



2-35 EMERGENCY RESPONSE TEAM (ERT)

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

- 2-8 Use of On-Body Recording Devices (Formerly 1-39)
- 2-16 Reports (Formerly 1-05)
- 2-23 Use of Canine Unit (Formerly 2-45)
- 2-39 Field Services Bureau Response to Demonstrations, Incidents, and Events (Formerly 4-21)
- 2-52 Use of Force: General (Formerly Use of Force (Deadly Force, Non Deadly Force, Less Lethal Force) (Formerly 3-45)
- 2-53 Use of Force: Definitions (Formerly Electronic Control Weapon (ECW))
- 2-54 Intermediate Weapon Systems (Formerly Use of Force Reporting and Supervisory Force Investigation Requirements)
- 2-55 Use of Force: De-escalation (Formerly Use of Force Appendix)
- 2-56 Use of Force: Reporting by Department Personnel
- 2-57 Use of Force: Review and Investigation by Department Personnel
- 2-80 Arrests, Arrest Warrants, and Booking Procedures (Formerly 2-14)
- 2-82 Restraints and Transportation of Individuals (Formerly 2-19)
- 3-31 Physical Fitness Assessment (Formerly 3-83)

B. Form(s)

- Criminal Complaint
- PD 3111 Emergency Response Team Event/Incident Action Plan
- PD 3112 Emergency Response Team After-Action Report (AAR)
- PD 3114 Multi-Agency Review and Assessment
- PD 3115 Multi-Agency ERT SOP Assessment

C. Other Resource(s)

- NMSA 1978, § 30-20-3 Unlawful Assembly
- ROA 1994, § 2-9-1-1 Definitions
- ROA 1994, §§ 7-3-1 to 7-3-99 Albuquerque Free Expression and Parade Ordinance (AFEPO)
- U.S. Const. amend. I.
- U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA), Center for Domestic Preparedness Field Force Operations PER-200

D. Rescinded Special Order(s)

None



2-35-1 Purpose

The purpose of this policy is to establish the roles and responsibilities of the Albuquerque Police Department (Department) Emergency Response Team (ERT) for pre-planning, deployment, activation, and post-deployment to events, incidents, demonstrations, and civil emergencies. The ERT may be deployed to critical incidents that require scene security and other situations for which Field Services Bureau (FSB) personnel request ERT resources.

2-35-2 Policy

It is the policy of the Department for ERT sworn personnel to act as a mobile field force in response to requests for deployment to incidents, events, demonstrations, and civil emergencies. Furthermore, it is the policy of the Department to prohibit the use of Police Service Dogs (PSD) for crowd control, consistent with SOP Use of Canine Unit.

N/A 2-35-3 Definitions

A. Civil Emergency

An incident or event as defined by Albuquerque City Ordinance § 2-9-1-1. A civil emergency may include, but is not limited to, an unlawful assembly, riot, or natural disaster.

B. Critical Incident

A situation requiring swift, decisive action involving substantial resources in response to significant loss of life, significant injuries, or significant damage to property.

C. Crowd Control

Techniques used to address civil emergencies, to include deployment of crowd dispersal equipment and tactics and preparations for multiple arrests. Sworn personnel shall be prohibited from using Police Service Dogs (PSD) for crowd control, consistent with SOP Use of Canine Unit.

D. Crowd Management

Techniques used to manage demonstrations before, during, and after a civil emergency. These techniques shall involve pre-event planning and coordination, contact with group leaders, issuing permits when applicable, intelligence gathering, observational assessment of participants and community members, and training for Department personnel.

E. Debriefing



For the purpose of this policy, a “debriefing” means an open discussion among involved Department personnel that is conducted in a safe location immediately following the conclusion of an incident or event about the effectiveness of tactics, equipment, training, or supervision used during an incident or event, and any other concerns that may have been implicated during the incident or event. A debriefing is an opportunity for ERT sworn personnel to provide input on the outcomes of the incident or event.

F. Demonstration

A public assembly or gathering of community members primarily to engage in protected activities under the First Amendment of the United States Constitution, federal or state law, or City ordinances. A demonstration may include, but is not limited to, marches, protests, and other assemblies intended to attract attention. A demonstration may devolve into a civil emergency that may require law enforcement action.

G. Event

A demonstration or civil emergency of which the Department has prior knowledge.

H. Event Action Plan (EAP)

A plan that is written before an event that defines event objectives and reflects the tactics necessary to manage a demonstration.

I. High Alert Status

An ERT alert status that requires deployment to the identified staging area within thirty (30) minutes of notification. Normal on-call deployment is within sixty (60) minutes of notification.

J. Improvised Blocking Device

A device used by protestors that is designed intentionally to block roadways or entrances to public or private property, as well as to resist arrest.

K. Incident

A demonstration or civil emergency of which the Department has no prior knowledge.

L. Major Exercise

A practice ERT deployment that includes personnel from the Horse Mounted Unit (HMU) and Special Operations Division (SOD) and, if available, personnel from



other specialized units and partner agencies.

7 2-35-4 General Rules and Responsibilities

N/A A. Chain of Command

1. The ERT chain of command consists of:

- a. Chief of Police;
- b. Appropriate Bureau Chief;
- c. Operations Review Division Commander;
- d. Operations Review Section Lieutenant (ORL);
- e. ERT lieutenants;
- f. ERT sergeants, including the Operations Review Section Sergeant;
 - i. There shall be two (2) ERT sergeants per ERT Operational Team.
- g. Operations Review Section personnel who are assigned as the ERT officer in charge of training and property/supplies; and
- h. ERT officers.

6 2. Operations Review Section Lieutenant (ORL)

- a. The ORL holds the position of ERT Commander. The ORL shall:
 - i. Be responsible for the activation and deployment of ERT personnel;
 - ii. Be responsible for requesting the activation of other resources;
 - iii. Be responsible for saving, maintaining, and organizing all ERT historical data for easy retrieval. These data shall include:
 - 1. All photos, recordings, videos, reports, documents, and EAPs; and
 - 2. All After-Action Reports (AAR) on all ERT activations and cost analyses.
 - iv. Maintain all historical operational records, such as training, property, inspections, purchases, and rosters;
 - v. Be responsible for publishing the on-call schedule and ensuring that it is approved, distributed, and on file with the Emergency Communications Center (ECC);
 - vi. Assist the ERT Property/Supply Officer with purchases and expenditures for ERT sworn personnel and property;
 - vii. Ensure copies of ERT historical documentation are given to the ERT Sergeants to ensure proper documentation, communication, and situational awareness for the chain of command; and
 - viii. Forward all ERT SOP changes to partner agencies with the Multi-Agency ERT SOP Assessment Form attached.

3. Incident Commander (IC)

- a. The Chief of Police, an official, or a supervisor identified by the Chief of Police through the chain of command shall be the IC for incidents or events.



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- b. Only command-level personnel at the rank of lieutenant or above, preferably who are trained and/or knowledgeable in field force operations and planning, shall be designated as an IC.
 - c. Once established, incident command responsibility does not automatically pass from one supervisor or official to another simply by the appearance or arrival of a senior official or supervisor at the incident command post.
 - i. If the senior official or supervisor begins to give orders, incident command responsibility shall only pass upon verbal acceptance of that responsibility by the senior official or supervisor.
 - ii. Once the transfer occurs, the IC relinquishing command shall notify ECC of the change.
 - d. In order to prevent breakdown of command and control, only the IC and essential personnel shall be at the incident command post. All non-essential personnel, including executive staff, shall stage at locations away from the incident command post. The IC shall clearly establish the staging area during the planning stage and shall indicate this in the EAP.
4. The ERT Lieutenant shall be responsible for the activation and deployment of ERT personnel and for requesting the activation of other resources.

B. ERT Operational Teams

1. The ERT Operational Teams shall consist of five (5) teams comprised of two (2) sergeants and a maximum of sixteen (16) sworn personnel per team.
 - a. Blue Team;
 - b. Gold Team;
 - c. Red Team;
 - d. Silver Team; and
 - e. White Team.
2. ERT sworn personnel shall have a letter-number combination identifier on their uniform that is clearly visible.
 - a. The letter corresponds to the ERT Operational Team, such as B for blue, G for gold, etc.
 - b. The number is assigned according to the roster, such as B1, G1, etc.

C. ERT Sworn Personnel Minimum Qualifications

1. ERT sworn personnel, including officers, sergeants, and lieutenants, shall maintain the following requirements:
 - a. Be a sworn police officer at the rank of Patrolman First Class or above;
 - b. Be assigned to the ERT on a voluntary basis only;
 - c. Maintain proficiency with their assigned weapons and tools; and



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- i. The ERT training officer shall track these data based on the New Mexico Department of Public Safety (NMDPS) approved qualification.
- d. Meet and maintain a minimum overall physical fitness standard, consistent with Standard Operating Procedure (SOP) Physical Fitness Assessment. Based upon the Academy Division's physical fitness standards, these categories have been established by the ERT chain of command and are applicable to current ERT sworn personnel in the following manner:
 - i. ERT sworn personnel who fail to meet a physical fitness standard shall be allowed to retest within ninety (90) days;
 - ii. If ERT sworn personnel fail to meet those physical fitness standards within (90) days of the original test failure, they shall be dismissed from ERT; and
 - iii. ERT sworn personnel may appeal their dismissal through the ERT chain of command. The ERT chain of command's decision shall be final.
2. The Department may direct officers at the rank of Patrolman Second Class to supplement the ERT based on the needs of the Department.

D. Equipment and Property

1. The ERT Property/Supply Officer shall:

- a. Track and maintain current and historical records on all stored ERT property and ERT property that has been assigned to sworn personnel;
- b. Conduct annual inspections of all inventories. Report all findings of discrepancies to the ORL;
- c. Conduct quarterly audits of all ERT equipment issued to individual sworn personnel;
- d. Track use of ERT ammunition and order more ammunition as necessary. This includes:
 - i. Pistol and rifle practice ammunition;
 - ii. Less-lethal ammunitions; and
 - iii. Chemical munitions.
- e. Inform the ORL regarding the status of all property and supplies; and
- f. Report to and discuss any issues or problems with property and supplies with the ERT Lieutenant.

2. ERT sworn personnel shall:

- a. Maintain all ERT-assigned equipment;
- b. Report any shortage or loss of equipment to their ERT supervisors as soon as possible;
- c. Turn in any non-serviceable ERT-assigned equipment to the ERT Property/Supply Officer;
- d. Coordinate through the ERT Property/Supply Officer all property and supply issues, including equipment that has been turned in, replaced, and or issued for the first time; and



- 6 e. When they are removed from or leave the ERT, coordinate with the ERT Property/Supply Officer to turn in all ERT-assigned equipment within seven (7) days.

6 E. On-Call Responsibilities

1. ERT sworn personnel shall:

- a. While on primary or secondary on-call status, maintain all assigned ERT equipment, and the ERT uniform in their assigned police vehicles;
- b. Maintain a cell phone that shall be used for on-call notification;
- c. When called out, be present and accounted for in one (1) hour or less at the designated staging area;
- d. For a high alert status, respond in thirty (30) minutes or less to the designated staging area; and
- e. Attend ERT activations.
 - i. ERT sworn personnel who fail to attend ERT activations may be disciplined up to and including removal from the ERT.

2. The ERT Sergeant shall:

- a. Maintain a cell phone list and text-messaging group for activations;
- b. Place affected ERT Operational Team members on high alert when an activation is anticipated but not yet certain; and
- c. Ensure ERT Operational Team members acknowledge the activations via phone call, text messaging, or radio.

3. The ERT Lieutenant shall:

- a. When notified of an ERT request by a field supervisor or by ECC, determine whether deployment of specific resources is applicable and what assets should be used;
- b. Respond to incidents or events that require it;
- c. Respond to incidents or events when requested by the chain of command; and
- d. When it is determined that an ERT response is needed, contact the on-call ERT Sergeant. The ERT Lieutenant shall convey essential information to the ERT Sergeant for proper notification and deployment, including:
 - i. Type and nature of incident or event;
 - ii. Type and number of resources needed;
 - iii. Point of contact for the field/specialized unit Incident Commander (IC); and
 - iv. The designated staging area and approach route.
- e. When necessary, notify the Office of Emergency Management (OEM) that potential emergency circumstances have occurred.

7 2-35-5 Training and Practice



A. Training

1. ERT Officer

- a. Prior to being deployed to deal directly with crowd control, ERT sworn personnel shall receive twenty-four (24) hours of field force operations training, which shall include strategies for crowd management and crowd control.
 - i. ERT sworn personnel who are not trained in field force operations may function in a supportive role on activations.

N/A

2. ERT Training Officer

- a. The ERT Training Officer shall:
 - i. Track all training and practice conducted by the ERT;
 - ii. Maintain historical training records for all ERT sworn personnel and ERT Operational Teams. Records shall include:
 - 1. NMDPS firearm qualification scores;
 - 2. Department physical fitness assessment scores; and
 - 3. Department of Homeland Security classes that they attended.
 - iii. Ensure all ERT sworn personnel perform within and meet the required standards of the ERT;
 - 1. If sworn personnel perform below established minimum standards, the ERT Training Officer shall track and report all deficiencies to the ORL.
 - iv. Publish a yearly training calendar before each bid to ensure maximum participation and to reduce the impact on sworn personnel in the area commands;
 - v. Approve and maintain training files on mandated ERT training;
 - vi. Work with all ERT Sergeants to assign trainers and jointly identify training deficiencies as well as current and future needs; and
 - vii. Report on any training issues or concerns to the ORL.

- 3. All training events shall follow an approved lesson plan and include a roster of those who completed training.

B. Practice

- 1. All ERT sworn personnel shall devote a minimum of one (1) day per quarter to ERT practice.
- 2. The ERT major exercise shall include all ERT sworn personnel. The ERT major exercise shall be conducted a minimum of once per year and shall include HMU and SOD personnel and incorporate the responsibilities in this SOP.
- 3. When feasible, practice with partner agencies shall be conducted at least once per year.



a. Partner agencies may attend the ERT major exercise to satisfy this goal.

C. Requirements to Attend Training or Practice

1. ERT sworn personnel are required to attend training or practice on a quarterly basis.

a. ERT sworn personnel who fail to attend more than one (1) training or practice event within a calendar year without a valid excuse may be subject to removal from the ERT.

i. Valid excuses include, but are not limited to, Family Medical Leave Act (FMLA) leave, military leave, and other Department-mandated training.

7 2-35-6 Pre-Response

N/A A. Civil Emergency

ERT sworn personnel may be activated for a civil emergency, which has led to or may lead to a significant threat to property or human life.

B. Critical Incidents and Events

1. Only the Chief of Police or their designee may deploy ERT sworn personnel to critical incidents or events for purposes other than crowd control.

2. ERT sworn personnel may be called out to assist FSB personnel with critical incidents or events as needed. When ERT sworn personnel have been deployed, they shall relieve on-scene FSB personnel to allow them to return to their normal duties.

a. ERT sworn personnel shall not be used to supplement FSB resources to only take calls for service.

b. ERT sworn personnel shall not be deployed for active shooter situations or hostage situations that SOD personnel are managing, except for situations requiring crowd control duties.

i. ERT sworn personnel may respond if SOD personnel are not on-scene and the threat requires an immediate response.

C. Event

1. Pre-Event Planning

a. Under the direction of the Chief of Police, the ORL or a designated ERT Lieutenant shall be responsible for planning for events. In this capacity, the ORL or the designated ERT Lieutenant shall:



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- i. Coordinate all aspects of pre-event planning with affected stakeholders, units, and personnel;
- ii. Coordinate activities with other law enforcement agencies, as necessary;
- iii. Attempt to work with demonstration leaders before, during, and after the demonstration;
 1. The ORL or designated ERT Lieutenant shall make every effort to establish advanced contact with the event leaders and to gather information about the event to ensure accurate assignment of Department personnel and resources.
- iv. While in contact with the event leaders encourage the peaceful and lawful gathering of community members;
- v. Conduct a proper site assessment with any partnering agencies to identify possible hazards, issues of concern, and overall management prior to the event when feasible or as soon as possible for an event;
- vi. Encourage event leaders who are facilitating the event to gain necessary permits by referring them to the City of Albuquerque Arts and Culture Department;
- vii. Inform event leaders that the Department and City of Albuquerque may impose reasonable restrictions on the time and place of the event, as well as on the manner in which community members engage in their protected activities; and
 1. The Department shall place only those limitations and restrictions on demonstrations necessary to maintain public safety and order and, to the degree possible, to facilitate uninhibited commerce and freedom of movement for non-participants.
- viii. Gather at least the following necessary information:
 1. What type of event is planned;
 2. When is the event planned;
 3. What is the past history of conduct at such events and have the group leaders been cooperative with law enforcement;
 4. Will the event coincide with other large-scale events;
 5. Is opposition to the event expected;
 6. How many participants are expected;
 7. What are the assembly areas and movement routes;
 8. What actions, activities, or tactics are anticipated, including demonstrator blocking devices;
 9. What, if any, critical infrastructures are in the proximity of the event, such as schools, hospitals, or government facilities;
 10. Have other agencies, such as Albuquerque Fire and Rescue (AFR), Emergency Medical Services (EMS), OEM, and other nearby law enforcement agencies, been notified;
 11. Is there a need to request mutual aid;
 12. Will off-duty personnel be required; and
 13. Has ERT been notified of the situation and deployed as necessary to augment the capabilities of FSB personnel.



2. Pre-Event Preparation

a. The ORL shall:

- i. Determine minimum staffing for crowd management events;
 1. The ORL shall base staffing levels on the projected number of event participants and any pre-event intelligence indicating potential violence.
 2. The ORL shall develop contingency plans regarding staffing and tactics.
- ii. Apply training and past experience with such events and/or with the participants or organizers;
- iii. Ensure that all necessary personal protective equipment (PPE), weapons, and munitions equipment required for crowd control are available to the ERT Operational Teams when responding or deploying to incidents and events;
- iv. Only use ERT sworn personnel for dealing with crowd control. All hard post and traffic positions shall be assigned from other resources;
- v. Designate an arrest team; and
- vi. Notify the on-call Internal Affairs Force Division (IAFD) Lieutenant of the activation.
 1. The IAFD Lieutenant shall determine whom among IAFD personnel shall respond to the staging areas.

D. Event Action Plan (EAP)

1. Upon obtaining the necessary information, the ORL shall develop an EAP. The EAP shall be composed of the following elements:
 - a. Description of the nature of the event, along with its location and projected duration;
 - b. Identification of the IC;
 - c. The appropriate radio frequency to use;
 - d. Operational orders; and
 - e. Instructions for reporting.
2. The IC shall ensure that IAFD personnel are included as a required resource when drafting the EAP.
3. Once the EAP has been completed, the ORL shall:
 - a. When feasible, conduct an event briefing using the completed EAP with ERT command staff and commanders who supervise units or entities that support the ERT response before deployment and ensure personnel receive a copy of the EAP;
 - i. During a planned event, a briefing shall occur before the event.



- ii. During an incident, a briefing may occur when ERT is activated, but not yet deployed.
- b. When necessary, communicate each specialized unit's mission to that unit's supervisor;
- c. Retain ultimate responsibility for the decisions of ERT and specialized unit personnel. In order to fulfill this obligation, the ORL shall be available for on-scene consultation; and
- d. Ensure the Chief of Police or their designee reviews and signs the EAP.

E. Assistance by Other Specialized Units

1. The ORL shall determine which Department resources are needed. The ORL shall consider using the Department's specialized units based on operational needs. The ORL may consider using the following specialized units for assistance during an ERT response:
 - a. Air Support Unit personnel may provide additional intelligence;
 - b. Bicycle Patrol and Proactive Response Team (PRT) personnel may be used for incidents or events;
 - c. HMU personnel may be used for incidents or events;
 - i. When using HMU personnel for crowd control, HMU supervisors shall ensure their personnel are equipped with PPE prior to deployment.
 - d. Impact Team personnel may be used for mass arrests. The ORL shall request Impact Team personnel to respond to activations;
 - i. The Impact Team Lieutenant shall decide which detectives will respond.
 - e. Intelligence Unit personnel may be used for ongoing intelligence gathering and dissemination during the event;
 - f. IAFD;
 - i. IAFD personnel shall:
 1. Provide one (1) IAFD Detective per ERT Operational Team and specialized unit activated for an ERT deployment; and
 2. Investigate any use of force, including a Level 1 use of force, by Department personnel during an ERT deployment.
 - g. Prisoner Transport Unit (PTU) personnel may be needed for incidents or events where intelligence indicates civil disobedience or crowd violence may occur and mass arrests are possible;
 - h. Quick Reaction Force Team (QRFT) sworn personnel may be used to monitor the crowd and uniformly respond to any issues that might arise that do not warrant a full ERT deployment; and
 - i. SOD:
 - i. SOD personnel shall be available to assist in high-risk situations that require attention or apprehension of high-risk individuals.
 - ii. When response by SOD is required:
 1. The IC and SOD command staff shall coordinate their responses.
 2. The IC and SOD command staff shall communicate before any ERT deployment for incidents or events that require a response.



3. ERT supervisors shall direct ERT to maintain crowd control once SOD personnel are deployed.
 - iii. SOD command staff shall:
 1. Direct SOD personnel to respond to reports of shots fired within the crowd or when SOD command determines that sworn personnel are in immediate danger; and
 2. Direct SOD personnel to any in-progress destruction of large structures that may put the community members in danger.
 - iv. SOD personnel shall:
 1. Provide armored vehicles in the event of a rescue;
 2. Provide trained personnel to address armed individuals who are discharging firearms or participating in active shooter situations; and
 3. Provide a Crisis Negotiation Team (CNT) Negotiator for crowd control.
 - v. SOD personnel shall not be used as a supplement for crowd control.
2. The IC shall ensure that a well-established vehicle operations plan is available for use in traffic control efforts.

F. Multi-Agency Deployments

1. The IC shall:
 - a. Ensure that all agencies are included in the planning of all events that will require multi-agency cooperation or response. This shall include events where the agencies are only placed on stand-by to assist;
 - b. Clearly identify and assign specific agency roles and responsibilities prior to the event, if possible; and
 - c. Ensure planning of meetings have sign-in sheets to be included with the AAR to properly document who was in attendance.

7 2-35-7 Activation (Call-Out)

A. Activation for an Incident

1. An FSB supervisor shall contact ECC to request the on-call ERT Lieutenant regarding the incident and the need to activate the ERT, consistent with SOP Response to First Amendment Assemblies and Demonstrations and to Unplanned Incidents.
2. Upon receiving notification of an ERT activation request, the ERT Lieutenant/ORL/IC or their designee shall:
 - a. Assess the incident for seriousness and its potential for escalation; and
 - i. If the incident is peaceful and adequate resources are available, the ERT Lieutenant/ORL/IC or their designee shall allow the incident to continue by redirecting vehicular and pedestrian traffic.



- b. Ensure information about the incident is continuously communicated to the ECC and the ERT chain of command, including, but not limited to:
 - i. Location of the incident;
 - ii. Number of participants;
 - iii. Activities of the participants, such as blocking traffic, destruction of property, participants' demeanor and behavior;
 - iv. Direction of participants' movements; and
 - v. Ingress and egress route(s) for emergency vehicles.

B. Activation for an Event

1. The ORL shall follow the steps in the Pre-Event Preparation section
 - a. Notify ERT teams sergeants of the staging or deployment location as necessary

C. ERT Sworn Personnel

1. Upon notification to activate for an incident or event, ERT sworn personnel shall:
 - a. Respond in their Department-assigned vehicles to the staging area identified by the ERT Sergeant;
 - b. Maintain order at the staging area;
 - c. Remain with their ERT Sergeant and deploy as a team; and
 - d. Avoid deploying from the staging area, absent exigent circumstances, prior to being briefed by the IC.

6 2-35-8 **Deployment**

A. General Responsibilities

1. The ERT Sergeant shall:
 - a. Assume control of the incident or event and coordinate activities under the direction of the ORL or their designee;
 - b. Throughout the incident or event, assess the need for increasing or decreasing the number of required ERT sworn personnel;
 - c. Notify the ERT chain of command of any issues or of an escalation of the incident or event; and
 - d. Monitor the incident or event and advise the on-call ERT Lieutenant of current conditions.

B. Crowd Management Tactics

1. As necessary, the IC shall order specific crowd management tactics when the crowd does not obey warnings. Crowd management tactics include, but are not limited to:



- a. Pre-event planning not limited to road blocks, barricades, and evacuations;
- b. Deploy ERT to be supported by specialized unit personnel; and/or
- c. Isolate the crowd through the use of police vehicles to prevent vehicles from endangering crowd participants and to restrict access to community members who are not involved. Such isolation shall be used in conjunction with the overall operational goal of mitigating escalation of the incident or event.

C. Crowd Control Tactics

1. Use of Chemical Agents

- a. The IC shall have the authority to direct the use of chemical agents and less-lethal munitions to disperse the crowd, consistent with the Department's use of force SOPs.
 - i. An on-scene ERT supervisor may authorize the use of chemical agents or less-lethal munitions to disperse a crowd without prior authorization from the IC only during exigent circumstances, such as when an immediate danger to life and safety exists.
 - ii. The circumstances justifying deployment shall be clearly articulated in the AAR.
- b. Sworn personnel shall not use chemical agents or less-lethal munitions to overcome passive resistance by non-violent and/or peaceful protesters when exigent circumstances do not exist.

D. Crowd Dispersal Order for Civil Emergency

1. Before ordering the dispersal of a civil emergency, the IC shall determine whether lesser alternatives may be effective. These alternatives include the use of the following techniques:
 - a. Attempting to establish contact with a crowd leader to assess their intentions and motivations and develop a mutually-acceptable plan for de-escalation and dispersal;
 - b. Communicating with the crowd that their assembly is in violation of the law and that the Department wishes to resolve the civil emergency peacefully but that any acts of violence will be dealt with swiftly and decisively; and
 - c. Negotiating with crowd leaders for voluntary dispersal or target specific violent or disruptive crowd participants for removal or arrest.
2. The IC shall not give orders to disperse a civil emergency unless:
 - a. A significant number of participants fail to adhere to reasonable restrictions;
 - b. A significant number of participants are engaging in, or are about to engage in, unlawful disorderly conduct or violence towards community members or property; or



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c. The IC has determined that lesser alternatives may not be effective.

3. Prior to issuing dispersal orders, the IC shall ensure that all potentially necessary law enforcement, Albuquerque Fire Rescue (AFR), emergency medical services (EMS) equipment, and personnel are on-hand to successfully support the operation.

a. In addition, the IC shall ensure that resources for making mass arrests are in place if such a need is reasonably possible.

4. The following dispersal order shall be issued verbally by using an amplification device from a stationary vantage point that is observable to the crowd.

"I am (rank and name) of the Albuquerque Police Department. I am now issuing a public safety order to disperse, and I command all those assembled at (specific location) to immediately disperse. This means you must leave this area. If you do not do so, you may be arrested or subject to other police action. Other police action could include using chemical agents or less-lethal munitions, which may inflict significant pain or result in serious injury. If you remain in the area just described, regardless of your purpose, you will be in violation of City and state law. The following routes of dispersal are available: (describe routes). You have (reasonable amount of time) minutes to disperse."

5. As noted in the verbal dispersal, a reasonable amount of time shall be granted for the crowd to disperse. The order shall be repeated a total of three (3) times, absent exigent circumstances, as follows:

a. The IC or their designee shall issue the first warning at (current time). They shall wait five (5) minutes before verbally issuing the second warning.

b. The IC or their designee shall issue the second warning at (current time). They shall wait two (2) minutes before verbally issuing the third warning; and

c. The IC or their designee shall issue the third warning at (current time).

i. After the third warning has been issued, if necessary, ERT sworn personnel may begin making mass arrests.

6. The IC or their designee shall record the dispersal order using their Department-issued on-body recording device (OBRD).

7. During this time, the IC shall continually assess the balance of dispersal time alongside the goal of retaining control of the situation.

E. Response to Improvised Blocking Devices

1. When notified of Improvised Blocking Devices the ORL shall prepare the necessary steps to defeat them.



2. Only trained ERT sworn personnel shall use Department-issued field force extraction tools to defeat improvised blocking devices used by protestors. If needed, the IC shall request the ORL or their designee to deliver the extraction tools to the scene.
 - a. The ORL or their designee shall maintain an inventory of all extraction tools and shall service the tools, as needed.

F. Mass Arrest

1. During a civil emergency, it may be necessary to arrest numerous individuals over a relatively short period of time. The IC shall have the authority to authorize such a mass arrest of individuals engaged in criminal activity arising out of the civil emergency (e.g., destruction of property, assault or battery on another, etc.).
2. For the mass arrest process to be handled efficiently, safely, and legally, the IC shall ensure the following procedures are observed and/or performed:
 - a. An adequate and secure area shall be designated for holding individuals who have been arrested;
 - b. Mass arrests shall be conducted by the designated ERT arrest teams;
 - c. Arrested individuals who are sitting or lying down but agree to walk shall be escorted to the transportation vehicle for processing. Two (2) or more sworn personnel shall carry those who refuse to walk;
 - d. PTU personnel shall respond to the scene to take custody of and transport individuals who have been arrested;
 - e. All individuals who have been arrested shall be advised of their charges;
 - f. Individuals who have been arrested shall be searched incident to an arrest for weapons, evidence related to the crime being charged, and contraband;
 - g. Responding Impact Team detectives shall complete the criminal complaint and the booking paperwork for all arrested individuals;
 - h. Transporting sworn personnel shall ensure that all property is properly processed; and
 - i. Individuals who have been arrested who request medical attention because they are injured shall receive medical attention without unreasonable delay, prior to transportation to the detention facility.
 1. Photographs shall be taken of all injuries.
 - i. Restraining and transporting individuals shall be consistent with SOP Restraints and Transportation of Individuals (refer to SOP Restraints and Transportation of Individuals for sanction classifications and additional duties).

N/A

G. Civil Emergency

1. If an incident or event escalates to a civil emergency beyond the capacity of on-scene personnel to effectively restore order, the IC shall:



- a. Evaluate whether additional personnel are required to restore order;
- b. Notify an ECC Dispatcher; and
- c. Determine, in consultation with the Chief of Police or their designee, whether a recall and deployment of off-duty personnel is necessary and warranted by establishing an Alpha/Bravo schedule.

7 2-35-9 Post-Deployment

A. General Responsibilities

1. When on-scene ERT sworn personnel have gained control of the incident or event, the IC or their designee shall:
 - a. Account for all Department personnel engaged in the incident or event;
 - b. Assess and document any injuries sustained by Department personnel;
 - c. Interview or question witnesses, individuals, and other involved parties; and
 - d. Debrief all necessary personnel as required.

B. Debriefing

1. The IC shall hold two (2) debriefings following an incident or event, including:
 - a. Immediately after the incident or event with ERT supervisors and involved Department personnel;
 - i. The initial debrief may be delayed where it would be counterproductive to meet after a prolonged management of a large incident or event;
 - ii. If the debrief is delayed, documentation of the reason for the delay shall be included in the AAR; and
 - b. Within forty-eight (48) hours after the incident or event.
2. The IC shall attempt to answer the following three (3) questions during the debriefing:
 - a. Was ERT as prepared as it could have been?
 - b. How well did ERT perform?
 - c. What can ERT do better in the future?
3. The IC shall hold a debriefing with representatives from all other agencies and units after a multi-agency response to incidents or events.
 - a. The IC shall outline pertinent information from the debriefing in the AAR.
4. The IC or their designee shall document issues, concerns, suggestions, or items requiring consideration or investigation as identified during a debriefing. They shall present this information during the next scheduled ERT meeting.



5. The ORL shall conduct ERT meetings at least once per month.

N/A 2-35-10 Reporting

A. General Reporting Requirements

1. Department personnel who actively participated in the incident or event shall document their reportable actions in a Uniform Incident Report and/or Supplemental Report before leaving the location. Involved Department personnel shall submit their Uniform Incident Reports and/or Supplemental Reports for review, consistent with SOP Reports (refer to SOP Reports for sanction classifications and additional duties).
2. Department personnel shall download footage of all recorded activities and contacts with community members during any ERT activations (refer to SOP Use of On-Body Recording Devices for sanction classifications and additional duties).

B. Use of Force Reporting Requirements

- N/A** 1. Sworn personnel who used force during an incident or event shall report their use of force (refer to SOP Use of Force: General and SOP Use of Force: Reporting by Department Personnel for sanction classifications and additional duties).
- 6** 2. Department personnel who used or witnessed force during the incident or event shall document the force in a written or recorded narrative no later than twelve (12) hours after the conclusion of the event.
- 5** 3. ERT supervisors shall provide IAFD personnel access to any information related to the incident or event that may further their use of force investigation and shall provide access to information that may assist IAFD personnel in completing their investigation in a timely manner.

6 C. AAR

1. The IC of each particular incident or event shall complete an AAR. If the IC is unavailable, the ORL shall designate another lieutenant to complete the AAR. The AAR shall contain the following information:
 - a. Table of contents;
 - b. Summary;
 - c. Introduction;
 - d. Methodology for major incidents only;
 - e. Detailed timeline of events of significance;
 - f. Multi-Agency Review and Assessment, if applicable; and
 - g. Lessons learned and recommendations, which shall include:
 - i. Deficiencies or concerns;



- ii. Successes; and
 - iii. Recommendations regarding:
 - 1. Training;
 - 2. Policy;
 - 3. Equipment; and
 - 4. Supervision.
2. The IC or their designee shall:
- a. Complete the AAR within thirty (30) days of an incident or event;
 - i. If an extension is needed, the IC shall submit an Interoffice Memorandum to the Chief of Staff explaining the need for an extension.
 - b. Forward the completed AAR to:
 - i. All partner agencies that responded, or that were involved in the incident or event, along with the Multi-Agency Review and Assessment Form;
 - ii. All ERT supervisors and ICs from specialized units that were involved; and
 - iii. The Operations Review Section chain of command for remediation of any noted deficiencies.
3. ERT supervisors and Department unit ICs shall distribute the AAR to their personnel.
- a. Each IC shall have ten (10) days to provide input before the AAR is submitted to the chain of command.



2-35 EMERGENCY RESPONSE TEAM (ERT)

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

A. Related SOP(s)

- 2-8 Use of On-Body Recording Devices (Formerly 1-39)
- 2-16 Reports (Formerly 1-05)
- 2-23 Use of Canine Unit (Formerly 2-45)
- 2-39 Field Services Bureau Response to Demonstrations, Incidents, and Events (Formerly 4-21)
- 2-52 Use of Force: General (Formerly Use of Force (Deadly Force, Non Deadly Force, Less Lethal Force) (Formerly 3-45)
- 2-53 Use of Force: Definitions (Formerly Electronic Control Weapon (ECW))
- 2-54 Intermediate Weapon Systems (Formerly Use of Force Reporting and Supervisory Force Investigation Requirements)
- 2-55 Use of Force: De-escalation (Formerly Use of Force Appendix)
- 2-56 Use of Force: Reporting by Department Personnel
- 2-57 Use of Force: Review and Investigation by Department Personnel
- 2-80 Arrests, Arrest Warrants, and Booking Procedures (Formerly 2-14)
- 2-82 Restraints and Transportation of Individuals (Formerly 2-19)
- 3-31 Physical Fitness Assessment (Formerly 3-83)

B. Form(s)

- Criminal Complaint
- PD 3111 Emergency Response Team Event/Incident Action Plan
- PD 3112 Emergency Response Team After-Action Report (AAR)
- PD 3114 Multi-Agency Review and Assessment
- PD 3115 Multi-Agency ERT SOP Assessment

C. Other Resource(s)

- NMSA 1978, § 30-20-3 Unlawful Assembly
- ROA 1994, § 2-9-1-1 Definitions
- ROA 1994, §§ 7-3-1 to 7-3-99 Albuquerque Free Expression and Parade Ordinance (AFEPO)
- U.S. Const. amend. I.
- U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA), Center for Domestic Preparedness Field Force Operations PER-200

D. Rescinded Special Order(s)

None



2-35-1 Purpose

The purpose of this policy is to establish the roles and responsibilities of the Albuquerque Police Department (Department) Emergency Response Team (ERT) for pre-planning, deployment, activation, and post-deployment to events, incidents, demonstrations, and civil emergencies. The ERT may be deployed to critical incidents that require scene security and other situations for which Field Services Bureau (FSB) personnel request ERT resources.

2-35-2 Policy

It is the policy of the Department for ERT sworn personnel to act as a mobile field force in response to requests for deployment to incidents, events, demonstrations, and civil emergencies. Furthermore, it is the policy of the Department to prohibit the use of Police Service Dogs (PSD) for crowd control, consistent with SOP Use of Canine Unit.

N/A 2-35-3 Definitions

A. Civil Emergency

An incident or event as defined by Albuquerque City Ordinance § 2-9-1-1. A civil emergency may include, but is not limited to, an unlawful assembly, riot, or natural disaster.

B. Critical Incident

A situation requiring swift, decisive action involving substantial resources in response to significant loss of life, significant injuries, or significant damage to property.

C. Crowd Control

Techniques used to address civil emergencies, to include deployment of crowd dispersal equipment and tactics and preparations for multiple arrests. Sworn personnel shall be prohibited from using Police Service Dogs (PSD) for crowd control, consistent with SOP Use of Canine Unit.

D. Crowd Management

Techniques used to manage demonstrations before, during, and after a civil emergency. These techniques shall involve pre-event planning and coordination, contact with group leaders, issuing permits when applicable, intelligence gathering, observational assessment of participants and community members, and training for Department personnel.

E. Debriefing



For the purpose of this policy, a “debriefing” means an open discussion among involved Department personnel that is conducted in a safe location immediately following the conclusion of an incident or event about the effectiveness of tactics, equipment, training, or supervision used during an incident or event, and any other concerns that may have been implicated during the incident or event. A debriefing is an opportunity for ERT sworn personnel to provide input on the outcomes of the incident or event.

F. Demonstration

A public assembly or gathering of community members primarily to engage in protected activities under the First Amendment of the United States Constitution, federal or state law, or City ordinances. A demonstration may include, but is not limited to, marches, protests, and other assemblies intended to attract attention. A demonstration may devolve into a civil emergency that may require law enforcement action.

G. Event

A demonstration or civil emergency of which the Department has prior knowledge.

H. Event Action Plan (EAP)

A plan that is written before an event that defines event objectives and reflects the tactics necessary to manage a demonstration.

I. High Alert Status

An ERT alert status that requires deployment to the identified staging area within thirty (30) minutes of notification. Normal on-call deployment is within sixty (60) minutes of notification.

J. Improvised Blocking Device

A device used by protestors that is designed intentionally to block roadways or entrances to public or private property, as well as to resist arrest.

K. Incident

A demonstration or civil emergency of which the Department has no prior knowledge.

L. Major Exercise

A practice ERT deployment that includes personnel from the Horse Mounted Unit (HMU) and Special Operations Division (SOD) and, if available needed, personnel



from other specialized units and partner agencies.

7 2-35-4 **General Rules and Responsibilities**

N/A A. Chain of Command

1. The ERT chain of command consists of:

- a. Chief of Police;
- b. ~~Chief of Staff/Director~~ Appropriate Bureau Chief;
- c. Operations Review Division Commander;
- d. Operations Review Section Lieutenant (ORL);
- e. ERT lieutenants;
- f. ERT sergeants, including the Operations Review Section Sergeant;
 - i. There shall be two (2) ERT sergeants per ERT Operational Team.
- g. Operations Review Section personnel who are assigned as the ERT officer in charge of training and property/supplies; and
- h. ERT officers.

6 2. Operations Review Section Lieutenant (ORL)

- a. The ORL holds the position of ERT Commander. The ORL shall:
 - i. Be responsible for the activation and deployment of ERT personnel;
 - ii. Be responsible for requesting the activation of other resources;
 - iii. Be responsible for saving, maintaining, and organizing all ERT historical data for easy retrieval. These data shall include:
 1. All photos, recordings, videos, reports, documents, and EAPs; and
 2. All After-Action Reports (AAR) on all ERT activations and cost analyses.
 - iv. Maintain all historical operational records, such as training, property, inspections, purchases, and rosters;
 - v. Be responsible for publishing the on-call schedule and ensuring that it is approved, distributed, and on file with the Emergency Communications Center (ECC);
 - vi. Assist the ERT Property/Supply Officer with purchases and expenditures for ERT sworn personnel and property;
 - vii. Ensure copies of ERT historical documentation are given to the ERT Sergeants to ensure proper documentation, communication, and situational awareness for the chain of command; and
 - viii. Forward all ERT SOP changes to partner agencies with the Multi-Agency ERT SOP Assessment Form attached.

3. Incident Commander (IC)

- a. The Chief of Police, an official, or a supervisor identified by the Chief of Police through the chain of command shall be the IC for incidents or events.



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- b. Only command-level personnel at the rank of lieutenant or above, preferably who are trained and/or knowledgeable in field force operations and planning, shall be designated as an IC.
 - c. Once established, incident command responsibility does not automatically pass from one supervisor or official to another simply by the appearance or arrival of a senior official or supervisor at the incident command post.
 - i. If the senior official or supervisor begins to give orders, incident command responsibility shall only pass upon verbal acceptance of that responsibility by the senior official or supervisor.
 - ii. Once the transfer occurs, the IC relinquishing command shall notify ECC of the change.
 - d. In order to prevent breakdown of command and control, only the IC and essential personnel shall be at the incident command post. All non-essential personnel, including executive staff, shall stage at locations away from the incident command post. The IC shall clearly establish the staging area during the planning stage and shall indicate this in the EAP.
4. The ERT Lieutenant shall be responsible for the activation and deployment of ERT personnel and for requesting the activation of other resources.

B. ERT Operational Teams

1. The ERT Operational Teams shall consist of five (5) teams comprised of two (2) sergeants and a maximum of sixteen (16) sworn personnel per team.
 - a. Blue Team;
 - b. Gold Team;
 - c. Red Team;
 - d. Silver Team; and
 - e. White Team.
2. ERT sworn personnel shall have a letter-number combination identifier on their uniform that is clearly visible.
 - a. The letter corresponds to the ERT Operational Team, such as B for blue, G for gold, etc.
 - b. The number is assigned according to the roster, such as B1, G1, etc.

C. ERT Sworn Personnel Minimum Qualifications

1. ERT sworn personnel, including officers, sergeants, and lieutenants, shall maintain the following requirements:
 - a. Be a sworn police officer at the rank of Patrolman First Class or above;
 - b. Be assigned to the ERT on a voluntary basis only;
 - c. Maintain proficiency with their assigned weapons and tools; and



- i. The ERT training officer shall track these data based on the New Mexico Department of Public Safety (NMDPS) approved qualification.
 - d. Meet and maintain a minimum overall physical fitness standard, consistent with Standard Operating Procedure (SOP) Physical Fitness Assessment. Based upon the Academy Division's physical fitness standards, these categories have been established by the ERT chain of command and are applicable to current ERT sworn personnel in the following manner:
 - i. ERT sworn personnel who fail to meet a physical fitness standard shall be allowed to retest within ninety (90) days;
 - ii. If ERT sworn personnel fail to meet ~~that physical fitness standards~~ those physical fitness standards within (90) days of the original test failure, they shall be dismissed from ERT; and
 - iii. ERT sworn personnel may appeal their dismissal through the ERT chain of command. The ERT chain of command's decision shall be final.
2. The Department may direct officers at the rank of Patrolman Second Class to supplement the ERT based on the needs of the Department.

D. Equipment and Property

1. The ERT Property/Supply Officer shall:

- a. Track and maintain current and historical records on all stored ERT property and ERT property that has been assigned to sworn personnel;
- b. Conduct annual inspections of all inventories. Report all findings of ~~fr~~ discrepancies to the ORL;
- c. Conduct quarterly audits of all ERT equipment issued to individual sworn personnel;
- d. Track use of ERT ammunition and order more ammunition as necessary. This includes:
 - i. Pistol and rifle practice ammunition;
 - ii. Less-lethal ammunitions; and
 - iii. Chemical munitions.
- e. Inform the ORL regarding the status of all property and supplies; and
- f. Report to and discuss any issues or problems with property and supplies with the ERT Lieutenant.

2. ERT sworn personnel shall:

- a. Maintain all ERT-assigned equipment;
- b. Report any shortage or loss of equipment to their ERT supervisors as soon as possible;
- c. Turn in any non-serviceable ERT-assigned equipment to the ERT Property/Supply Officer;



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- d. Coordinate through the ERT Property/Supply Officer all property and supply issues, including equipment that has been turned in, replaced, and or issued for the first time; and
- e. When they are removed from or leave the ERT, coordinate with the ERT Property/Supply Officer to turn in all ERT-assigned equipment within seven (7) days.

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E. On-Call Responsibilities

1. ERT sworn personnel shall:

- a. While on primary or secondary on-call status, maintain all assigned ERT equipment, and the ERT uniform in their assigned police vehicles;
- b. Maintain a cell phone that shall be used for on-call notification;
- c. When called out, be present and accounted for in one (1) hour or less at the designated staging area;
- d. For a high alert status, respond in thirty (30) minutes or less to the designated staging area; and
- e. Attend ERT activations.
 - i. ERT sworn personnel who fail to attend ERT activations may be disciplined up to and including removal from the ERT.

2. The ERT Sergeant shall:

- a. Maintain a cell phone list and text-messaging group for activations;
- b. Place affected ERT Operational Team members on high alert when an activation is anticipated but not yet certain; and
- c. Ensure ERT Operational Team members acknowledge the activations via phone call, text messaging, or radio.

3. The ERT Lieutenant shall:

- a. When notified of an ERT request by a field supervisor or by ECC, determine whether deployment of specific resources is applicable and what assets should be used;
- b. Respond to incidents or events that require it;
- c. Respond to incidents or events when requested by the chain of command; and
- d. When it is determined that an ERT response is needed, contact the on-call ERT Sergeant. The ERT Lieutenant shall convey essential information to the ERT Sergeant for proper notification and deployment, including:
 - i. Type and nature of incident or event;
 - ii. Type and number of resources needed;
 - iii. Point of contact for the field/specialized unit Incident Commander (IC); and
 - iv. The designated staging area and approach route.
- e. When necessary, notify the Office of Emergency Management (OEM) that potential emergency circumstances have occurred.



7 2-35-5 Training and Practice

A. Training

1. ERT Officer

- a. Prior to being deployed to deal directly with crowd control, ERT sworn personnel shall receive twenty-four (24) hours of field force operations training, which shall include strategies for crowd management and crowd control.
 - i. ERT sworn personnel who are not trained in field force operations may function in a supportive role on activations.

N/A

2. ERT Training Officer

- a. The ERT Training Officer shall:
 - i. Track all training and practice conducted by the ERT;
 - ii. Maintain historical training records for all ERT sworn personnel and ERT Operational Teams. Records shall include:
 - 1. NMDPS firearm qualification scores;
 - 2. Department physical fitness assessment scores; and
 - 3. Department of Homeland Security classes that they attended.
 - iii. Ensure all ERT sworn personnel perform within and meet the required standards of the ERT;
 - 1. If sworn personnel perform below established minimum standards, the ERT Training Officer shall track and report on all deficiencies to the ORL.
 - iv. Publish a yearly training calendar before each bid to ensure maximum participation and to reduce the impact on sworn personnel in the area commands;
 - v. Approve and maintain training files on mandated ERT training;
 - vi. Work with all ERT Sergeants to assign trainers and jointly identify training deficiencies as well as current and future needs; and
 - vii. Report on any training issues or concerns to the ORL.

- 3. All training events shall follow an approved lesson plan and include a roster of those who completed training.

B. Practice

- 1. All ERT sworn personnel shall devote a minimum of one (1) day per quarter to ERT practice.
- 2. The ERT major exercise shall include all ERT sworn personnel. The ERT major exercise shall be conducted a minimum of once per year and shall include HMU and SOD personnel and incorporate the responsibilities in this SOP.



3. When feasible, practice with partner agencies shall be conducted at least once per year.

a. Partner agencies may attend the ERT major exercise to satisfy this goal.

C. ~~Failure~~ Requirements to Attend Training or Practice

1. ~~The ORL shall remove~~ ERT sworn personnel are required to attend training or practice on a quarterly basis.
~~from the ERT if~~

4.a. ERT sworn personnel who they fail to attend more than one (1) training or practice event within a calendar year without a valid excuse may be subject to removal from the ERT.

a.i. Valid excuses include, but are not limited to, Family Medical Leave Act (FMLA) leave, military leave, and other Department-mandated training.

7 2-35-6 Pre-Response

N/A A. Civil Emergency

ERT sworn personnel may be activated for a civil emergency, which has led to or may lead to a significant threat to property or human life.

B. Critical Incidents and Events

1. Only the Chief of Police or their designee may deploy ERT sworn personnel to critical incidents or events for purposes other than crowd control.

2. ERT sworn personnel may be called out to assist FSB personnel with critical incidents or events as needed. When ERT sworn personnel have been deployed, they shall relieve on-scene FSB personnel to allow them to return to their normal duties.

a. ERT sworn personnel shall not be used to supplement FSB resources to only take calls for service.

b. ERT sworn personnel shall not be deployed for active shooter situations or hostage situations that SOD personnel are managing, except for situations requiring crowd control duties.

i. ERT sworn personnel may respond if SOD personnel are not on-scene and the threat requires an immediate response.

C. Event

1. Pre-Event Planning



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- a. Under the direction of the Chief of Police, the ORL or a designated ERT Lieutenant shall be responsible for planning for events. In this capacity, the ORL or the designated ERT Lieutenant shall:
 - i. Coordinate all aspects of pre-event planning with affected stakeholders, units, and personnel;
 - ii. Coordinate activities with other law enforcement agencies, as necessary;
 - iii. Attempt to work with demonstration leaders before, during, and after the demonstration;
 1. The ORL or designated ERT Lieutenant shall make every effort to establish advanced contact with the event leaders and to gather information about the event to ensure accurate assignment of Department personnel and resources.
 - iv. While in contact with the event leaders encourage the peaceful and lawful gathering of community members;
 - v. Conduct a proper site assessment with any partnering agencies to identify possible hazards, issues of concern, and overall management prior to the event when feasible or as soon as possible for an event;
 - vi. Encourage event leaders who are facilitating the event to gain necessary permits by referring them to the City of Albuquerque Arts and Culture Department;
 - vii. Inform event leaders that the Department and City of Albuquerque may impose reasonable restrictions on the time and place of the event, as well as on the manner in which community members engage in their protected activities; and
 1. The Department shall place only those limitations and restrictions on demonstrations necessary to maintain public safety and order and, to the degree possible, to facilitate uninhibited commerce and freedom of movement for non-participants.
 - viii. Gather at least the following necessary information:
 1. What type of event is planned;
 2. When is the event planned;
 3. What is the past history of conduct at such events and have the group leaders been cooperative with law enforcement;
 4. Will the event coincide with other large-scale events;
 5. Is opposition to the event expected;
 6. How many participants are expected;
 7. What are the assembly areas and movement routes;
 8. What actions, activities, or tactics are anticipated, including demonstrator blocking devices;
 9. What, if any, critical infrastructures are in the proximity of the event, such as schools, hospitals, or government facilities;
 10. Have other agencies, such as Albuquerque Fire and Rescue (AFR), Emergency Medical Services (EMS), OEM, and other nearby law enforcement agencies, been notified;
 11. Is there a need to request mutual aid;
 12. Will off-duty personnel be required; and



13. Has ERT been notified of the situation and deployed as necessary to augment the capabilities of FSB personnel.

2. Pre-Event Preparation

a. The ORL shall:

- i. Determine minimum staffing for crowd management events;
 1. The ORL shall base staffing levels on the projected number of event participants and any pre-event intelligence indicating potential violence.
 2. The ORL shall develop contingency plans regarding staffing and tactics.
- ii. Apply training and past experience with such events and/or with the participants or organizers;
- iii. Ensure that all necessary personal protective equipment (PPE), weapons, and munitions equipment required for crowd control are available to the ERT Operational Teams when responding or deploying to incidents and events;
- iv. Only use ERT sworn personnel for dealing with crowd control. All hard post and traffic positions shall be assigned from other resources;
- v. Designate an arrest team; and
- vi. Notify the on-call Internal Affairs Force Division (IAFD) Lieutenant of the activation.
 1. The IAFD Lieutenant shall determine whom among IAFD personnel shall respond to the staging areas.

D. Event Action Plan (EAP)

1. Upon obtaining the necessary information, the ORL shall develop an EAP. The EAP shall be composed of the following elements:
 - a. Description of the nature of the event, along with its location and projected duration;
 - b. Identification of the IC;
 - c. The appropriate radio frequency to use;
 - d. Operational orders; and
 - e. Instructions for reporting.
2. The IC shall ensure that IAFD personnel are included as a required resource when drafting the EAP.
3. Once the EAP has been completed, the ORL shall:
 - a. When feasible, conduct an event briefing using the completed EAP with ERT command staff and commanders who supervise units or entities that support



the ERT response before deployment and ensure personnel receive a copy of the EAP;

- i. During a planned event, a briefing shall occur before the event.
 - ii. During an incident, a briefing may occur when ERT is activated, but not yet deployed.
- b. When necessary, communicate each specialized unit's mission to that unit's supervisor;
 - c. Retain ultimate responsibility for the decisions of ERT and specialized unit personnel. In order to fulfill this obligation, the ORL shall be available for on-scene consultation; and
 - d. Ensure the Chief of Police or their designee reviews and signs the EAP.

E. Assistance by Other Specialized Units

1. The ORL shall determine which Department resources are needed. The ORL shall consider using the Department's specialized units based on operational needs. The ORL may consider using the following specialized units for assistance during an ERT response:
 - a. Air Support Unit personnel may provide additional intelligence;
 - b. Bicycle Patrol and Proactive Response Team (PRT) personnel may be used for incidents or events;
 - c. HMU personnel may be used for incidents or events;
 - i. When using HMU personnel for crowd control, HMU supervisors shall ensure their personnel are equipped with PPE prior to deployment.
 - d. Impact Team personnel may be used for mass arrests. The ORL shall request Impact Team personnel to respond to activations;
 - i. The Impact Team Lieutenant shall decide which detectives will respond.
 - e. Intelligence Unit personnel may be used for ongoing intelligence gathering and dissemination during the event;
 - f. IAFD;
 - i. IAFD personnel shall:
 1. Provide one (1) IAFD Detective per ERT Operational Team and specialized unit activated for an ERT deployment; and
 2. Investigate any use of force, including a Level 1 use of force, by Department personnel during an ERT deployment.
 - g. Prisoner Transport Unit (PTU) personnel may be needed for incidents or events where intelligence indicates civil disobedience or crowd violence may occur and mass arrests are possible;
 - h. Quick Reaction Force Team (QRFT) sworn personnel may be used to monitor the crowd and uniformly respond to any issues that might arise that do not warrant a full ERT deployment; and
 - i. SOD:
 - i. SOD personnel shall be available to assist in high-risk situations that require attention or apprehension of high-risk individuals.
 - ii. When response by SOD is required:



1. The IC and SOD command staff shall coordinate their responses.
 2. The IC and SOD command staff shall communicate before any ERT deployment for incidents or events that require a response.
 3. ERT supervisors shall direct ERT to maintain crowd control once SOD personnel are deployed.
 - iii. SOD command staff shall:
 1. Direct SOD personnel to respond to reports of shots fired within the crowd or when SOD command determines that sworn personnel are in immediate danger; and
 2. Direct SOD personnel to any in-progress destruction of large structures that may put the community members in danger.
 - iv. SOD personnel shall:
 1. Provide armored vehicles in the event of a rescue;
 2. Provide trained personnel to address armed individuals who are discharging firearms or participating in active shooter situations; and
 3. Provide a Crisis Negotiation Team (CNT) Negotiator for crowd control.
 - v. SOD personnel shall not be used as a supplement for crowd control.
2. The IC shall ensure that a well-established vehicle operations plan is available for use in traffic control efforts.

F. Multi-Agency Deployments

1. The IC shall:
 - a. Ensure that all agencies are included in the planning of all events that will require multi-agency cooperation or response. This shall include events where the agencies are only placed on stand-by to assist;
 - b. Clearly identify and assign specific agency roles and responsibilities prior to the event, if possible; and
 - c. Ensure planning of meetings have sign-in sheets to be included with the AAR to properly document who was in attendance.

7 2-35-7 **Activation (Call-Out)**

A. Activation for an Incident

1. An FSB supervisor shall contact ECC to request the on-call ERT Lieutenant regarding the incident and the need to activate the ERT, consistent with SOP Response to First Amendment Assemblies and Demonstrations and to Unplanned Incidents.
2. Upon receiving notification of an ERT activation request, the ERT Lieutenant/ORL/IC or their designee shall:
 - a. Assess the incident for seriousness and its potential for escalation; and



- i. If the incident is peaceful and adequate resources are available, the ERT Lieutenant/ORL/IC or their designee shall allow the incident to continue by redirecting vehicular and pedestrian traffic.
- b. Ensure information about the incident is continuously communicated to the ECC and the ERT chain of command, including, but not limited to:
 - i. Location of the incident;
 - ii. Number of participants;
 - iii. Activities of the participants, such as blocking traffic, destruction of property, participants' demeanor and behavior;
 - iv. Direction of participants' movements; and
 - v. Ingress and egress route(s) for emergency vehicles.

B. Activation for an Event

1. ~~Upon receiving notification of an ERT activation request, the ORL or their designee shall:~~The ORL shall follow the steps in the Pre-Event Preparation section
 - ~~a. Assess the event for seriousness and its potential for escalation~~Notify ERT teams sergeants of the staging or deployment location as necessary
 - ~~a. — ; and~~
 - ~~i. — If the event is peaceful and adequate resources are available, the ORL or their designee shall allow the event to continue by redirecting vehicular and pedestrian traffic.~~
 - ~~b. — Ensure information about the event is continuously communicated to the ECC and the ERT chain of command, including, but not limited to:~~
 - ~~i. — Location of the event;~~
 - ~~ii. — Number of participants;~~
 - ~~iii. — Activities of the participants, such as blocking traffic, destruction of property, participants' demeanor and behavior;~~
 - ~~iv. — Direction of participants' movements; and~~
 - ~~v. — Ingress and egress route(s) for emergency vehicles.~~

C. ERT Sworn Personnel

1. Upon notification to activate for an incident or event, ERT sworn personnel shall:
 - a. Respond in their Department-assigned vehicles to the staging area identified by the ERT Sergeant;
 - b. Maintain order at the staging area;
 - c. Remain with their ERT Sergeant and deploy as a team; and
 - d. Avoid deploying from the staging area, absent exigent circumstances, prior to being briefed by the IC.

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Deployment

A. General Responsibilities



1. The ERT Sergeant shall:

- a. Assume control of the incident or event and coordinate activities under the direction of the ORL or their designee;
- b. Throughout the incident or event, assess the need for increasing or decreasing the number of required ERT sworn personnel;
- c. Notify the ERT chain of command of any issues or of an escalation of the incident or event; and
- d. Monitor the incident or event and advise the on-call ERT Lieutenant of current conditions.

B. Crowd Management Tactics

1. As necessary, the IC shall order specific crowd management tactics when the crowd does not obey warnings. Crowd management tactics include, but are not limited to:

- a. Pre-event planning not limited to road blocks, barricades, and evacuations;
- b. Deploy ERT to be supported by specialized unit personnel; and/or
- c. Isolate the crowd through the use of police vehicles to prevent vehicles from endangering crowd participants and to restrict access to community members who are not involved. Such isolation shall be used in conjunction with the overall operational goal of mitigating escalation of the incident or event.

C. Crowd Control Tactics

1. Use of Chemical Agents

- a. The IC shall have the authority to direct the use of chemical agents and less-lethal munitions to disperse the crowd, consistent with the Department's use of force SOPs.
 - i. An on-scene ERT supervisor may authorize the use of chemical agents or less-lethal munitions to disperse a crowd without prior authorization from the IC only during exigent circumstances, such as when an immediate danger to life and safety ~~exist~~exists.
 - ii. The circumstances justifying deployment shall be clearly articulated in the AAR.
- b. Sworn personnel shall not use chemical agents or less-lethal munitions to overcome passive resistance by non-violent and/or peaceful protesters when exigent circumstances do not exist.

D. Crowd Dispersal Order for Civil Emergency

1. Before ordering the dispersal of a civil emergency, the IC shall determine whether lesser alternatives may be effective. These alternatives include the use of the



following techniques:

- a. Attempting to establish contact with a crowd leader to assess their intentions and motivations and develop a mutually-acceptable plan for de-escalation and dispersal;
 - b. Communicating with the crowd that their assembly is in violation of the law and that the Department wishes to resolve the civil emergency peacefully but that any acts of violence will be dealt with swiftly and decisively; and
 - c. Negotiating with crowd leaders for voluntary dispersal or target specific violent or disruptive crowd participants for removal or arrest.
2. The IC shall not give orders to disperse a civil emergency unless:
- a. A significant number of participants fail to adhere to reasonable restrictions;
 - b. A significant number of participants are engaging in, or are about to engage in, unlawful disorderly conduct or violence towards community members or property; or
 - c. The IC has determined that lesser alternatives may not be effective.
3. Prior to issuing dispersal orders, the IC shall ensure that all potentially necessary law enforcement, Albuquerque Fire Rescue (AFR), emergency medical services (EMS) equipment, and personnel are on-hand to successfully support the operation.
- a. In addition, the IC shall ensure that resources for making mass arrests are in place if such a need is reasonably possible.
4. The following dispersal order shall be issued verbally by using an amplification device from a stationary vantage point that is observable to the crowd.
- “I am (rank and name) of the Albuquerque Police Department. I am now issuing a public safety order to disperse, and I command all those assembled at (specific location) to immediately disperse. This means you must leave this area. If you do not do so, you may be arrested or subject to other police action. Other police action could include using chemical agents or less-lethal munitions, which may inflict significant pain or result in serious injury. If you remain in the area just described, regardless of your purpose, you will be in violation of City and state law. The following routes of dispersal are available: (describe routes). You have (reasonable amount of time) minutes to disperse.”
5. As noted in the verbal dispersal, a reasonable amount of time shall be granted for the crowd to disperse. The order shall be repeated a total of three (3) times, absent exigent circumstances, as follows:
- a. The IC or their designee shall issue the first warning at (current time). They shall wait five (5) minutes before verbally issuing the second warning.



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- b. The IC or their designee shall issue the second warning at (current time). They shall wait two (2) minutes before verbally issuing the third warning; and
- c. The IC or their designee shall issue the third warning at (current time).
 - i. After the third warning has been issued, if necessary, ERT sworn personnel may begin making mass arrests.

6. ~~At a minimum, t~~The IC or their designee shall record the dispersal order using their Department-issued on-body recording device (OBRD).

7. During this time, the IC shall continually assess the balance of dispersal time alongside the goal of retaining control of the situation.

E. Response to Improvised Blocking Devices

1. ~~The~~When notified of Improvised Blocking Devices the ORL shall be prepare the necessary steps to defeat them ~~d when protesters use improvised blocking devices.~~
2. Only trained ERT sworn personnel shall use Department-issued field force extraction tools to defeat improvised blocking devices used by protestors. If needed, the IC shall request the ORL or their designee to deliver the extraction tools to the scene.
 - a. The ORL or their designee shall maintain an inventory of all extraction tools and shall service the tools, as needed.

F. Mass Arrest

1. During a civil emergency, it may be necessary to arrest numerous individuals over a relatively short period of time. The IC shall have the authority to authorize such a mass arrest of individuals engaged in criminal activity arising out of the civil emergency (e.g., destruction of property, assault or battery on another, etc.).
2. For the mass arrest process to be handled efficiently, safely, and legally, the IC shall ensure the following procedures are observed and/or performed:
 - a. An adequate and secure area shall be designated for holding individuals who have been arrested;
 - b. Mass arrests shall be conducted by the designated ERT arrest teams;
 - c. Arrested individuals who are sitting or lying down but agree to walk shall be escorted to the transportation vehicle for processing. Two (2) or more sworn personnel shall carry those who refuse to walk;
 - d. PTU personnel shall respond to the scene to take custody of and transport individuals who have been arrested;
 - e. All individuals who have been arrested shall be advised of their charges;
 - f. Individuals who have been arrested shall be searched incident to an arrest for weapons, evidence related to the crime being charged, and contraband;



- g. Responding Impact Team detectives shall complete the criminal complaint and the booking paperwork for all arrested individuals;
- h. Transporting sworn personnel shall ensure that all property is properly processed; and
 - i. Individuals who have been arrested who request medical attention because they are injured shall receive medical attention without unreasonable delay, prior to transportation to the detention facility.
 - 1. Photographs shall be taken of all injuries.
- i. Restraining and transporting individuals shall be consistent with SOP Restraints and Transportation of Individuals (refer to SOP Restraints and Transportation of Individuals for sanction classifications and additional duties).

N/A

G. Civil Emergency

- 1. If an incident or event escalates to a civil emergency beyond the capacity of on-scene personnel to effectively restore order, the IC shall:
 - a. Evaluate whether additional personnel are required to restore order;
 - b. Notify an ECC Dispatcher; and
 - c. Determine, in consultation with the Chief of Police or their designee, whether a recall and deployment of off-duty personnel is necessary and warranted by establishing an Alpha/Bravo schedule.

7 2-35-9 Post-Deployment

A. General Responsibilities

- 1. When on-scene ERT sworn personnel have gained control of the incident or event, the IC or their designee shall:
 - a. Account for all Department personnel engaged in the incident or event;
 - b. Assess and document any injuries sustained by Department personnel;
 - c. Interview or question witnesses, individuals, and other involved parties; and
 - d. Debrief all necessary personnel as required.

B. Debriefing

- 1. The IC shall hold two (2) debriefings following an incident or event, including:
 - a. Immediately after the incident or event with ERT supervisors and involved Department personnel;
 - i. The initial debrief may be delayed where it would be counterproductive to meet after a prolonged management of a large incident or event;
 - ii. If the debrief is delayed, documentation of the reason for the delay shall be included in the AAR; and



- b. Within forty-eight (48) hours after the incident or event.
2. The IC shall attempt to answer the following three (3) questions during the debriefing:
 - a. Was ERT as prepared as it could have been?
 - b. How well did ERT perform?
 - c. What can ERT do better in the future?
3. The IC shall hold a debriefing with representatives from all other agencies and units after a multi-agency response to incidents or events.
 - a. The IC shall outline pertinent information from the debriefing in the AAR.
4. The IC or their designee shall document issues, concerns, suggestions, or items requiring consideration or investigation as identified during a debriefing. They shall present this information during the next scheduled ERT meeting.
5. The ORL shall conduct ERT meetings at least once per month.

N/A 2-35-10 Reporting

A. General Reporting Requirements

1. Department personnel who actively participated in the incident or event shall document their reportable actions in a Uniform Incident Report and/or Supplemental Report before leaving the location. Involved Department personnel shall submit their Uniform Incident Reports and/or Supplemental Reports for review, consistent with SOP Reports (refer to SOP Reports for sanction classifications and additional duties).
2. Department personnel shall download footage of all recorded activities and contacts with community members during any ERT activations (refer to SOP Use of On-Body Recording Devices for sanction classifications and additional duties).

B. Use of Force Reporting Requirements

- N/A** 1. Sworn personnel who used force during an incident or event shall report their use of force (refer to SOP Use of Force: General and SOP Use of Force: Reporting by Department Personnel for sanction classifications and additional duties).
- 6** 2. Department personnel who used or witnessed force during the incident or event shall document the force in a written or recorded narrative no later than twelve (12) hours after the conclusion of the event.
- 5** 3. ERT supervisors shall provide IAFD personnel access to any information related to the incident or event that may further their use of force investigation and shall



provide access to information that may assist IAFD personnel in completing their investigation in a timely manner.

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C. AAR

1. The IC of each particular incident or event shall complete an AAR. If the IC is unavailable, the ORL shall designate another lieutenant to complete the AAR. The AAR shall contain the following information:
 - a. Table of contents;
 - b. Summary;
 - c. Introduction;
 - d. Methodology for major incidents only;
 - e. Detailed timeline of events of significance;
 - f. Multi-Agency Review and Assessment, if applicable; and
 - g. Lessons learned and recommendations, which shall include:
 - i. Deficiencies or concerns;
 - ii. Successes; and
 - iii. Recommendations regarding:
 1. Training;
 2. Policy;
 3. Equipment; and
 4. Supervision.
2. The IC or their designee shall:
 - a. Complete the AAR within thirty (30) days of an incident or event;
 - i. If an extension is needed, the IC shall submit an Interoffice Memorandum to the Chief of Staff explaining the need for an extension.
 - b. Forward the completed AAR to:
 - i. All partner agencies that responded, or that were involved in the incident or event, along with the Multi-Agency Review and Assessment Form;
 - ii. All ERT supervisors and ICs from specialized units that were involved; and
 - iii. The Operations Review Section chain of command for remediation of any noted deficiencies.
3. ERT supervisors and Department unit ICs shall distribute the AAR to their personnel.
 - a. Each IC shall have ten (10) days to provide input before the AAR is submitted to the chain of command.