



1-27 COLD CASE UNIT

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

A. Related SOP(s)

- 1-66 Missing Persons Unit (Formerly 5-3)
- 2-74 Submission of Cases to the District Attorney
- 5-3 Criminal Investigations Division

B. Form(s)

None

C. Other Resource(s)

None

1-27-1 Purpose

The purpose of the Cold Case Unit is to investigate all unsolved homicides or unsolved endangered missing persons in which the principal investigator has exhausted all leads.

1-27-2 Policy

It is the policy of the Albuquerque Police Department (Department) to provide rules and responsibilities to Department personnel when investigating unsolved homicides.

1-27-3 Rules and Responsibilities

A. Cold Case Unit Responsibilities:

1. Maintain all files of unsolved cold case homicides in a secure environment.
2. Maintain cases in the case management system for information tracking, and crime analysis.
3. Assume case responsibility of reopened cases and conduct follow-up investigation, including but not limited to, interviewing or re-interviewing witnesses, informants, or suspects.
4. Notifies the primary detective, if this individual is still working for the Department, when a cold case is being worked and gives the detective periodic progress updates. Under circumstances as determined by the Cold Case Unit Sergeant, a case may be returned to the original detective for investigation or completion.



ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP 1-27 (Currently 5-3)

OPA Draft 7-1-20

5. Prepare and submit a monthly activity report.;
6. Assist officers, the District Attorney, or other agencies in documenting and/or directing information concerning cold case homicides.;
7. Analyze cold homicide cases with any new and available forensic technologies, where appropriate.;
8. Correspond with other agencies within New Mexico and throughout the nation regarding cold homicide cases.;
9. Maintain a working relationship with the New Mexico Survivors of Homicide support organization., and
10. Assist other homicide or violent crime-investigating units (i.e. Robbery, Crimes against Children, FASTT, etc.) within the Criminal Investigations Division (CID), whenever necessary.-;
11. Works with the National Missing and Unidentified Persons System (NamUs) for all unsolved missing persons cases, which are maintained kept in the Cold Case Unit.
12. Cold Case Unit detectives will be in an on-call status.

B. Cold Case Sergeant Responsibilities

1. The Sergeant will conduct a case review of incoming cold case homicides to ensure that all leads have been exhausted. Prior to acceptance into the Cold Case Unit, authorization will be given from the Section Lieutenant.

~~— Cold Case Homicide Unit~~

- ~~— The Cold Case Homicide Unit notifies the original primary detective, (if this individual is still working for the Department,) when a cold case is being worked, and gives the detective periodic progress updates. Under circumstances as determined by a Violent Crimes supervisor, a case may be returned to the original detective for investigation or completion.~~

C. Cold Case Ppriority is determined by the following factors:

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1. Statutory rRequirement;
2. Statute of limitations;
3. Legal issues examined; and



4. Other factors, including but not limited to:

- a. Whether the ~~is~~ case file is completed.? This includes the original report, Violent Crimes supplemental reports, Major Crime Scene Team (MCST) crime scene and lab reports, neighborhood canvass forms, and autopsy reports;
- b. Availability of evidence;
- c. Witness statements;
- d. Suspect statements;
- e. Age of case;
- f. New ~~i~~Information and ~~r~~Requests;
- g. Crime Stopper tips;
- h. Tips from another law enforcement agency;
- i. Jailhouse information;
- j. Information from professional sources, such as private investigators and attorneys;
- k. Request made by family members and/or acquaintances of the victim; and
- l. Media inquiries.

D. Leads and Tips

As leads develop and/or tips come in, the Cold Case Unit reports the information to the sergeant/Homicide sergeant when necessary and conduct follow-up investigations.

1. The Cold Case detectives document the outcome of the lead or tip within 72 hours and submit it in writing to the unit sergeant for review.
2. The written report will be included with the case file.
- 4.3. Should the lead or tip result in a cleared case and/or an arrest, the Cold Case detective completes the case in accordance with SOP Submission of Cases to the District Attorney ~~SOP~~.