



2-50 CRASH REVIEW BOARD (CRB)

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

- 1-95 Metro Traffic Division (Formerly 4-06 and 6-3)
- 2-47 Crashes Involving Police Vehicles (Formerly 1-18)
- 3-46 Discipline System (Formerly 1-09)

B. Form(s)

State of New Mexico Uniform Crash Report (UCR)

C. Other Resource(s)

National Highway Traffic Safety Administration (NHTSA)
National Safety Council (NSC)

D. Rescinded Special Order(s)

None

2-50-1 Purpose

The purpose of this policy is to convene a Crash Review Board (CRB) to review and classify all Albuquerque Police Department-issued (Department) vehicle crashes as preventable or non-preventable. The CRB reviews all preventable crashes for cause analysis to prevent similar types of crashes in the future.

2-50-2 Policy

It is the policy of the Department to provide guidelines for the CRB, which reviews all Department-issued vehicle crashes.

N/A 2-50-3 Definitions

A. Crash

An unintended event resulting in injury or damage involving one (1) or more motor vehicles as defined by the National Highway Traffic Safety Administration (NHTSA).

B. Non-Crash

An accident caused by an intentional act that is not a crash or any unavoidable debris, under normal driving conditions, which strikes a motor vehicle likely to cause damage.



C. Non-Preventable Crash

The Department employee exercised every reasonable precaution to prevent the crash, including making the required allowances for road conditions, weather, traffic, and errors, or negligence of others. In addition, the Department employee observed applicable Department policies, procedures, and training, including the use of appropriate defensive driving tactics.

D. Preventable Crash

The Department employee failed to make every reasonable precaution to prevent the crash, including, but not limited to, failure to making allowances for road, weather, or traffic conditions, the errors or negligence of others, or the Department employee's failure to observe applicable Department policies, procedures, or training, including the misuse of, or failure to use, appropriate defensive driving tactics.

6 2-50-4 Rules

N/A

A. CRB personnel shall review all crashes involving Department-issued vehicles, except for crashes that result in a fatality or serious injury, consistent with SOP Metro Traffic Division (refer to SOP Metro Traffic Division for sanction classifications and additional duties).

1. Crash Reconstruction Certified personnel who serve on the CRB shall investigate crashes that result in a fatality or serious injury.
2. The Department Safety Officer serves as an ex officio member and provides technical assistance to the CRB, such as loss reduction and hazard elimination principles and recognized practices and principles applicable to the crash review process.

B. Appointments to the CRB

1. The CRB shall consist of:
 - a. The Metro Traffic Division Commander (chairperson);
 - b. The Metro Traffic Division Lieutenant;
 - c. A Metro Traffic Division Sergeant;
 - d. A Metro Traffic Division Officer;
 - e. One (1) Operations Review Section employee who shall review crashes involving Department-issued vehicles; and
 - f. The Department Safety Officer.
2. Each calendar year, the Metro Traffic Division Commander appoints members to the CRB as follows:
 - a. The Metro Traffic Division Commander who acts as the chairperson;



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- b. The Metro Traffic Division Lieutenant;
 - c. A Metro Traffic Division Sergeant; and
 - d. A Metro Traffic Division Officer.
3. The following Department personnel are permanently appointed to serve on the CRB:
- a. The Department Safety Officer; and
 - b. An Operations Review Section employee.
4. The following Department personnel shall serve in an advisory position on the CRB:
- a. An Internal Affairs Professional Standards (IAPS) Division civilian employee; and
 - b. The Metro Traffic Division Administrative Assistant.
- C. Reviewing Crashes that Involve Department-Issued Vehicles
1. When reviewing Department-issued vehicle crashes, CRB personnel shall:
- a. Post the date and time the affected Department employee is scheduled for their Department-issued vehicle crash review appointment in the Department's document management system via a Department Memorandum;
 - i. The Department employee's attendance at the CRB's vehicle crash review is voluntary; therefore no overtime is authorized.
 - ii. Only the affected Department employee shall be allowed to attend the CRB.
 - iii. Department personnel who were not involved in the crash shall not be permitted to attend the review.
 - iv. If the affected Department employee does not wish to attend the CRB, CRB personnel shall rely on the facts and information in the UCR. CRB personnel may use photographs and video from the Department issued vehicle crash investigation.
 1. CRB personnel shall have the authority to require the affected Department employee to attend the CRB if they determine it is necessary to speak with the affected Department employee to make a determination regarding the Department-issued vehicle crash.
 - v. When the affected Department employee wants to appear at the CRB voluntarily but cannot attend due to scheduling conflicts, such as court hearings, calls for service, previously scheduled training, or vacation, CRB personnel shall reschedule the review until the next CRB meeting;
 1. CRB personnel shall reschedule the review at the request of the affected Department employee.
 2. CRB personnel shall only allow the affected Department employee one (1) continuance per crash.
 - b. Follow the National Safety Council's (NSC) guidelines for classifying preventable and non-preventable crashes; and



- c. Review each Department-issued vehicle crash not resulting in a fatality or serious injury, and determine whether the crash was a preventable crash, a non-preventable crash, or a non-crash.
 - i. CRB personnel shall serve in an advisory capacity, having no disciplinary authority. The Chief of Police or their designee shall have the authority and responsibility to discipline subordinates.
 - ii. CRB recommendations are limited to reducing the frequency, severity, and cost of Department-issued vehicle crashes.
 - iii. CRB personnel shall submit all CRB recommendations to the Chief of Police.
 - iv. Recommendations of the CRB are not subject to review or appeal by any other existing Department boards.
 - v. The affected Department employee's Bureau Deputy Chief may override the CRB's findings.
 - vi. Recommendations may include, but are not limited to:
 - 1. Remedial or refresher training for the affected Department employee;
 - 2. Review or modification of the affected Department employee's training or tactics;
 - 3. Modification or re-evaluation of Department-issued vehicle or equipment;
 - 4. Review or modification of Department policies and procedures; and
 - 5. Evaluation of Department personnel for vision defects, stress-related problems, or other conditions affecting their fitness for duty.

N/A

N/A

2. The Chief of Police or their designee shall have final authority to decide who shall review the case if a conflict in the CRB's determination occurs.

D. Disciplinary Guidelines

- 1. CRB personnel do not have disciplinary authority.
 - a. The Chief of Police or their designee shall have the authority and responsibility to discipline subordinates.

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2. CRB personnel shall classify all preventable crashes as a Class 6 offense consistent with SOP Discipline System (refer to SOP Discipline System for sanction classifications and additional duties)

N/A

- a. The Metro Traffic Division Administrative Assistant shall forward all CRB data to the IAPS Division and the CRB.
- b. The Chief of Police or their designee shall consider mitigating and aggravating circumstances when determining the amount of discipline to be imposed, as outlined in SOP Complaints Involving Department Personnel (refer to SOP Complaints Involving Department Personnel for sanction classifications and additional duties).



3. CRB personnel shall consider the incident a non-crash when a Department-issued vehicle's damage is limited to no more than one (1) tire or rim, whether intentional or accidental, and one (1) mounted spare tire can resolve the incident.

N/A

- a. Department personnel shall report these incidents as outlined in SOP Crashes Involving Police Vehicles (refer to SOP Crashes involving Police Vehicles for sanction classifications and additional duties).

F. Photographs for Review by the CRB

1. The Metro Traffic Division Administrative Assistant shall request all crash-related photographs from the Scientific Evidence Division (SED).
 - a. Once the Metro Traffic Division Administrative Assistant collects the crash-related photos, CRB personnel shall review them.

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2-50 CRASH REVIEW BOARD (CRB) (FORMERLY SAFETY REVIEW BOARD)

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

A. Related SOP(s)

- 1-95 Metro Traffic Section Division (Formerly 4-06 and 6-3)
- ~~2-6 Use of Emergency Warning Equipment (Formerly 2-56)~~
- ~~2-46 Response to Traffic Crashes~~
- 2-47 Crashes Involving Police Vehicles (Formerly 1-18)
- 3-46 Discipline System (Formerly 1-09)

B. Form(s)

State of New Mexico Uniform Crash Report (UCR)

C. Other Resource(s)

- National Highway Traffic Safety Administration (NHTSA)
- National Safety Council (NSC)
- ~~NMSA 1978, § 66-7-209 Accident Report Form~~

D. Rescinded Special Order(s)

~~SO 19-14 Crash Review Board Attendance~~ None

2-50-1 Purpose

The purpose of this policy is to convene a Crash Review Board (CRB) to review and classify all Albuquerque Police Department-issued (Department) vehicle crashes as preventable or non-preventable. The CRB reviews ~~All preventable crashes are reviewed~~ for cause analysis to prevent similar types of crashes in the future.

2-50-2 Policy

It is the policy of the Department to provide guidelines for the CRB, which reviews all Department-issued vehicle crashes.

N/A 2-50-3 Definitions

A. Crash

~~According to the National Highway Traffic Safety Administration (NHTSA), a "crash" is defined as a~~ An unintended event resulting in injury or damage, involving one (1) or more motor vehicles, as defined by, the National Highway Traffic Safety Administration (NHTSA).



B. Non-Crash

An accident ~~that is~~ caused by an intentional act that is not a crash ~~OR or~~ any unavoidable debris, under normal driving conditions, which strikes a motor vehicle likely to cause damage.

C. Non-Preventable Crash

The Department ~~driver~~ employee exercised every reasonable precaution to prevent the crash, including making ~~due~~ the required allowances for road conditions, weather, traffic, ~~and~~ and errors, or negligence of others, ~~and~~ In addition, the ~~Department~~ employee ~~driver~~ observed applicable Department policies, procedures, and training, including the use of appropriate defensive driving tactics.

D. Preventable Crash

The Department ~~driver~~ employee failed to ~~exercise~~ make every reasonable precaution to prevent the crash, ~~this, including,~~ including, but not limited to, ~~as failure to~~ ing making due allowances for road, weather, or traffic conditions, ~~weather, traffic,~~ the errors, ~~and/or~~ negligence of others, or the ~~driver~~ Department employee's ~~failed~~ failure to observe applicable Department policies, procedures, or training, including the misuse of, or failure to use, appropriate defensive driving tactics.

6 2-50-4 Rules

N/A A. ~~The CRB personnel shall review all crashes involving Department-issued vehicles,~~ vehicles, ~~except for crashes that result in a fatality or serious injury,~~ consistent with SOP Metro Traffic Section Division (refer to SOP Metro Traffic Section Division for sanction classifications and additional duties).

A. _____

1. ~~Qualified Metro Traffic Section Division~~ Crash Reconstruction Certified personnel who serve on the CRB shall investigate crashes that result in a fatality or serious injury.

— The Department Safety Officer serves as an ex officio member and provides technical assistance to the CRB, such as loss reduction and hazard elimination principles and recognized practices and principles applicable to the crash review process.

2. _____

~~1. The CRB shall not review fatal or serious injury crashes, consistent with as outlined in SOP Traffic Section (refer to SOP Traffic Section for sanction classifications and additional duties).~~



B. Appointments to the CRB

1. The CRB shall consist of:

- a. The Metro Traffic Division Commander (chairperson);
- b. The Metro Traffic Division Lieutenant;
- c. A Metro Traffic Division Sergeant;
- d. A Metro Traffic Division Officer;
- e. One (1) Operations Review Section personnel employee, who shall review crashes involving Department-issued vehicle crashes; and
- ~~e.f. The Department Safety Officer.~~
- ~~f. The Department Risk Management Safety Officer, who shall who serves as an ex-officio member and providing technical assistance to the CRB, such as (i.e., loss reduction and hazard elimination principles, and recognized practices and principles applicable to the crash review process).~~

2. Each calendar year, the Metro Traffic Division Commander ~~Appointments~~ appoints members to the CRB ~~shall be made by the Metro Traffic Division Commander~~ each calendar year, as follows:

- a. The Metro Traffic Division Commander who acts as the (chairperson);
- b. The Metro Traffic Division Lieutenant;
- c. A Metro Traffic Division Sergeant; and
- d. A Metro Traffic Division Officer.

3. The following Department City personnel shall be Permanent Appointment ~~permanently appointed to serve on the CRB:~~

- a. The Department Risk Management Safety Officer; and
- b. An Operations Review Section personnel employee.

4. The following Department personnel shall serve as in an Advisory advisory Personnel personnel ~~position on the CRB:~~

- a. An Internal Affairs Professional Standards (IAPS) Division (civilian personnel) employee; and
- b. The Metro Traffic Division Administrative Assistant.

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C. Reviewing Crashes that Involve Department-Issued Vehicles ~~Crashes.~~

1. When reviewing Department-issued vehicle crashes, The the CRB, when reviewing Department-issued vehicle crashes, personnel shall:

- a. Post the date and time Notify the affected Department personnel employee is scheduled efor their Department-issued vehicle crash review appointment, in the Department's' document management system, time via a Department



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Memorandum, which shall be posted in the Department's document management system;

- i. The Attendance by the Department personnel employee's attendance at the CRB's vehicle crash review is voluntary; therefore no attendance, and no shall not be considered overtime is authorized is authorized.
- ii. If Department personnel attend, Only the affected Department personnel employee shall be allowed to attend the CRB.
- iii. Department personnel who were not No un involved in the crash shall not be Department personnel shall be allowed permitted to attend the review.
- iv. If the affected Department personnel employee does not wish to attend the CRB, the CRB personnel shall rely on the facts and information shall be taken from in the UCR. The CRB personnel may use Photographs photographs and video may be used from the Department issued vehicle crash investigation.
 - 1. CRB personnel shall have the authority to require If the CRB determines it is necessary to speak with that the affected Department personnel employee to attend the CRB if they determine it is necessary to speak with the affected Department employee to make a determination regarding the Department-issued vehicle crash.
 - iv. make a determination regarding the crash, it they shall have the authority to compel require the Department personnel's employee to attend attend.
 - v. When the affected Department employee wants to appear at the CRB voluntarily, but cannot Department personnel employee cannot appear at attend the scheduled CRB, due to scheduling conflicts, such as, for example, court hearings, calls for services calls, previously scheduled training, or vacation, and the affected Department personnel employee wants to voluntarily appear before the CRB, the CRB personnel review shall reschedule the review be rescheduled until the following next CRB meeting.
 - 1. CRB personnel shall This rescheduling Rescheduling the review shall occur at the request of the affected Department personnel employee.
 - 2. CRB personnel shall Only allow the affected Department employee one (1) continuance shall be allowed per crash.
- b. Utilize Follow the National Safety Council's (NSC) guidelines for classifying preventable and non-preventable crashes; and and
- c. Review each Department-issued vehicle crash not resulting in a fatality or serious injury, and make a determination of determine whether the crash was a preventable crash-crash, a non-preventable crash, or a non-crash.
 - i. The CRB shall personnel shall shall serve in an advisory capacity, having no disciplinary authority; the The Chief of Police, or their designee, has shall have the authority and responsibility to discipline subordinates.
 - ii. CRB recommendations are limited to reducing the frequency, severity, and cost of Department-issued vehicle crashes.
 - iii. CRB personnel shall submit All CRB recommendations shall be submitted to the Chief of Police.
 - iv. Recommendations of the CRB are not subject to review or appeal by any other existing Department boards.

N/A



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N/A

~~iv.v.~~ The affected Department ~~personnel's~~ employee's Bureau Deputy Chief ~~can~~ may override the CRB's findings; ~~and~~

~~v.vi.~~ Recommendations may include, but are not limited to:

1. Remedial or refresher training ~~of for~~ the affected Department ~~issued vehicle operator~~ employee;
2. Review or modification of the affected Department ~~driver~~ employee's training or tactics;
3. Modification or re-evaluation of Department-issued vehicle or equipment;
4. Review or modification of Department policies and ~~or~~ procedures; and
5. Evaluation of Department personnel for vision defects, stress-related problems, or other conditions affecting their fitness for duty.

2. The Chief of Police or their designee shall have final authority to decide who shall review the case if a conflict in the CRB's determination occurs. ~~In the event of a conflict, the Chief of Police or their designee shall have final authority to decide who shall review the case.~~

D. Disciplinary Guidelines

1. ~~The CRB personnel do not~~ has have no disciplinary authority;

~~1.a.~~ ~~the~~ The Chief of Police or their designee shall has have the authority and responsibility to discipline subordinates.

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2. CRB personnel shall classify ~~All preventable crashes shall be classified as a~~ Class 6 sanction classification ~~offense consistent with SOP Discipline System (refer to SOP Discipline System for sanction classifications and additional duties)~~

~~2.~~ ~~(Someone)~~ The Metro Traffic Division Administrative Assistant shall forward all CRB data to and shall be refer all preventable crashes to be referred to and tracked by the Internal Affairs Professional Standards (the IAPS) Division and the CRB.

7N/

~~a.~~
~~a.b.~~ The Chief of Police or their designee shall consider ~~Mitigating and aggravating circumstances shall be considered by the Chief of Police or their designee when determining the amount of discipline to be imposed, consistent with~~ as outlined in SOP Complaints Involving Department Personnel (refer to SOP Complaints Involving Department Personnel for sanction classifications and additional duties).

3. CRB personnel shall consider the incident a non-crash ~~W~~ when a Department-issued vehicle's damage is limited to no more than one (1) tire or rim, whether intentional or accidental, and one (1) mounted spare tire can ~~remedy~~ resolve the incident; ~~this shall be considered a non-crash.~~

7N/

~~3.a.~~ Department personnel shall report these incidents ~~Reporting requirements shall be consistent with~~ as outlined in SOP Crashes Involving



Police Vehicles (refer to SOP Crashes involving Police Vehicles for sanction classifications and additional duties).

~~E~~.F. Photographs for Review by the CRB

~~Department personnel who wish to present photographs at their scheduled CRB review shall contact the Metro Traffic Division Lieutenant at least five (5) days in advance.~~

~~1. The Metro Traffic Division Lieutenant shall...~~

~~2. The involved Department employee shall not remove Any any photos ordered for the purpose of presentation to the CRB. The involved Department employee shall ensure that the photos remain with the document files and shall not be removed by the person involved. The Traffic Metro Traffic Division Administrative Assistant shall request all crash-related photographs from the Scientific Evidence Division (SED).~~

~~1.~~

~~a. Once the Metro Traffic Division Administrative Assistant collects ~~ted,~~ these the crash-related photos, they shall photos shall be reviewed by the CRB personnel shall review them.~~

