



~~1-566-12~~ Horse Mounted Unit HORSE MOUNTED UNIT

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

- 2-1 Uniforms
- 2-35 Emergency Response Team
- 2-52 Use of Force—General
- 2-54 Intermediate Weapon Systems
- 2-56 Use of Force—Reporting by Department Personnel
- 2-57 Use of Force—Review and Investigation by Department Personnel

B. Form(s)

- PD X Donated Horse Agreement
- PD X Horse Release Agreement

C. Other Resource(s)

City of Albuquerque and Albuquerque Police Officers' Association Collective Bargaining Agreement

D. Rescinded Special Order(s)

None

~~1-566-12-1~~ **Purpose**

The purpose of this policy is for ~~Special Services Bureau~~ the Support Operations Bureau's Horse Mounted Unit (HMU) will to -provide support and assistance to the Albuquerque Police Department (Department) by ~~conducting proactive patrols, crowd control, community outreach, searches, and crime prevention.~~ attending community, City-sponsored, and special events to project a positive, professional image of the Department, along with supporting the Department by conducting proactive patrols, crowd control, and crime prevention initiatives.

~~1-566-12-2~~ **Policy**

It is the policy of the Department for the ~~Horse Mounted Unit~~ HMU to conduct proactive patrols, crowd control, searches, and crime prevention initiatives in high-crime areas ~~officers will~~ while ~~conduct crime prevention initiatives in uniform while~~ on horseback in high-crime areas, and to perform community outreach while on horseback. ~~-.The Horse Mounted Unit is an effective tool to present a positive, professional image of the Albuquerque Police Department. The Horse Mounted Unit will attend static demonstrations and special events to provide a positive image of the Albuquerque Police Department.~~



1-56-3 **Definitions**

A. Bokken Baton

A 48" wooden tool that gives the rider the ability to dislodge individuals who have grasped the reins and or halter of the mount (horse). It is a primary intermediate use of force tool for mounted units. Due to the height and position of the mounted rider, normal expandable batons would not be effective as an intermediate use of force tool.

B. Collateral Rider

The collateral rider supplements personnel levels in the HMU, while providing interested sworn personnel the opportunity to learn equitation, equine care, and mounted police tactics.

1-56-4 **Procedures Rules and Responsibilities**

7 A. The duties of the HMU are divided into several primary functions. The HMU may be assigned other functions as deemed necessary by the Open Space Section Lieutenant or HMU Sergeant/Supervisor.

1. Crime Prevention

- a. The HMU is a City-wide unit and shall assist the Field Services Bureau (FSB) and any other specialized unit in effectively controlling crime in all area commands and open space areas.
- b. HMU sworn personnel shall conduct crime prevention initiatives in high-crime areas while on horseback.
- c. Area commanders and/or lieutenants shall contact the Open Space Section Lieutenant or the HMU Sergeant/Supervisor to request the use of the horses within their respective area command.

2. Public Relations and Community Outreach

- a. The HMU presents a positive, professional image of the Department by attending community, City-sponsored, and special events.

3. Crowd Control



- a. The HMU is used for crowd control in civil disturbances, parades, marches, demonstrations, visits by dignitaries, and any other events where crowd control is necessary, such as the New Mexico State Fair and the Albuquerque International Albuquerque Balloon Fiesta where crowd control is necessary.
- b. The HMU may be utilized consistent with SOP Emergency Response Team.

4. Searches

- a. The HMU shall assist FSB, or any other unit within the Department, which includes the Department's Search and Rescue to search for missing children, lost persons, wanted subjects, and escapees.
- b. The horses are used to search open space and areas not amenable to mwhere motorized vehicles cannot enter.
- c. Search and Rescue supervisors shall make every attempt to contact the Open Space Section Lieutenant or the HMU Sergeant/Supervisor to request the use of horses in the open space areas or along the river for any type of search.
- d. The HMU shall make every attempt to work in concert with the Air Support Unit to maximize efficiency during search operations.

5. Traffic Control

- a. The HMU can assist in the movement and direction of traffic at major events.
 - i. This service shall only be conducted upon authorization of the Open Space Section Lieutenant or the HMU Sergeant/Supervisor.

6. Field Services Bureau (FSB) Assistance

- a. The HMU shall assist FSB with calls for service during mounted tactical operation plans.

7. Assistance for Other Agencies

- a. The HMU shall assist other agencies upon the approval and authority of the Open Space Section Lieutenant or their designee, the Special Operations Bureau Deputy Chief or designee.

8. Community, City-Sponsored, and Special Events

- a. Upon request, and with approval of the HMU Sergeant or their designee, the HMU may attend community, City-sponsored, and special events to project a positive, professional image of the Department.



B. Horse Mounted Unit On-Call Status

1. Sworn personnel assigned to the HMU may be placed in an on-call status for situations requiring an HMU response.
2. If HMU sworn personnel are placed in an on-call status, they shall be available by phone at all times and shall be compensated, consistent with the City of Albuquerque and Albuquerque Police Officers' Association Collective Bargaining Agreement.
3. The Open Space Section Lieutenant or HMU Sergeant/~~Supervisor~~ shall be contacted to authorize the use of the horses and place HMU personnel in an on-call status.

C. Use of the Bokken Baton and Rein Strikes

1. All use of force, including use of the Bokken baton, shall be consistent with SOP Use of Force-General and SOP Intermediate Weapon Systems.
2. In the event the use of the Bokken baton or rein strike is ~~necessitated~~necessary, HMU sworn personnel shall, if feasible, give verbal commands to individual(s) to stop their actions, consistent with SOP Intermediate Weapon Systems.
3. If compliance is not gained or if the situation requires an immediate response, the ~~HMU officer~~HMU officer~~rider~~ may employ the Bokken baton to stop the individual~~subject~~'s actions.
4. The strike areas for the Bokken baton are the same areas that have been approved for the expandable batons, consistent with SOP Intermediate Weapon Systems.
5. Once the situation is de-escalated, the HMU ~~Horse Mounted~~Sergeant/~~Supervisor~~ shall be immediately advised regarding deployment of the Bokken baton.
6. The HMU Sergeant/~~Supervisor~~ shall follow the current use of force reporting responsibilities, consistent with SOP Use of Force--Reporting by Department Personnel.

~~A.~~ 1-56-5 Sworn Personnel

1. ~~Commander~~Deputy Chief



The ~~Special Services Bureau Support Operations Bureau Commander Deputy Chief~~ will/shall have overall command of the ~~Horse Mounted Unit~~ HMU.

2. Lieutenant

The Open Space Section Lieutenant will/shall have on-scene command of the ~~Horse Mounted Unit~~ HMU.

3. ~~Horse Mounted Unit~~ Sergeant/Supervisor

4. The HMU ~~Horse Mounted~~ Sergeant/Supervisor will/shall directly supervise the HMU unit and will/shall be responsible to the Open Space Section Lieutenant. Due to the capabilities, limitations, and safety concerns of the horses, only the aforementioned supervisors will/shall direct the activities of the HMU ~~Horse Mounted Unit~~.

a. The HMU

5. b. Sergeant/Supervisor will/shall perform the following functions:

- a.i. Report directly to the ~~Horse Mounted~~ Open Space Section Lieutenant;:-
- b.ii. Shall ~~d~~ Develop tactical plans and maintain a ~~service request~~ log calendar of events;:-
- c.iii. Shall ~~a~~ Assign officers sworn personnel to horses according to compatibility of horse and rider;:-
- d.iv. Shall ~~a~~ Assign officers sworn personnel to areas and determine duty hours according to directions of the Open Space Section Lieutenant;:-
- e.v. Ensure that assigned officers sworn personnel are knowledgeable in the proper care of assigned horses and equipment;:-
- f.vi. Ensure that all assigned officers sworn personnel are capable of controlling the horses in accordance with proper legs aids and reining techniques;:-
- vii. Ensure sworn personnel can perform crowd control maneuvers and formations on horseback;
- g. Ensure that officers sworn personnel are properly trained in the following:
- viii. the proper, transporting, and Loading unloading of horses in the trailer;:-
- h.ix. ~~transporting~~, Ensure that sworn personnel are trained in the hitching and unhitching of the horse trailer;
 - i. ~~The proper hitching and unhitching of horse trailer~~
 - ii. ~~Crowd control maneuvers and formations on horseback~~
- i.x. Knowledge of the capabilities of the individual horses and the HMU unit;
- j.xi. The knowledge to take command of the HMU unit in an emergency situation;
- k.xii. Ensure the tack is in good repair and condition;:-
- l.xiii. Ensure the ~~unit~~ HMU has adequate supplies;:-
- m.xiv. Inspect horses for illness, lameness, and their ability to perform their expected duties;:-



- ~~n.~~ xv. Ensure that all horses are properly trained to do side passes, back, and turn on the fore/hind, and determine when the horse is ready for street work;:-
- ~~o.~~ xvi. Ensure that the police horses are not ridden by any person not authorized by the ~~section HMU S~~ Sergeant/Supervisor;:-
- ~~p.~~ xvii. Ensure horses are fed properly to maintain their health and weight according to the individual horse's needs;:-
- ~~q.~~ Ensure the horses are groomed before the tour duty;:-
- xviii.
- ~~r.~~ xix. Ensure the horses are shod properly according to their individual needs;:-
- ~~s.~~ xx. Be responsible for sworn personnel ~~officer~~ performance evaluations to include minimum performance measures and goals; ~~and.~~
- xxi. Be responsible for providing a the weekly activity ~~monthly~~ report to indicate the total number of services the HMU provided (e.g., crowd control, proactive patrols, community events, City-sponsored events, and special events); and.
- xxii. The HMU Sergeant/Supervisor shall make the ultimate determination as to whether or not a particular rider is suitable to be a collateral rider.
- ~~t.~~ This shall not be the subject of a grievance since functioning as a collateral rider is a secondary duty above and beyond their primary assignment.

6.4. ~~Horse Mounted Unit~~ Officers

~~The Unit HMU officer~~ HMU officer ~~rider~~ Officers will ~~shall~~ perform the following functions:

a.

- ~~a.~~ i. Report directly to the ~~Horse Mounted~~ HMU Sergeant/Supervisor;:-
- ~~b.~~ ii. Familiarize themselves with, and adhere to, the ~~Horse Mounted Unit~~ HMU Training Manual;:-
- ~~c.~~ iii. Properly groom and maintain horses;:-
- ~~d.~~ iv. Properly tack horses and care for the tack;:-
- ~~e.~~ v. Recognize health, injury, and shoeing needs of the HMU unit horses;:-
- ~~f.~~ vi. Ride and control their horse in both common and unpredictable ~~usual~~ situations;:-
- ~~g.~~ vii. Recognize abilities and shortcomings of individual horses;:-
- ~~h.~~ viii. Maintain the HMU unit horses to the proper degree of training needed for police work;
- ix. Maintain physical fitness and uniform standards ~~themselves~~;:-
- x. Ensure ~~horse and equipment are in~~ serviceable ~~exemplary~~ conditions at all times;:-



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~~j.~~xi. Load, transport, and unload horses;:-

xii. ~~Officers Sworn personnel m~~May correct a horse's undesired behavior but only to the degree required to achieve the objective;:-

k.1. ~~_____~~ -Excessive ~~and/or~~ unnecessary discipline, ~~as~~, determined by the ~~HMU unit Sergeant/Supervisor~~ or ~~T~~trainers;:- will shall not be tolerated and will shall be ~~means grounds~~ for removal from the ~~horse mounted unit~~HMU.

~~t.~~xiii. Due caution will shall be exercised when securing and leaving a horse unattended;:-

~~m.~~xiv. The officer will shall evaluate every situation, considering the safety of the public, the officer, and the horse;:-

~~n.~~xv. ~~Officers Sworn personnel~~ will shall not allow feeding of the horses by the public;:-

~~o.~~xvi. ~~HMU Unit officers sworn personnel~~ will shall familiarize themselves with all of the horses in the ~~HMU unit~~ and maintain proficiency in the control of all the horses;:-

xvii. The utilization of a mounting block or other raised platform is the preferred method of mounting; h. However, all ~~Unit HMU officer~~HMU ~~riders sworn personnel~~ and collateral riders must shall be able to mount from the ground without assistance. The inability to do so will shall be grounds for immediate removal from participating in that specific event, ~~and may be subject to removal from the unit.~~

~~p.~~xviii. All ~~Unit HMU officer~~HMU ~~riders sworn personnel~~ and collateral riders must shall be able to mount in full riot gear. The inability to do so will shall be grounds for immediate removal from participating in that specific event, ~~and may be subject to removal from the unit;:-~~

~~q.~~xix. ~~Unit HMU Officer~~HMU ~~riders sworn personnel~~ will shall ensure that unauthorized persons will shall not mount, ride, ~~feed~~, or train horses assigned to the ~~HMU unit~~;

~~r.~~xx. When training new and/or veteran horses, ~~officers sworn personnel~~ will shall train all horses alike in the event another ~~HMU unit officer rider officer~~ must shall ride an unfamiliar ~~different~~ horse;:-

~~s.~~xxi. As a requirement of the ~~HMU unit~~, ~~officers sworn personnel~~ must shall be will willing to ride any and all of the horses assigned to the ~~HMU unit~~ for either training purposes or duty ~~use~~;

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~~t.~~xxii. Due to liability and health concerns of both the officers sworn personnel and horse, there will shall be no off-duty riding of police horses, unless otherwise directed by the ~~HMU orse Mounted Sergeant/Supervisor~~;:- and

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~~xxiii.~~ Shall Mmaintain a duty/training log, including rider, mount, and type of event or training.



5. Collateral Rider

- ~~—The collateral rider supplements personnel levels in the HMU, while providing interested sworn personnel the opportunity to learn equitation, equine care, and mounted police tactics.~~
- a. ~~In order~~ To be accepted as a collateral rider, the below following minimum qualifications must shall be met by all riders:
 - i. Sworn personnel must shall be off probation or have HMU Sergeant/Supervisor authorization if still on probation;
 - ii. Sworn personnel must shall be in good standing with the Department;
 - iii. Sworn personnel must shall be in an on-duty status when attending training or an event, such as including, but not limited to, adjusted, compensatory time or overtime;
 - b. Collateral riders shall not wear the HMU patch until they successfully complete the HMU -riding test and are authorized by the Open Space Section Lieutenant or HMU Sergeant/Supervisor, consistent SOP Uniforms;
 - c. Sworn personnel must shall attend and successfully pass the Department Mounted Operations School.
 - d. Sworn personnel who work as a collateral rider shall also be required to have forty (40) hours of evaluation on equitation, to include training and events. This shall enable the Open Space Section Lieutenant, and the HMU Sergeant/Supervisor to evaluate the rider's horsemanship knowledge, skills, and abilities to ensure they meet HMU standards, before being accepted into the program.
 - e. The collateral rider shall only utilize horses owned and trained by the HMU.
 - f. The collateral rider shall utilize tack provided by HMU.
 - g. Once the training is completed, collateral riders shall attend a minimum of eight (8) hours of training per month in order to maintain proficiency. Failure to maintain this training shall result in the removal of e that the collateral rider from the rotation for that month.
 - h. Collateral riders shall be utilized "as needed" in the event there is an ERT callout on an "as needed" basis.
 - i. Overtime or comp time for special events shall be approved by the HMU Sergeant/Supervisor.
 - j. Collateral riders shall be required to pass the annual HMU riding proficiency test that is typically conducted in April in April.
 - k. Collateral riders should look within their own area commands to utilize the HMU for tactical plan operations and submit the plan to their direct supervisor and HMU Sergeant/Supervisor for approval. The collateral rider shall participate in this operation.
 - ~~a. The HMU Sergeant/Supervisor shall make the ultimate determination as to whether or not a particular rider is suitable to be a collateral rider.~~
 - ~~—This shall not be the subject of a grievance since functioning as a collateral rider is a secondary duty above and beyond their primary assignment.~~
 - l. Collateral riders generally should not be on call for any other unit. Exceptions to this requirement This shall be at the discretion of the HMU Sergeant/Supervisor and Open Space Section Lieutenant.



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- m. Collateral riders shall adhere to the same responsibilities as described above (paragraph 4) for HMU sworn personnel.
- n. Collateral riders generally shall not use horses without the HMU Sergeant/~~Supervisor~~ or a full-time ~~HMU officer~~HMU officer~~rider~~ present; however, the HMU Sergeant/~~Supervisor~~ may authorize exceptions.
- o. Collateral riders shall not be on HMU property without prior authorization from the HMU Sergeant/~~Supervisor~~.
- u. —

N/A

1-56-6 Horse Mounted Operations Riding School

- A. Sworn personnel shall complete the Horse Mounted Operations Riding School, and shall pass the riding exam.
- B. Horse Mounted Operations Riding School shall include, but is not limited to:
 - 1. Basic riding;
 - 2. Proper seat;
 - 3. Proper use of hands;
 - 4. Proper use of leg cues;
 - 5. Ability to complete all of the standard patterns and obstacles utilized by HMU;
 - 6. Truck and trailering course;
 - 7. Duress training;
 - 8. Tactics and officer safety from the mount;
 - 9. Mounted firearms qualification; and
 - 10. Use of Bokken baton techniques.
- C. Once sworn personnel have completed the Horse Mounted Operations Riding School, there shall be an on-the-job-training (OJT) period consisting of a period of six months.
 - 1. The OJT period shall consist of a minimum of twelve (12) events/patrols with a minimum of 4 hours per ride.



2. ~~Sworn personnel shall complete a minimum of twenty four (24) events per calendar year starting January 1st st; and maintain their minimum monthly training requirement. Failure to participate in the minimum amount of events shall result in removal from the program.~~ HMU personnel shall complete at least two events a month, one of which shall be the minimum monthly training requirement. Failure to participate in the minimum amount of events shall result in removal from the program.

1-56-7 Training

A. Trainer and Assistant Trainer

1. An HMU Trainer ~~completes~~ shall complete the minimum education requirements set forth by a nationally recognized Mounted Patrol Instructor program ~~in order to become familiar with all areas of the equestrian profession.~~
2. The HMU Trainer shall:
- a. Train both riders and mounts in the different techniques used by HMU;
 - b. Be knowledgeable and have experience in training new mounts and remedial training of existing mounts; and
 - c. ~~Be able to~~ Successfully mount and ride all HMU horses through the testing qualifications ~~successfully.~~
 - i. Each mount shall be ridden through the testing qualifications by the Trainers and the Assistant Trainer annually. This assures that when officer testing occurs, all mounts have successfully passed testing prior to the sworn personnel testing.

- B. ~~Consistent with SOP Emergency Response Team,~~ HMU personnel shall participate in the ERT major exercise, which consists of team building events. This training shall ~~will~~ be conducted a minimum of once per year for all members of ERT and the HMU, consistent with SOP Emergency Response Team (ERT).

1-56-8 Annual Riding Testing

- A. All HMU sworn personnel and collateral riders take the annual riding testing conducted in April to ensure minimum standards and skills are maintained throughout the HMU.
- B. A minimum of one reviewer and/or the HMU Sergeant/~~Supervisor~~ are present during the test.
- C. If during the test, sworn personnel cannot perform a portion of the test, they shall be given ~~on-the-spot~~ remedial training and afforded two additional ~~tries~~ attempts to perform the task. If the ~~HMU officer~~ HMU officer ~~rider~~ fails to complete the task, testing shall end for the day.



D. For each portion of the test, the HMU sworn personnel are given the initial attempt and ~~on-the-spot~~ remedial training after each failed attempt for a total of three (3) attempts for both the left and right side of the horse.

E. If an issue with the horse occurs during the testing, the Trainer shall attempt the portion of the test during which the issue occurred ~~in-order~~ to determine if the failure~~it~~ is a rider error or horse issue.

1. If the Trainer determines the testing issue is related to the horse, the rider may select a different horse to complete testing.

— If the Trainer determines the testing issue is not related to the horse, and the rider has three unsuccessful attempts for the portion of the test, the rider shall be placed in inactive status.

2. Riders shall have one attempt to retest within ninety (90) days. Riders who fail to pass the test within ninety (90) days shall be immediately removed from the HMU.

F. HMU sworn personnel who are unsuccessful after the three attempts for that portion of ~~n~~ the test~~a~~ ~~task~~ are placed in an inactive status.

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G. HMU sworn personnel ~~who have been placed~~ in an inactive status shall not deploy on patrol or call-outs ~~until the rider testing has been successfully passed.~~

N/A

H. Sworn personnel who do not pass the test shall have ninety (90) days to re-test and pass.

I. Riders who fail to pass the test within ninety (90) days shall be immediately removed from the HMU.

J. All annual testing records are kept by the Open Space Section Lieutenant or ~~their~~ designee.

1-56-9 Uniform and Equipment

A. Uniform

1. HMU sworn personnel ~~must~~ shall purchase the following as part of their HMU uniform:

a. Department-approved HMU uniform polo, as defined in SOP Uniforms;

b. Black uniform shirt;

c. Black wrangler pants (plain);

d. Black felt western hat, straw cowboy hat, and baseball hat with the Department-approved patch or the HMU patch. Cowboy hats ~~must~~ shall be approved by the HMU Sergeant/~~Supervisor~~, prior to use.



- e. Solid black cowboy boots with heel and spur platform. Smooth sole is preferred;
 - f. Spurs;
 - g. Hard-shell gloves. The gloves shall be issued and/or approved by the HMU Sergeant/~~Supervisor~~. Because hands are essential for control of the horse and for the safety of the rider and civilians during ERT activations, hard-shell gloves are only to be worn in conjunction with full riot gear.
2. Collateral riders ~~must~~ shall be willing to purchase necessary riding gear, as well as a summer and winter uniform to match HMU sworn personnel;
3. Cross Swords Pin
- a. The HMU Cross Swords pin shall consist of the double swords with a horse head emblem in the center with the letters "APD" hanging underneath.
 - b. The pin shall be awarded to permanent HMU sworn personnel after a period of one (1) year of service or when deemed appropriate by the HMU Sergeant/~~Supervisor~~.
 - c. To qualify for the Cross Swords pin, ~~S~~sworn personnel ~~must~~ shall have:
 - i. Passed the annual riding test to ride;
 - ii. Attended all associated events;
 - iii. Participated in day-to-day activities, field patrol, riots/protests; and
 - iv. Participated in a full Albuquerque International Balloon Fiesta annual event, New Mexico State Fair annual event, Gathering of the Nations Pow Wow, and the City of Albuquerque's Freedom Fourth and Twinkle Light Parade.
 - d. The HMU Cross Swords pin shall be awarded to collateral riders when the following activities are achieved which ~~stipulations are meant that would equal to one year of work as a full time rider:~~
 - i. Complete a two-week temporary duty (TDY) with the HMU, which may be consecutive or non-consecutive. ~~that, this does not need to be two a consecutive weeks two week TDY.~~
 - ii. Complete five HMU tactical plans ~~utilizing the horses~~ within the officer's area command.
 - iii. Fully complete the following annual events: ~~including~~ the Albuquerque International ~~Albuquerque~~ Balloon Fiesta, New Mexico State Fair, Gathering of the Nations Pow Wow, and the City of Albuquerque's Freedom Fourth and Twinkle Light Parade.
 - iv. Complete at least 150 events, including ~~-This number includes-~~ the above-mentioned events and other annual events ~~what normally is~~ expected of a permanent rider ~~each year.~~
 - v. ~~Must~~ Shall have documented one-thousand fifty (1,050) ~~hours of~~ saddle hours.
 - vi. Complete ten (10) days of the Department's Christmas Holiday Tactical Plan, ~~when available.~~
 - vii. ~~Must~~ Shall ~~keep current~~ complete minimum monthly training hours and have passed the annual riding testing.



- viii. ~~Must~~ Shall have completed and successfully passed the Mounted Operations School.
- ix. Maintain updated HMU Activity Logs to track hours and events as found in the HMU's SharePoint site.
- e. There is no time limit to complete the above requirements although it is preferred that all ~~requirements~~ requirements ~~to~~ be completed within the first two (2) years of being a collateral rider.

4. Patch

- a. Upon completion of Horse Mounted Operations Riding School, the HMU Sergeant/~~Supervisor~~ shall ~~have the discretion to~~ issue the HMU patch to ~~individual~~ sworn personnel.
- b. Sworn personnel shall only ~~to~~ wear ~~only~~ the HMU patch while associated with the HMU. The Department Field Services Bureau (FSB) badge and hat badge shall be utilized with the HMU uniform.

5. Badge

- a. The HMU badge is a round five-point gold and silver star with the designation of "Albuquerque Police Department" across the top and "Horse Mounted Unit" across the bottom.
- b. The City seal is centered on the badge.
- c. This badge shall only be worn during HMU functions with the HMU uniform.
- d. Upon completion of Mounted Operations School, two (2) years of² consistent service as a collateral rider, completing at least one full Albuquerque International Balloon Fiesta, one New Mexico State Fair event, plus various events throughout the year, the unit supervisors can, at their discretion, authorize and issue the round five star HMU badge and hat badge to be worn by a collateral rider.
- e. The badges shall only be worn while performing the duties and activities associated with the ~~Horse Mounted Unit~~ HMU.
- f. At no time shall this badge be worn while on regular duty assignment.

B. Equipment

1. The following HMU equipment is provided by the Department:

- a. Horse trailer;
- b. Grooming box;
- c. Horse reflective equipment;
- d. Tack, including bridle, saddle bags, w~~W~~estern saddle, halters, saddle pads, lead ropes, and reins;
- e. Four-wheel drive trucks;
- f. Bokken baton;
- g. Hoof picks;
- h. Horse riot face shields;



- i. Mounted officer riot helmet with face shields;
- j. Tactical vest for call-outs;
- k. Lobster legs;
- l. Padded chest protectors;
- m. Tactical earpieces for Department radios; and
- n. Ballistic plate carriers with lightweight rifle plates.

2. The following equipment, not provided at Department expense, is recommended but not required~~HMU has determined that the following equipment is advisable sworn personnel but shall will not be provided at Department expense. Therefore, sworn personnel are not may be asked but are not required to purchase this e~~
following equipment:

- a. Black duster (water-proof, is preferred);
- b. Up-graded spurs, which must shall be approved by the HMU Sergeant/Supervisor;
- c. Chaps;
- d. Yellow slicker; and
- e. Waterproof hat cover.

~~v. Horse Mounted Unit Rules and Responsibilities~~

~~b. The duties of the Horse Mounted Unit can be divided into two primary functions; crime prevention and public relations/ community outreach. Any other function as deemed necessary by the Open Space Lieutenant or Horse Mounted Sergeant as it relates to the mission of the Section.~~

~~1. Crime Prevention~~

~~a. Horse Mounted Unit officers will conduct crime prevention initiatives in uniform while on horseback in high crime areas. The Horse Mounted Unit is a citywide unit and will assist Field Services and any other specialized unit in effectively controlling crime in all area commands, open space areas and the Bosque. Area Commanders and/or Watch Commanders should contact the Open Space Section Lieutenant or the Horse Mounted Sergeant to request the use of the horses within their respective area command~~

~~2. Public Relations and Community Outreach~~

~~a. The Horse Mounted Unit is an effective tool to present a positive, professional image of the Albuquerque Police Department. The Horse Mounted Unit will attend static demos and special events to provide a positive image of the Albuquerque Police Department.~~

~~3. Crowd Control~~



SOP 1-56 (Currently 6-12)

OPA Draft 10/21/2020

~~a. The Horse Mounted Unit is used for crowd control in civil disturbances, parades, marches, demonstrations, visits of dignitaries and any other events such as the State Fair and Balloon Fiesta where crowd control is necessary.~~

~~4. Searches~~

~~a. The Horse Mounted Unit will assist Field Services, or any other unit within the department, which includes APD Search and Rescue to search for missing children, lost persons, wanted subjects, and escapees. The horses are especially effective in searching wide open areas and areas where motorized vehicles cannot enter. Open Space and Search and Rescue supervisors should make every attempt to contact the Open Space Section Lieutenant or the Horse Mounted Sergeant to request the use of horses in the open space areas or along the river for any type of search. The Horse Mounted Unit will make every attempt to work in concert with the Air Support Unit to maximize efficiency in these types of situations.~~

~~5. Traffic Control~~

~~a. The Horse Mounted Unit can assist in the movement and direction of traffic at major events. This service will only be conducted upon authorization of the Open Space Section Lieutenant or the Horse Mounted Sergeant.~~

~~6. Assist Field Services Bureau~~

~~a. The Horse Mounted Unit will assist Field Services Bureau with calls for service during Mounted Tactical Operation Plans.~~

~~7. Assisting Other Agencies~~

~~a. The Horse Mounted Unit will assist other agencies upon the approval and authority of the Open Space Division Special Services Bureau Commander, or his/her designee.~~

~~8. Static Demos and Special Events~~

~~a. The Horse Mounted Unit will attend static demos and special events to provide a positive image of the Albuquerque Police Department.~~

~~G. _____~~

~~D. **1-59-10 Breed, Selection, and Disposition of Horses**~~

~~A. HMU shall use gelded, male draft horses or draft cross breeds due to their suitability as the breeds of horses that are suitable for for the rigors of police work. Based on experience of the Unit Officers, it has been determined that draft type horses are better suited for the rigors of police work. The Horse Mounted Unit will continue using draft horses or draft cross breeds~~



1. The Support Operations Bureau Commander or Open Space Lieutenant, on a case-by-case basis, may authorize another breed of horse.

B. HMU horses ~~The minimum size for any horse considered to be used in the HMU must~~ shall be a minimum of sixteen (16) hands in measurement.

~~The Special Services Bureau Commander or Open Space Lieutenant, on a case-by-case basis, may authorize another breed of horse.~~ Purchasing of Horses

~~The Department's Fiscal Management Division purchases horses sold by the City's vendor and through a purchase order.~~

~~1.~~

C. Donation of Horses ~~to the Unit~~

~~2.~~

1. ~~The Horse Mounted Unit~~ HMU can accept a horse from a private source upon authorization of the ~~Special Services Bureau~~ Support Operations Bureau Commander or Open Space Section Lieutenant. The horse ~~will~~ shall be taken and evaluated for a minimum of ~~nintey~~ ninety (90) days (by ~~the HMU~~ APD Mounted Unit ~~T~~ Trainer and ~~u~~ Unit sworn personnel ~~Members~~) for potential duty use. This includes, but is not limited to:

a. ~~P~~ physical well-being;

b. ~~D~~ demeanor; and

c. ~~E~~ estimation in time required to train the horse for police work, as well as a check-up with the Department's contracted veterinarian ~~check.~~

~~a.2.~~ During the evaluation period, ~~t~~ The donated horse's care, ~~during the evaluation period,~~ will ~~shall~~ be funded under the current stable contract, ~~provided~~ ing that such care ~~it~~ does not require result in an ~~an~~ additional expense ~~based on the current contract parameters.~~

3. ~~If,~~ d During the evaluation period, if it is determined the horse is not compatible with police work, it shall be returned to the ~~original owner~~ donor.

4. ~~If the horse is~~ has been accepted for use by ~~determined to be an asset to the~~ HMU ~~unit,~~ the ~~Horse Mounted Sergeant~~ HMU Sergeant/Supervisor ~~will~~ shall have the ~~private citizen~~ donor read and sign the ~~proper~~ f ~~Form(s)~~ Donated Horse Agreement to indicate the horse ~~will~~ shall be retained as a donation to the ~~Horse Mounted Unit~~ HMU. The horse's name ~~will~~ shall be added to the HMU ~~unit~~ inventory. A copy of this form(s) ~~will~~ shall be given to the ~~citizen~~ donor and one ~~will~~ shall be kept on file. ~~If, during the evaluation period, it is determined the horse is not compatible with police work, it will~~ shall be returned to the original owner.

~~b.~~



D. Retiring of Horses

~~3.~~

- ~~1.~~ Upon recommendation of the contracted unit veterinarian and/or HMU Trainer, the ~~Special Services Bureau Support~~ Special Operations Bureau Commander and/or Lieutenant ~~will~~ shall make the determination to retire an ~~an~~ police-HMU horse. ~~The City Rules and Regulations will be adhered to and any decision regarding this situation will not be subject to grievance for any reason.~~
- ~~2.~~ The HMU Sergeant shall obtain a completed, signed ~~The recipient of the retired HMU horse shall sign~~ Form Horse Release Agreement from the recipient of the HMU retired horse in the presence of the HMU Sergeant/Supervisor and a witness. The HMU Sergeant or designee shall ensure that the recipient has adequate space and shelter for the HMU retired horse.
- ~~a.~~ The HMU retains the agreement for a minimum of ten (10) years from the date the agreement was executed.

E. ~~Horse Mounted Unit On-Call Status~~

- ~~1.~~ ~~The officers assigned to the Horse Mounted Unit may be placed in on-call status for situations requiring a horse response. If the officer(s) of the Horse Mounted Unit should be placed in an on-call status they will be available by phone at all times and will be compensated per APOA contract. The Horse Mounted Lieutenant or Sergeant will be contacted to authorize the use of the horses.~~

F. ~~Horse Mounted Unit Training~~

~~1.~~ ~~Trainer and Assistant Trainer~~

- ~~a.~~ ~~A HMU trainer is a horse professional. The trainer must shall be familiar with all areas of the equestrian profession. HMU trainers should be certified by an outside entity as a Police Mounted Instructor. Due to the specific nature of the Mounted Unit, the HMU trainer and assistant trainer should be fully commissioned and sworn officers. The HMU trainers will be responsible for training both riders and mounts in the different techniques used by the unit. They must shall be knowledgeable and have experience in training new mounts, as well as be able to remedially train existing Mounts. The trainers must shall be able to mount and ride all department horses through the testing qualifications successfully. Each mount will be ridden through the testing qualifications by the trainers and the assistant trainer annually. This assures that when officer testing occurs, all mounts have successfully passed prior to the officers testing. HMU trainers should be certified by an outside entity as a Police Mounted Instructor.~~

~~2.~~ ~~Weekly Syllabus of Training Posted~~



~~a. A syllabus of all weekly training will be put out a minimum of two days in advance of the scheduled training date. Distribution will be in email format to all HMU officer HMU riders and collateral riders.~~

~~G. Use of the Bokken Baton~~

~~1. Due to the height and position of the mounted rider, normal collapsible ASPs would not be effective as an intermediate use of force tool. It is imperative that the rider be able to maintain control of his mount for the protection and safety of the Officer, Citizens, and offender. The Bokken was adopted as the primary intermediate use of force tool for mounted unit. The Bokken is a 48" tool that is easily manipulated with one hand. The length gives the rider the ability to dislodge subjects who have grasped the reins and or halter of the mount. All level II riders will be trained in the use of the Bokken. The strike areas for the Bokken are the same areas that have been approved for the ASP.~~

~~2. Officers Responsibilities~~

~~a. In the event the use of the Bokken is necessitated, the Horse Mounted officer will, if feasible, give verbal commands to the suspect(s) to stop their actions. If immediate compliance is not gained or if the situation requires an immediate response, the Horse Mounted Officer may employ the Bokken to stop the subject's actions. ~~If immediate compliance is not gained or if the situation requires an immediate response, the Horse Mounted Officer may employ the Bokken to stop the subject's actions.~~ The striking areas for the Bokken will be the same as for the ASP. Officers will use the Bokken techniques that are taught during the Horse Mounted Level two riding class. Once the situation is de-escalated, the Horse Mounted Sergeant will be immediately advised regarding deployment of the Bokken.~~

~~3. Supervisors Responsibilities~~

~~a. The supervisor will follow the current Use of Force reporting responsibilities—as outlined in SOP 2-54.~~

~~H. Horse Mounted Unit Equipment~~

~~1. Equipment provided by the department:~~

- ~~a. Horse trailer~~
- ~~b. Bridle~~
- ~~c. Saddle bags~~
- ~~d. Western saddle~~
- ~~e. Halters~~
- ~~f. Saddle pads~~
- ~~g. Grooming box~~
- ~~h. Horse reflective equipment~~
- ~~i. Bit (tack)~~



- ~~j. Lead ropes~~
- ~~k. Four-wheel drive trucks~~
- ~~l. Bokken baten~~
- ~~m. Hoof picks~~
- ~~n. Horse riot face shields~~
- ~~o. Mounted officer riot helmet with face shields~~
- ~~p. Tactical vest for call-outs~~
- ~~q. Lobster legs~~
- ~~r. Padded chest protectors~~
- ~~s. Tactical earpieces for department radios~~
- ~~t. Ballistic plate carriers~~

~~2. Equipment officers must shall buy:~~

- ~~a. Horse mounted uniform~~
- ~~b. Black uniform shirt~~
- ~~c. Black wrangler pants (plain)~~
- ~~d. Black western hat~~
- ~~e. Black western style boots that must shall have riding sole and heel~~
- ~~f. Spurs~~

~~3. Equipment officers may buy:~~

- ~~i. Black duster (Water proof, is preferred;) if desired)~~
 - ~~a. Up-graded spurs which must shall be approved by the HMU Sergeant~~
 - ~~b. Chaps~~
 - ~~c. Yellow slicker~~
 - ~~d. Water proof hat cover~~
 - ~~e. Hard shell protection gloves black leather slicker/duster~~
 - ~~f. Hard shelled gloves will be only those issued and/or approved by the HMU unit supervisor. Because hands are essential for control of the horse and for the safety of the rider and civilians during ERT activations, hard shell gloves are only to be worn in conjunction with full riot gear. The guidelines set forth by the ERT Lieutenant for ERT members shall be adhered to at all times when hard shell gloves are worn for ERT type call-outs.~~

~~l. Horse Mounted Unit Testing~~

- ~~1. All HMU officer HMU riders and collateral riders will take an annual riding testing. Testing will be conducted in April. This will be done to ensure the standards and skills are maintained throughout the unit. There will be a minimum of two reviewers for the test and witnessed by the unit supervisor. All records of the annual testing will be kept by the Open Space Lieutenant. The same standards will be met when taking the Level I or Level II riding test. Officers who do not pass testing, will have 90 days to re-test and pass. Riders who fail to pass the test within 90 days will be immediately removed from the unit or collateral program.~~



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~~J. Horse Mounted Unit Uniforms and Patch~~

~~—~~

~~1. Cross Swords~~

~~—~~

- ~~a. The Unit Cross Swords shall consist of the double swords with a Horse Head Emblem in the Center with the letters "APD" hanging underneath.~~
- ~~b. The Unit Cross Swords shall be awarded only to permanent riders in the unit after a period of one year of service when deemed appropriate by the unit supervisor. Officers ~~must~~shall have been certified to ride full time, attended all associated events, day to day activities, field patrol, and participated in a full Balloon Fiesta and State Fair.~~

~~—~~

~~2. Unit Patch and Badge~~

~~—~~

- ~~a. The HMU Unit Badge is a round five point gold and silver star with the designation of Albuquerque Police Department across the top, Horse Mounted Unit across the bottom. The city seal is centered in the badge. This badge will only be worn during HMU functions with the HMU uniform.~~
- ~~b. Unit Patch: Upon completion of the Level 1 Collateral Rider Program, the HMU Supervisor shall have the discretion to issue the HMU Patch to individual Officers to wear only while associated with the Horse Mounted Unit, and collateral program. The APD field services badge and hat badge will be utilized with the HMU uniform. Level 2 riders will adhere to the same provisions as level 1 in regard to wearing of the HMU unit patch.~~
- ~~c. Unit Badge: Upon completion of the Level 2 Collateral Rider Program, 2 years' consistent service in the collateral rider program, completing at least one full Balloon Fiesta, one State Fair, plus various events throughout the year, the Unit Supervisors can, at his/her discretion, authorize and issue the Round Five Star HMU Badge and Hat Badge to be worn by a collateral rider. The badges will only be worn while performing the duties and activities associated with the Horse Mounted Unit. At no time will this badge be worn while on their regular duty assignment.~~

~~—~~

~~K. Horse Mounted Unit Collateral Rider Program~~

~~—~~

- ~~1. The purpose of the Collateral Rider Program is to supplement the personnel levels in the Mounted Unit. Additionally, this program affords interested APD officers the opportunity to learn equitation, equine care, and mounted police tactics. In order to be accepted into the Collateral Rider Program, the below minimum qualifications ~~must~~shall be met by all riders:~~

~~—~~

- ~~a. Officers ~~must~~shall be off probation.~~
- ~~b. Officers ~~must~~shall be in good standing with the department.~~
- ~~c. Officers ~~must~~shall be on some type of duty status when attending training or an event, such as but not limited to, adjusted, comp time or overtime.~~
- ~~d. Officers ~~must~~shall be willing to purchase necessary riding gear as well as a summer and winter uniform to match the rest of the HMU officer HMU riders.~~



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- ~~e. Collateral Riders will not wear the HMU Unit Patch until they successfully complete the HMU (Level I) Riding Test and are authorized by the Section Lieutenant or Horse Mounted Sergeant.~~
- ~~f. Officers must shall attend and successfully pass the APD Basic Mounted School (Level I)~~
- ~~g. Officers in the Collateral Rider Program will also be required to have forty (40) hours of evaluation, to include training and events. This will enable the Section Lieutenant, and the Horse Mounted Sergeant to evaluate the rider's horsemanship knowledge, skills, and abilities, ensuring they meet APD HMU standards, before being accepted into the program.~~
- ~~h. The Collateral Rider Program will utilize horses owned and trained by APD HMU.~~
- ~~i. The Collateral Rider Program will utilize tack provided by the APD HMU.~~
- ~~j. Once the training is completed, Collateral Riders will attend a minimum of 8 (eight) hours of training per month in order to maintain proficiency. Failure to maintain this training will remove that Collateral Rider from the rotation for that month.~~
- ~~k. Collateral Riders will be utilized in the event there is an ERT callout on an "as needed" basis.~~
- ~~l. Overtime or comp time for special events will be approved by the HMU Sergeant.~~
- ~~m. Collateral Riders will be required to pass the HMU Level II Riding Proficiency Test annually, conducted in April.~~
- ~~n. Collateral Riders should look within their own area commands to utilize the HMU for tact plan operations and submit the plan to their Section Lieutenant and HMU Sergeant for approval. The Collateral Rider will participate in this operation.~~
- ~~o. The Horse Mounted Sergeant will make the ultimate determination whether or not a particular rider is suitable for the Collateral Rider Program. This will not be grievable since the Collateral Program is a secondary duty above and beyond their primary assignment.~~
- ~~p. Collateral Riders will be classified as Level I and Level II.~~
- ~~q. Collateral Riders should not be on call for any other unit. This will be at the discretion of the HMU Sergeant and Lieutenant.~~

~~2. Level I Riders~~

~~Level I riding school will include, but is not limited to:~~

- ~~a. Basic riding~~
- ~~b. Proper seat~~
- ~~c. Proper use of hands~~
- ~~d. Proper use of leg cues~~
- ~~e. Ability to complete all of the standard patters and obstacles utilized by the mounted unit~~
- ~~f. Truck and trailering course~~
- ~~g. Will be utilized only at low stress static events.~~
- ~~h. Must Shall have completed and passed the Level I basic rider class.~~
- ~~i. Will not be utilized unless an experienced permanent Mounted Officer can be present.~~



~~j. Once a Rider has passed the Level 1 training program, the riders are required to complete 12 Level 1 events/patrols per calendar year starting January 1st, and maintain their minimum monthly training requirement. Failure to participate in the minimum amount of events will result in removal from the program.~~

~~3. Level II Riders~~

~~Level II riding school will include, but not limited to:~~

~~a. Duress training~~

~~b. Tactics and officer safety from the mount~~

~~c. Mounted firearms qualification~~

~~d. Once a rider has passed the Level 2 training program there will be an OJT period consisting of a period of six months. The OJT period will consist of a minimum of 12 events/patrols with a minimum of 4 hours per ride.~~

~~e. Level 2 riders shall complete a minimum of 24 events per calendar year starting January 1st; 18 will be Level 2 events/patrols, and maintain their minimum monthly training requirement. Failure to participate in the minimum amount of events will result in removal from the program.~~

~~f. Can be utilized for patrol, search and rescue, and all other mounted unit duties.~~

~~g. 3. Must ~~Shall~~ have completed the Level II Mounted unit riding class, and passed the level II riding exam.~~