the severity of drought, fire conditions in the Open Space Areas, historic fire information and the Fourth of July holiday.
2. The Open Space Lieutenant will coordinate with the Open Space Division, AFD, BCFD, and the State Forestry Department to determine the fire danger in the Open Space Areas.
3. During extreme fire conditions, the Open Space section will concentrate patrols within these the high-risk areas to reduce the fire danger.



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4. The Open Space Section will investigate thoroughly all calls that involve possible fires or smoke within the Open Space Areas.
 - a. In the event of a fire the Open Space Supervisors will insure that the fire department is notified.
 - b. A Unified Command will be established in accordance with the National Incident Management System (NIMS).
 - c. Open Space Officers will staff the access points that best allow fire equipment to access the area.
 - d. Start an evacuation of park visitors, contractors, or other persons in the area.
 - e. Set up a perimeter to keep non-public safety personnel out of the area.

E. Open Space Methods of Patrol

1. Because of varied terrain and special challenges in providing law enforcement coverage in and around Open Space areas, several methods of routine and emergency patrol are utilized.
 - a. Vehicle Patrol – Use of SUV's to combat terrain challenges in Open Space areas.
 - b. Foot Patrol – Used to check bridges transecting Open Space areas and also used to deter illegal activities in the Bosque and foothill areas.
 - c. Bike Patrol – Used in all Open Space areas.
 - d. ATV/Motorcycle Patrol – Used in rugged and inaccessible areas, as well as general Open Space areas.
 - e. Hovercraft Patrol – Used on the Rio Grande River for routine patrol, Bosque closure scenarios and for emergency or Special Operations situations.
 - f. Airboat Patrol-. Used on the Rio Grande River for routine patrol, Bosque closure scenarios and for emergency or Special Operations situations.

F. Open Space Training

1. Open Space will conduct weekly training. The training will rotate each week and consist of all areas within the Open Space division. The three primary areas of focus should be Search and Rescue, Dive Team, and TEMS/EMT training.

G. Open Space Equipment

1. The Open Space unit utilizes specialized equipment to include but not limited to, AVT's, Airboat, Hovercraft, Off Road Motorcycles, Mountain Bikes, Side by Side off road vehicles, and 4x4 patrol vehicles, all search and rescue and dive equipment.

H. Open Space Testing

1. Unit Quarterly Testing



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All Open Space Officers must pass a quarterly physical fitness and proficiency testing.

January	Proficiency Testing <ul style="list-style-type: none">• Rope System• Raising and Lower systems (MPD, 540)• Litter Packaging• Rappel System Dive Systems <ul style="list-style-type: none">• SCUBA system assembly• Underwater skills test
April	Department PT Test <ul style="list-style-type: none">a. 80% overallb. No less than 60% in one category
July	Swim Testing <ul style="list-style-type: none">a. Dive Team Swim Testb. Open Space Swim Test
October	SAR Pack Test

I. Open Space Selection Testing

1. Swim Test

- a. 600-yard snorkel mask and fins, 400 yards' free style, no stopping or holding the side of the pool or lane lines.
- b. 50-yard weighted belt (10 lbs.) swim.
- c. 50-yard Brick Swim – both hands must remain on the brick at all times.
- d. 50-yard Tank Push – no slamming or shoving the tank, must maintain control of the tank.
- e. 20-minute water tread, last 2 minutes hands out of water

2. PT Test

- a. PT test 80% overall (PASS/FAIL)
- b. Must meet a minimum of 60% in each category.



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3. Pack Test
 - a. Pino Trail in 4 hours with a 25-pound pack.

4. Rappel Test
 - a. Provide equipment to complete a 40' rappel.

J. Open Space Uniforms and Unit Patch

1. The standard uniform for Open Space patrol will be the standard bike patrol uniform or a black uniform polo with brown 5.11 type pants and neutral colored hiking boots.
 - a. Due to the adverse environment and terrain Open Space works in, a modification can be made to the daily uniform based on the needs of the unit and approval of the supervisor on duty.
2. Hovercraft and Airboat patrol officers will wear green cover-all type "flight" suit with APD cloth patch and badge clearly displayed.
3. Patches in addition to the regulation APD patch, Officers assigned to the Open Space Section are authorized to wear the "Open Space" section patch. The patch will be worn in accordance with APD Uniform Regulations.

6-11-5 Search and Rescue

A. Search and Rescue Responsibilities

The Search and Rescue program is administered by the Search and Rescue Team, Open Space Unit, and the Field Services Bureau.

B. Search and Rescue Personnel

1. Search and Rescue Coordinator

The Search and Rescue Team Coordinator of the Albuquerque Police Department is a Lieutenant. The Lieutenant has overall responsibility for the Section, including budget, personnel, equipment and training.

2. Search and Rescue Supervisor

It shall be the duty of the Search and Rescue Supervisor to oversee all phases of the Search and Rescue Program. They will be responsible for the selection, training, evaluation and utilization of all personnel. They will be responsible for the completion of all Search and Rescue incidents and the coordination of efforts with



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all other agencies or individuals. They will be responsible for the maintenance, upkeep and inventory of all Team equipment and supplies.

- a. Members of the Open Space Search and Rescue team and Dive Team will be available for calls 24 hours a day, seven days a week unless leave has been approved by the Open Space Sergeant. Open Space officers cannot be on any other form of "on-call", other than their Open Space responsibilities.
- b. The primary on-call responsibility will rotate among all team members on a weekly basis.
- d. Team members must maintain a minimum of 80% participation in all training and call-out's during a twelve-month period on a rotating calendar year. Attendance that falls below 80% is a consideration for dismissal from the unit.
- e. Any changes to the on-call roster must be approved by the Unit Supervisor and dispatch notified of the changes.

C. Search and Rescue Team members

Commissioned officers fulfill the role of Team Members. These officers, along with the Coordinator and Supervisor, will conduct or provide all training and direct new team members on all search and/or rescue incidents.

1. Primary Duty Requirements

Search and Rescue Officers respond to and handle search and/or rescue incidents on a 24-hour a day, call-out basis in all of Bernalillo County. Officers provide training to other members of the Department as needed. They also maintain and service assigned equipment and vehicles.

2. Minimum Qualifications

Commissioned personnel must have a minimum of two years as a police officer with the Albuquerque Police Department and must have completed probation. Officers must be willing to be "on call" and respond on a 24-hour per day basis. Officers must be in good physical condition and able to work in severe terrain and weather conditions. They must pass the Search and Rescue physical fitness standards on a quarterly basis. They must be able to give directions clearly to communicate effectively with individuals in a variety of circumstances, speak before large groups and be willing to work flexible shifts and varying hours.



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3. Medical

The Search and Rescue Team is an Emergency Medical Services Provider operating at an EMT-Basic level. The officers are often first on a scene and are responsible for initial primary patient care until help arrives. It is necessary that their skills be proficient and properly maintained. The officers assigned to the unit should be trained to this level.

4. Selection Process

- a. The selection process will consist of the Search and Rescue physical fitness test, a rappelling test and oral board.
- b. Past performance evaluations, disciplinary actions and other performance information will be reviewed in determining an applicant's suitability. Candidates with a sustained complaint or chargeable traffic accident within the past year may not be considered depending on the totality of the circumstances involved.
- c. Candidates will have basic first aid medical training, (preferably a basic EMT; will be obtained within one year of accepting a position); a general knowledge of the outlying geographical areas of Bernalillo County; the willingness and ability to work at heights and/or with helicopters; experience in teaching and training and a basic mechanical aptitude and ability to perform general maintenance and repairs to vehicles and equipment.

D. Search and Rescue Patient Transport

1. It is not the standard policy of this Department to transport injured persons to medical facilities. Search and Rescue operations are conducted solely to extricate persons safely from extreme and/or hazardous locations. Upon being safely extricated from that location, the victim is turned over to qualified medical transport personnel. If the criticality of the patient dictates and transport resources are not available or practical in the determination of the Medic, Team Leader and Officer-In-Charge a patient may be transported to the hospital in a lifesaving effort.
2. On-duty paramedics from local fire departments and ambulance services respond to all Search and Rescue calls with known or possible injuries. The air medical helicopters are used for transport when injuries dictate or transport time is a critical factor.
3. Search and Rescue works with and coordinates activities with all these agencies and services to ensure the best care for the patient.



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E. Search and Rescue Physical Fitness Standard

1. Physical fitness is an important requirement for the officers assigned to fill the Search and Rescue role. These officers must be able to carry all their Search and Rescue and medical equipment during operations. Officers are required to operate in extreme terrain under harsh weather conditions.
2. Officers will be required to maintain a physical fitness standard which will be tested quarterly.
3. An officer who fails to pass the physical test in the allotted time will be taken off on call status for 90 days. They will then have up to 90 days to train, prepare and practice for retesting. If at the end of 90 days they cannot pass the test, they will be removed from the Open Space Unit.

4. Open Space Search and Rescue Physical Fitness Standards

a. 50-meter swim in BDU's with a 10 pound weighted belt. No stopping or assistance from any object or person.

b. Pack test – Pino trail #140 to Crest trail #130S and return within 4 hours.

i. Start location:

N 35° 9.704'

W 106° 28.191'

Ellena Gallegos parking lot

ii. Turn around point:

N 35° 10.144'

W 106° 24.850'

Pino Trail - South Crest Trail junction

iii. Must start and finish with a minimum 25-pound pack.

iv. Must have SAR/Survival gear.

F. Search and Rescue Training and Certifications

1. NM SAR Certification

All APD SAR team members should be certified through the New Mexico State Police Search & Rescue or equivalent. NMSAR Class and Certification or equivalent is the type of course which teaches proper search management and



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utilization of resources to ensure the best probability of success for a search operation.

2. During their assignment with APD SAR, officers shall obtain and maintain the following certifications:

- a. New Mexico State Police Search & Rescue
- b. Wilderness Rope Rescue Level I & II
- c. Swift Water & Flood Control Rescue
- d. Airboat
- e. Hovercraft
- f. ATV/UTV
- g. Bike Patrol
- h. Alternate Carry Course
- i. Horse Familiarization (HMU)
- j. Aviation Familiarization

G. Search and Rescue Training Criteria

1. Members are expected to attend all training unless excused. It is the officer's responsibility to notify the Search and Rescue Supervisor and advise the reason if training is going to be missed or has been missed. All mandatory training is expected to be completed and made-up to maintain currency. Individuals not current in training may be required to remain at the Command Post and assist with logistic and support functions during rescue operations. Poor training attendance (less than 80%) is a consideration for dismissal from the Unit.
2. Training is normally conducted to maintain proper operational proficiency in the following general areas.
 - a. Technical Rope Rescue Techniques
 - b. Helicopter Operations
 - c. Medical Treatment
 - d. Land Navigation
 - e. Wilderness Search Techniques
 - f. Wilderness Survival Techniques
 - g. Alpine Search and Rescue Operations (Snow and Ice)
 - h. Swift water Rescue Operations
 - i. Man-tracking Techniques



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H. Search and Rescue Specialized Training

1. Search and Rescue keeps current with any updates or changes in the rescue environment. It is also a practice of this team to seek out, thoroughly evaluate and implement new techniques and equipment that will make the rescue operations safer and more efficient. ITRS (International Technical Rescue Symposium) is such a place.
2. Mandated monthly rope training may be conducted with Albuquerque Fire Department, Bernalillo County Fire Department, Albuquerque Mountain Rescue Council, and National Guard.

I. Search and Rescue Weekly Training Sessions

1. Training is accomplished during weekly sessions. Continual training is accomplished with other agencies, identifying and addressing specific issues and participating in specialized training opportunities to enhance skills or techniques.

J. Swift water and Flood Control Rescue

1. Search and Rescue maintains the capability of conducting search and recovery operations in the swift water environment of Bernalillo County and Surrounding areas. These operations are in conjunction with Albuquerque Fire Department, Bernalillo County Fire Department, and surrounding agencies.
2. Officers will successfully complete a nationally recognized swift water rescue training course with the Albuquerque Fire Department. Officers should maintain an annual re-certification.
3. Officers will successfully complete a nationally recognized flood control water rescue training course with the Albuquerque Fire Department. Officers should maintain an annual re-certification.

K. Alpine Search and Rescue

1. Search and Rescue officers are responsible for alpine searches and rescues in snow and ice. They require a general understanding and expertise in the techniques and tools necessary to work in an alpine environment.

L. Basic Search and Rescue Principle



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1. The basic Search and Rescue principle, LAST (Locate, Access, Stabilize and Transport), will be adhered to in all Search and Rescue operations.

M. Search and Rescue Training for Department Employees

1. Search and Rescue officers also teach specialty classes to other Department employees.
2. Search and Rescue officers teach and make presentations to a variety of public groups and gatherings in the various areas involving search and rescue or wilderness preparedness techniques. Officers actively pursue preventive search and rescue programs and forums to educate the public and reduce search and rescue incidents.

N. Search and Rescue Equipment and Vehicles

Search and Rescue officers are responsible for the upkeep and maintenance of all equipment and vehicles assigned to the Search and Rescue Team

1. Emergency Response Vehicles

- a. Each officer assigned to Search and Rescue is assigned and responsible for a 4-wheel drive emergency response vehicle.
- b. Each vehicle contains the necessary and minimum team equipment needed to successfully complete the majority of rescue situations
- c. Each officer is responsible for the maintenance, upkeep and repair of these vehicles to ensure the vehicles are always in good serviceable condition.

2. Specialty Vehicles

- a. The Search and Rescue Team has the need for specialty vehicles that can be used to access difficult terrain areas beyond the capabilities of the assigned full-size vehicle. These vehicles are generally, but not limited to, ATVs (quads) and boats.
- b. Officers shall maintain their certifications and familiarity with the maintenance and operation of the vehicles, and under normal circumstances are the only persons authorized to operate the vehicles.
- c. All operators of these vehicles will wear a helmet and any other gear considered appropriate for the situation or terrain. This is the responsibility of the Safety Officer or Officer-In-Charge to determine and enforce.



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O. Search and Rescue Testing

Members of the Search and Rescue team will conduct their swim and pack test during the months of July and October.

1. An officer who fails to pass the physical test in the allotted time will be taken off on call status for 90 days. They will then have up to 90 days to train, prepare and practice for retesting. If at the end of 90 days they cannot pass the test, they will be removed from the Open Space Unit.

P. Search and Rescue Uniforms and Unit Patch

1. Uniforms will be dictated by terrain and weather environment.

Q. Search and Rescue Call-Out Procedures

1. Requests for Search and Rescue are normally made through Dispatch.
2. The Dispatch Supervisor notifies the Search and Rescue Supervisor or his designee of the request for Search and Rescue services. SAR Supervisors are then notified to respond to a designated area and establish a Command Post or staging area with the appropriate equipment needed to accomplish the mission.
3. It is the responsibility of the Mission Coordinator or Officer-In-Charge to request all necessary support services that may be needed. It is also his/her responsibility to notify any agency in whose jurisdiction the operation may be taking place, if they are not requesting services.

R. Operational Personnel

Each search and/or rescue mission, depending upon its complexity, can involve any or all of the personnel assigned to the unit. Operations can also become multi-jurisdictional, incorporating the necessary levels of an Incident Command System.

1. Incident Commander
 - a. The Incident commander is responsible for all personnel and oversees the overall operation. This position is normally filled by a supervisory officer assigned to the Search and Rescue Team, either the Section Lieutenant or Sergeant.



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- b. This position may be taken over by a representative of Command Staff on a large-scale operation or delegated to a police officer during minor incidents.
2. Team Leader
 - a. The Team Leader is responsible for the operational completion of search and rescue activity during an operation. This is the primary function of the commissioned officers assigned to Search and Rescue and is generally at a location removed from the Command Post operational area. This activity may be assumed by supervisory personnel in complex operations or may be delegated to officers in simple incidents not requiring the need to make significant decisions to ensure completion.
 3. Edge Person
 - a. The Edge Person acts as a signal relay between the raise/lower team and a rescuer who is over the edge of a high angle drop. The Edge Person is secured by a safety or rappel line.
 - b. Maintain open communications between the rescuer(s) who are down-rope and the raise/lower team.
 - c. Assists victims, litters and rescuers in getting over the edge of a drop.
 - d. Places and maintains edge protection for ropes.
 4. Aircraft
 - a. APD SAR will utilize aircraft when appropriate in the search for ELT's, missing aircraft and missing persons.
- S. Mountain Rescue Helicopter Operations
1. Justification is required in order to utilize the police helicopter as a rescue tool during Search and Rescue Operations. This need is established by the Mission Coordinator or Supervisor based on numerous circumstances and criteria which include, but are not limited to:
 - a. Nature of and extent of injuries
 - b. Weather conditions and forecast
 - c. Location of victim both in remoteness and accessibility
 - d. Logistics and manpower needs and availability
 - e. Practicality of mission completion through other means



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f. After helicopter use as been justified, it is then requested through the call-out procedures.

T. Mountain Rescue Operational Guidelines

1. General Safety

- a. A safety line will be used on all operations where fall is a potentiality. The Mountain Safety Officer will determine location of placement and approve all exceptions through the Team Leader or Supervisor.
- b. Any person handling a working rope in an operation that is loaded or has the potential to be loaded, will do so with the use of gloves unless doing so is impractical or unsafe.
- c. All personnel that may be exposed to a vertical environment will have on an approved harness and helmet.

2. Rappel Guidelines

- a. No one will begin rappel without having all equipment and connections checked by the mountain safety officer or his designee unless it is unsafe or impractical to do so.
- b. All rappels will be done on a minimum of a 7/16" (11 mm) static kern mantle line.
- c. Single line rappels will be a practiced technique to assure proficiency. Single line rappels will utilize a belay line when utilized for rescue, exposure and hazards will be evaluated to minimize risk.

3. Technical Rescue Systems

- a. All rescue systems should be constructed with a built-in safety factor of 10:1. (This meaning the weakest point will be designed to withstand a load at least ten times greater than the heaviest static load on the system).
- b. Rescue systems raising or lowering a rescue load (more than one person) will use a belay device designed for rescue loads. Rescue 8's and other single person belay devices are not normally acceptable, but may be approved by both the Mountain Safety Officer and Team Leader, depending upon the totality of the system and safety backups.
- c. Whenever possible all systems must be designed to have each piece and section backed up. (In the event of failure of any component, the systems' integrity will remain intact).



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d. All systems will be designed to maintain their integrity if at any time for any reason any person involved with the system becomes incapacitated and cannot perform their assigned duties.

4. Rescue Rope Usage

a. All rescue ropes will be individually marked and identifiable from all other ropes.

b. Any use of a rope will be documented and a record maintained until the rope is retired from use and disposed of.

c. All raise or lower systems of a one-person load should involve the use of two lines 7/16" (11 mm) static kern mantle minimum. All exceptions to a two-line system must be approved by the Safety Officer and Team Leader, and considered necessary and justifiable depending upon urgency, hazards and exposure.

d. All raise or lower systems of a two-person load shall involve the use of two lines 7/16" (11 mm) static kern mantle minimum. Each individual will be individually attached to both lines.

e. All raise or lower systems of a three-person load shall involve the use of two lines 7/16" (11 mm) static kern mantle minimum. The addition of a third line is desirable depending on urgency, hazards and exposure. In this case each individual will be individually attached to two of the lines.

5. Hardware

a. All carabiners used will be of a locking type.

b. The only accepted use for non-locking carabineers is to secure equipment.

6-11-6 Dive Team

A. Personnel

1. Dive Sergeant

The Sergeant is the direct supervisor of the Dive Team during dive operations.

2. Team Leader

The Team Leader is a member of the Dive Team, and based on his/her performance and experience, is selected to assist the Dive Sergeant with mission planning and deployment of officers during incidents.



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3. Dive Team Instructor

The Dive Team Instructor is a member of the Dive Team who is a Scuba Schools International or PADI certified dive instructor, with at least 1 year experience on the team. The Dive Team Instructor will be selected from current members of the Dive Team, based on performance and experience.

4. Dive Control Specialist

The Dive Control Specialist is a member of the Dive Team who is a Scuba Schools International or PADI certified Dive Control Specialist (assistant instructor). The Dive Control Specialist will be selected from current members of the Dive Team, based on performance and experience.

5. Diver

The Dive Team is comprised of members from Open Space, which may include collateral members from all of APD. Divers are certified to Scuba Schools International (SSI) standards, have specialized training for collection and recovery of evidence and crime scene processing in the water, are swift water rescue certified, and maintain additional standards established by the Dive Team Sergeant.

6. Collateral Diver

A Collateral Diver is a part-time team member who is normally assigned to a unit other than Open Space. Collateral Divers must maintain the same standards as a full time Diver. When activated, members report to the Open Space Unit chain of command.

B. Dive Team Rules and Responsibilities

1. Dive Supervisor Responsibilities

- a. Assess situation information from the scene supervisor or person requesting assistance.
- b. In coordination with the Incident Commander or Designee, determine if a full or partial call out of the team is required.
- c. Secure transportation of team members and equipment if necessary.
- d. Assume supervision of the mission and coordinate activities under the direction of the Incident Commander, or Team Commander.
- e. Constantly assess the possibility of increasing or decreasing team man power.
- f. Provide updates to the Open Space Chain of Command.
- g. Provide information to the PIO, if necessary.



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- h. Provide an after-action report, when applicable and in accordance with the guidelines in the Emergency Operations Plan. When requested, provide a supplemental report.
- i. Inspect and secure all team equipment using approved methods of maintenance to the various certifications which apply.
- j. Maintain personnel rosters, lineups, gear maintenance schedules, personnel dive physical schedules, expense logs, reports, and any other documentation as required to administer the Team. Inspect dive logs to ensure accuracy. Maintain training records for all team members.
- k. Promptly notify the safety officer, risk management, of any injury. Prepare necessary reports as required.
- l. Conduct an annual inventory and physical inspection of all issued equipment.

2. Dive Team Member Responsibilities

- a. When on call, promptly respond to call outs.
- b. Report to the staging area equipped and prepared to respond to the event.
- c. In the event a team member cannot respond to a call out, the officer shall notify the Team Supervisor.
- d. Comply with procedures and protocols as trained, with safety as a priority for all team members and or victims.
- e. Promptly report all equipment malfunctions, or lost, stolen, or damaged equipment to the on-scene supervisor.
- f. Report all incidents of injury to the on-scene supervisor.
- g. Inspect all equipment prior to usage, and after each event as required by protocols. Report any maintenance needed to the supervisor.
- h. Write reports or supplemental reports of any activity as required.
- i. Maintain accurate dive logs for inspection by team supervisors.
- j. Keep all equipment in a constant state of readiness.
- k. Report all training attended to team sergeant, as well as the APD Training Academy.
- l. Participate in training as required to maintain proficiency.
- m. Demonstrate an acceptable physical assessment level by maintaining an 80 percentile overall on the APD physical assessment standards, and passing the Dive Team and Open Space swim tests.
- n. Stay current on all vaccines as deemed necessary by the safety officer.
- o. Members of the Open Space Search and Rescue Team and Dive Team will be available for calls 24 hours a day, seven days a week unless leave has been approved by the Open Space Sergeant.
 - i. May not be on call for any other unit
- p. The primary on-call responsibility will rotate among all team members on a weekly basis.



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- q. Team members must maintain a minimum of 80% participation in all training and call-out's during a twelve-month period on a rotating calendar year.
- r. Any changes to the on-call roster must be approved by the Unit Supervisor and dispatch notified of the changes.

C. Activation of the Dive Team

1. Dive Team Deployment

The Dive Team Sergeant will be briefed by the on-scene supervisor about the situation. The Dive Team Sergeant will evaluate the circumstances and determine if an immediate or delayed Dive Team response will be most appropriate. Safety will be the primary determining factor. The Dive Team Sergeant, or Team Leader reserves the right to refuse a mission if it cannot be safely executed in accordance with established diving protocols. Prior to committing to a dive mission, the Team Supervisor, or designee will:

- a. Conduct the risk-benefit field analysis to identify the risks and determine the benefit of conducting the dive at each site.
- b. Ensure that a fully dressed Safety Diver is prepared to immediately enter into the water in the event the primary driver needs assistance.
- c. Develop an emergency action plan, including transportation of an injured diver to the nearest operational hyperbaric chamber, or the closest emergency medical facility.
- d. Develop a safety plan for all surface support prior to any operations being initiated.

D. Dive Team Uniforms and Unit Patch

1. Callout Uniforms

Uniforms will be dictated by search conditions and weather environment.

2. Dive Team Patch

Dive Team members may elect to wear the Dive Team Patch on their patrol uniform in accordance with Department SOP 2-06-2V5. The Dive Team patch will be issued to Team members who have successfully completed training and sufficiently demonstrated operational effectiveness, as determined by the Dive



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Team Supervisors. Team Members may not wear the Dive Team patch until authorized by the Dive Team supervisors.

3. Dive Team Pin

Only full time Open Space Dive Team members may elect to wear the Dive Team Pin on their standard department uniform. The Dive Team Pin will not be worn on the BDU/Open Space uniform. The Dive Team Pin will be issued to Team members who have successfully completed training and sufficiently demonstrated operational effectiveness, as determined by the Dive Team Supervisors. The pin will be identical to the military Scuba Diver pin. The officer pin will be silver in color and the supervisor pin will be gold in color. The pin will be worn above the right pocket of the uniform shirt, centered 1/2 inch above the name tag on the vertical shirt seam.

K. 6-11-7 Open Space Collateral Program

The purpose of the Collateral Program is to supplement the personnel levels in the Open Space Unit. Additionally, this program affords interested APD officers and Sergeants the opportunity to learn Open Space, Dive Team, and Search and Rescue tactics. In order to be accepted into the Collateral Program, the below minimum qualifications must be met by all Officers/Sergeants:

1. Officers must be off probation.
2. Officers and sergeants must be in good standing with the department.
3. Officers and sergeants must be on a type of duty status when attending training or an event, such as but not limited to, adjusted, comp time, and/or overtime.
4. Officers and sergeants must be willing to purchase necessary gear to include mission specific summer and winter clothing.
5. Collateral officers and sergeants will not wear the Open Space Unit patch. The Search and Rescue Team patch, or the Dive Team patch may be worn when collateral team members have successfully completed training and sufficiently demonstrated operational effectiveness, as determined by the respective team Supervisors.
6. Officers must not be on call for any other unit.
7. Collateral officers and sergeants will attend a minimum of 20 hours of training per month in order to maintain proficiency. Failure to maintain this training will remove



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that Collateral officer from the rotation for that month and will be consideration for removal from the collateral program.

8. Collateral officers and sergeants will be utilized in the event there is a Search and Rescue/Dive callout on an "as needed" basis.
9. While in training and on callouts, full time Open Space Sergeants and Officers will maintain operational command and control over the scene and over all collateral officers and sergeants.
10. Overtime or comp time for special events will be approved by the Open Space Sergeant.
11. Collateral officers and sergeants will be required to pass the physical assessments the same as Open Space Officers.
12. The Open Space Sergeants will make the ultimate determination whether or not a particular Officer/Sergeant is suitable for the Collateral Program. This will not be grievable since the Collateral Program is a secondary duty above and beyond their primary assignment.