

ALBUQUERQUE POLICE DEPARTMENT
PROCEDURAL ORDERS



SOP 2-26

OPA DRAFT as of 8/13/18

2-26 LAW ENFORCEMENT CENTER EVACUATION PLAN

2-26-1 Policy

Department policy is to provide protection and safety for department employees. An emergency evacuation plan is therefore established for such protection and safety should an evacuation of the Law Enforcement Center become necessary.

2-26-2 Rules

A. Decision to Evacuate

1. If an emergency situation occurs in which evacuation of the Law Enforcement Center is required, the Chief of Police will confer with the duty chief of the Bernalillo County Sheriff's Department to determine what degree the Law Enforcement Center will be evacuated.

a. If an after hours evacuation is required, the on-duty Communications supervisors of each department will confer to determine if a total or partial evacuation is necessary.

b. If it is decided to evacuate the building, the Communications supervisor will notify the Chief of Police or designee as to the circumstances.

B. Evacuation

1. The Chief of Police or designee will direct the communication of warnings within the building.

a. This will be accomplished by notifying the chief floor wardens of the Bernalillo County Sheriff's Department and the Albuquerque Police Department who will implement the Emergency Building Evacuation Plan.

b. The Chief of Police or designee will advise the floor wardens whether a complete or partial evacuation is required. In the event of a partial evacuation, the Chief or designee will specify the extent of the evacuation.

c. Evacuation of the building will be made at the direction of the floor wardens, utilizing the guidelines contained in the "Emergency Building Evacuation Plan".

d. Personnel evacuating from the basement will avoid using the elevators or the tunnel to City Hall unless instructed to do otherwise.

e. Each supervisor or senior officer will ensure that all files and doors in their areas are locked, if possible.

C. Personnel Duties after Evacuation

1. After evacuation, all sworn personnel will report to the Chief of Police or designee on the south side of the building for assignments.



SOP 2-26

DRAFT FOR OPA (REMOVAL)

- a. The Chief will assign sworn personnel to building security or other duties as he/she may deem necessary.
- b. All other personnel will proceed to the Civic Plaza located east of City Hall and will remain there until advised by the Chief of Police or designated representative to do otherwise.

2-26: RESERVED FOR FUTURE USE

DRAFT



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Effective: 01/14/16 Review Due: 01/14/17 Replaces: 06/24/15

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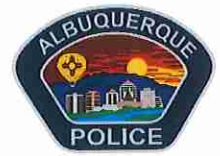
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Policy Development Form
Office of Policy Analysis



Name and Title: E. Frank Galanis (APD Safety Officer)

Phone:

Email: egalanis@cabq.gov

SOP: 2-26 law Enforcement Center Evacuation

Date Completed: 8/8/18

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

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

Policy due for review

Recommend that policy be removed from SOP because all evacuation plans are retained by APD Safety Officer per OSHA standards. No need to have duplicate of this in SOP.

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

N/A

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

N/A

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

N/A

Please submit this form to OPA@cabq.gov

If you need assistance completing this form, and for any questions or concerns please contact your SOP liaison @ adgarcia@cabq.gov.
Updated 06/20/2018