-2-7 DAMAGE TO CIVILIAN PROPERTY

Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

X-XX Policy Title: None 1-35 Crime Scene Specialists

B. Form(s)

PD X Form Title: None

C. Other Resource(s)

(Placeholder. For example, Collective Bargaining Agreement between the City of Albuquerque and the Albuquerque Police Officers’ Association) None

D. Rescinded Special Order(s)

SO X Subject: None

2-7-1 Purpose

The purpose of this policy is to establish the procedures for all Albuquerque Police Department (Department) personnel when they damage civilian property that occurs in the course of their official duties.

2-7-2 Policy

It is the policy of the Albuquerque Police Department (Department) to document when personnel damage to civilian property that occurs in the course of their official duties.

2-7-3 Definitions

None

2-7-4 Procedures

A. Damage to Civilian Property may

A. When Department personnel damage civilian property, including but not limited to:

1. Backpacks;
2. Wallets;
3. Cell phones;
4. Purses;
5. Residential property; or
6. Cause vehicle damage.

4.B. If Department personnel damage civilian property, vehicle damage, and residential property in the course of their official duties, the following actions shall will be taken:

1. The primary officer shall complete a police report documenting the damage.
2. The supervisor in charge shall go on-scene and shall ensure that photographs are taken of the damage.
3. An employee shall call for a Crime Scene Specialist (CSS) consistent with SOP Crime Scene Specialist and remain at or return to the scene when it is safe and feasible to do so. The officer shall then wait on-scene until photographs of the damaged items have been taken.
4. Department personnel shall forward a copy of the Uniform Incident Report to the City of Albuquerque’s Risk Management Division at riskmgmt@cabq.gov prior to the end of their shift.
5. The supervisor shall provide Risk Management’s contact information to the property owner.

2.C. The Risk Management Division and the appropriate Deputy Chief/Area Commander shall coordinate the investigation regarding any possible liability.

D. ECC personnel shall not Officers shall not be dispatched to document damage caused by Albuquerque Fire Rescue (AFR), unless the damage they caused by them leads to a law enforcement situation that needs to be handled by the Department/ APD.

1. AFR will still be responsible for documenting damages that they caused.