



1-54 HONOR GUARD TEAM

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

None

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

1-54-1 Purpose

The purpose of this ~~Unit~~ policy is to establish the Honor Guard Team's roles and responsibilities in honoring fallen and seriously injured ~~officers~~ sworn personnel of the Albuquerque Police Department (Department) and rendering appropriate Departmental honors during ceremonial occasions.

1-54-2 Policy

It is the policy of the ~~Albuquerque Police Department (Department)~~ provide an ~~It is the policy of the Department's~~ Honor Guard Team to attend funerals of Department ~~employees~~ personnel in addition to assisting City of Albuquerque officials, foreign dignitaries, and other public safety agencies as determined by the Chief of Police or their designee.

N/A

1-54-3 Definitions

A. In the Line-of-Duty Death

Any action, felonious, accidental or natural, which claims the life of a ~~a public safety officer/peace officer~~ Department officer who was performing a work-related function while on=~~duty~~.

1-54-4 Rules and Responsibilities

A. The Honor Guard Team is comprised of collateral officers from all ~~b~~ Bureaus of the Department.



1. Honor Guard Team sworn personnel ~~members will~~ shall respond to scheduled Honor Guard requests from the Honor Guard Team Lieutenant on the designated platform within twenty-four (24) hours of receiving notification.
2. An Honor Guard Team officer ~~member~~ may request in writing to the Honor Guard Team Lieutenant to be placed in an inactive status for up to one (1) year.

~~A.~~ Failure to participate in events or respond to request may result in an Honor Guard Team officer ~~member~~ being removed from the Team.

a.

~~B.~~

B. Honors for Officers Killed in the Line-of-Duty

~~C. B.~~ The Honor Guard Team shall render honors for officers killed in the line-of-duty upon request of the family, ~~consistent with SOP In the Line of Duty Death Notification and Benefits.~~

1. The honors ~~may include but are not limited to:~~

- ~~4.~~
 - a. Guard duty;
 - b. Ceremonial flag folding and presentation;
 - c. 21-gun salute;
 - d. Taps; and
 - e. Bagpipes.

2. The Honor Guard Team ~~shall also~~ provides additional services to the family of a fallen ~~employee~~ officer, as deemed necessary by the Chief of Police.

~~D. C.~~ Honors Criteria:

1. The decedent must have died an honorable death.
- ~~2. a.~~ Deaths suffered during the commission of a criminal act by or in collusion with the decedent are not considered an honorable death. This does not include minor violations of the motor vehicle code.
- ~~3. 2.~~ The decedent must have served with the Department, another government employee, or the military.

~~E. D.~~ The ~~unit~~ Honor Guard Team may assist with the following events:

1. Funerals for:
 - a. Retired officers;



- b. First responders from outside agencies; ~~and~~ and
- c. Military; and

2. Presentation of colors.

~~2.E.~~ D. Department Request for the Honor Guard Team

~~3. 1. The Department personnel member who request the Honor Guard Team making the request will~~ shall contact the Honor Guard Team Lieutenant and provide the following:

1.

~~4. a.~~ The reason for the request;

a.

~~5. b.~~ The date of the event;

b.

~~6. c.~~ The time of the event;

c.

~~7. d.~~ The location of the event; and

d.

~~e.~~ The point of contact for the event.

~~8. 2.~~ 2. Upon receipt of this information, the Honor Guard Team Lieutenant will ~~will~~ shall respond to the requestor to obtain any additional information.

F. Call-Out Procedures

- 1. When an officer is killed or seriously injured, the Honor Guard Team Lieutenant ~~shall~~ will be notified of the circumstances.
- 2. The ~~Honor Guard Lieutenant~~ Honor Guard Team Lieutenant or their designee ~~shall~~ will then make the appropriate arrangements for guarding the officer.
 - a. The ~~Honor Guard Lieutenant~~ Honor Guard Team Lieutenant or their designee ~~shall~~ will be the point of contact for honors to be rendered to the officer.
- 3. ~~Officers~~ Sworn personnel who participating in guard duty for an in the line ~~of~~ of duty death shall be in full honor guard uniform or full C ~~Class~~ A uniform.

G. Compensation

1. Honor Guard Team sworn personnel ~~Officers~~ may receive eight (8) hours of straight compensatory time per month when:

~~4.~~

- a. The officer has participated in a minimum of two (2) events; ~~or~~



- b. The officer has participated in a minimum of one (1) event and one (1) training;
or
- c. The officer receives approval from the ~~Honor Guard Lieutenant~~ Honor Guard Team Lieutenant for participating in an Honor Guard Team function that exceeds the average time or responsibilities of scheduled events or training. This may include, but is not limited to:
 - i. ~~One~~ one out of town funeral. ~~(For the purpose of this section, out of town is considered any location over thirty (30) miles from the City of Albuquerque limits); or~~
 - ii. ~~an~~ an Extended memorial service (i.e., ~~The Law Enforcement Memorial service~~ Memorial service).

2. The duty supervisor(s) may receive eight (8) hours of straight compensatory time every two (2) weeks.

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H. Training

~~Officers shall~~ Honor Guard Team sworn personnel will complete mandatory monthly and yearly in-service training as designated by the ~~Honor Guard Lieutenant~~ Honor Guard Team Lieutenant.

