



## **2-8 USE OF ON-BODY RECORDING DEVICES**

### **Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):**

#### **A. Related SOP(s)**

- 2-19 Response to Behavioral Health Issues
- 2-46 Response to Traffic Crashes
- 2-52 Use of Force: General
- 2-57 Use of Force: Review and Investigation by Department Personnel
- 2-69 Informants
- 2-70 Execution of Search Warrants
- 2-80 Arrests, Arrest Warrants, and Booking Procedures
- 2-82 Restraints and Transportation of Individuals
- 2-84 Body Cavity and Strip Searches
- 3-30 Line Inspection Process
- 5-5 Scientific Evidence Division

#### **B. Form(s)**

None

#### **C. Other Resource(s)**

- N.M. Const. art. II, § 24 Victim's Rights
- NMSA 1978, §§ 14-2-1 to 14-2-12 Inspection of Public Records Act
- NMSA 1978, §§ 31-26-1 to 31-26-16 Victims of Crime Act
- NMSA 1978, § 43-1-10 Emergency Mental Health Evaluation and Care

#### **D. Rescinded Special Order(s)**

SO 17-104 (Auto Tagging) Evidence.com CAD/RMS Integration

### **2-8-1 Purpose**

The purpose of this policy is to enhance public trust and to promote constitutional policing and professionalism through the consistent use of on-body recording devices (OBRD).

### **2-8-2 Policy**

It is the policy of the Albuquerque Police Department (Department) to establish and communicate clear guidelines regarding the appropriate use of OBRDs.

### **2-8-3 Definitions**

#### **A. Buffer Mode**



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PROCEDURAL ORDERS

**SOP 2-8**

**P&P Draft 12/15/2021**

A pre-recording mode in which the OBRD is powered on and has not been activated to record. The operation LED (light) will blink green. The OBRD captures video but no audio.

**B. Certificate for Evaluation (CforE)**

A document, completed by a qualified, licensed mental health professional, which certifies that a person, as a result of a mental disorder, presents a likelihood of harming themselves or others and that immediate detention is necessary to prevent such harm or grave passive neglect, pursuant to NMSA 1978, § 43-1-10.

**C. Community Caretaking Function**

The community caretaking function encompasses police duties that do not involve conduct related to crime solving or the enforcement of law, and which are motivated by the intention of providing aid. These functions include acting under the emergency aid doctrine, the impoundment and inventory doctrine, and the public servant doctrine.

**D. Confidential Informant (CI)**

A paid or unpaid individual who is providing information to the Department; who for reasons of personal safety or other valid considerations, requests that his/her identity be kept confidential. For the purposes of this policy, confidential informants are not considered members of the public.

**E. Constitutional Policing**

At its most fundamental definition, constitutional policing is legal policing. Law enforcement agencies and officers are obligated to uphold the U.S. Constitution, state constitution, court decisions, and the law. Constitutional policing promotes a keen awareness of the civil liberties of society. It is the responsibility of the police to protect actively people's constitutional rights in every interaction and maintain the consent of the people. True constitutional policing goes above and beyond the letter of the law. By seeking to protect people's rights during every encounter, police can improve community relations, build public trust, and promote police legitimacy and procedural justice.

**F. Contact**

Any interaction with the public during a law enforcement encounter. This is to include phone calls and direct personal interaction. Contact begins with the initial encounter and does not conclude until all intended interactions with the subject cease. Contact continues through transports until custody is transferred to another entity.

**G. Event Mode**

A mode where the OBRD records audio and video.



H. Evidence.com

A cloud-based storage repository for OBRD recordings accessible by authorized personnel.

I. Guard Duty

Department personnel assigned to monitor an individual at a medical facility.

J. Law Enforcement Encounter

Any interaction by Department personnel with individuals who are the subject of stops, detentions, and/or pat-downs based on reasonable suspicion or probable cause; any action by Department personnel for the purposes of enforcing laws and/or maintaining order; and any time Department personnel are acting pursuant to the community caretaker doctrine.

K. On-Body Recording Device (OBRD)

A video and audio recording device issued by the Department.

L. Plainclothes Officer

An on-duty sworn officer not wearing their Department-issued uniform but carrying their APD badge and firearm.

M. Prisoner Transport Duty

Department personnel assigned to the Prisoner Transport Unit and who have the sole responsibility of transporting individuals, including Department personnel who work overtime with the assigned duties of transporting individuals at the direction of a Prisoner Transport Unit (PTU) supervisor.

N. Sync Cable

A cable that allows data transfer and charging of the OBRD.

O. Undercover Officer

Pursuant to an approved undercover investigation, any officer or detective working in a covert manner who obtains information about individuals or organizations through the development of ongoing relationships with individuals or organizations.

P. Uniformed Personnel

Civilian personnel who wear a Department-authorized uniform.



**5** 2-8-4 Rules

- A. All uniformed and plainclothes sworn personnel, Police Service Aides, Property Crime Reporting Technicians, Crime Scene Specialists, Prisoner Transport Unit, and all uniformed civilian personnel will wear Department-issued OBRD while on duty. Exceptions to wearing the OBRD include:
1. Written approval by the Chief of Police, which will be limited to law enforcement personnel who do not routinely interact with the public and only when those personnel are not engaging in law enforcement or investigative encounters with the public, including any mandatory recording events. Notwithstanding this exception, all Department personnel shall record mandatory recording events.
  2. During training, unless required to wear the OBRD for training purposes;
  3. Explosive Ordnance Disposal Unit personnel, while actively working to disarm an explosive ordnance; and
  4. Any duty assignment where personnel do not carry an APD badge and firearm, including restricted duty, administrative assignment, or administrative leave.

- 7** B. The OBRD shall be worn forward facing at the beltline or above, or the middle of the torso, in a position intended to maximize the OBRD's ability to record.
- C. While on-duty, the OBRD shall be in buffer mode, unless personnel are working in an administrative capacity. Personnel working in an administrative capacity are still subject to the requirements of mandatory recording incidents.
- D. Department personnel shall ensure their OBRD is functioning properly at the beginning and end of each shift.
1. Any malfunctions of the OBRD shall be immediately reported to a supervisor.
- E. Only Department-issued OBRDs shall be used.

- 6** F. Any video created during a shift shall be uploaded by the end of the next shift. To accomplish this, personnel shall upload their OBRD at least once per shift using a docking station or through a Department-issued sync cable and computer.
1. Personnel who have scheduled days off beyond their normal duty weekends (i.e., vacation/comp time, military leave, FMLA, etc.) shall upload video(s) prior to starting their time off from work.
  2. For personnel who do not have daily recorded videos, OBRDs shall be docked at least once per workweek to charge the batteries and complete firmware updates.



Personnel may do this by using a docking station or through a Department-issued sync cable and computer.

7 G. Department personnel shall verify uploaded videos are correctly assigned an identification number (CAD number or case number) and videos are properly categorized in Evidence.com at least once per month.

H. While Department equipment prevents manipulating or deleting of an original OBRD recording, personnel are nonetheless prohibited from intentionally manipulating or deleting an original OBRD recording.

6 **2-8-5 Mandatory Recording**

A. Department personnel shall activate their OBRD for any call for service, for any other law enforcement activities that involve contact with members of the public, and for any investigative encounters involving personnel and members of the public.

B. For all mandatory recording incidents, personnel shall activate their OBRD prior to contact with individuals, except when faced with an emergency situation requiring immediate action to preserve life or safety. At the first available opportunity, personnel shall activate their OBRD immediately.

C. Examples of mandatory recording events include, but are not limited to:

1. Law enforcement encounters;
2. Traffic crashes;
3. Use of force encounters and any encounter with an individual who is known to be combative, or who becomes adversarial after the initial contact;
4. Arrests;
  - a. Personnel shall inform arrestees they are being recorded unless doing so would be unsafe, impractical, or impossible.
  - b. If an arrestee is taken to a medical facility, personnel shall strive only to record their interaction with the arrestee.
5. Detention and transport of individuals based on a CforE for emergency evaluation and care in response to behavioral health issues;
6. Incidents involving individuals known to have a behavioral health disorder or who are in a behavioral health crisis;
7. Community caretaking encounters; and
8. Searches;



- a. Vehicle searches performed without a warrant from the time the vehicle is entered until the search is concluded. Service of search warrants of vehicles will be consistent with SOPs Scientific Evidence Division and Execution of Search Warrants; and
- b. Service of search warrants of structures from the time of entry until the location is cleared and secured to allow the warrant to be executed. During the execution of the search warrant, the search will be consistent with SOPs Scientific Evidence Division and Execution of Search Warrants.
- c. When a search of a person is conducted, the OBRD shall be used, through the entirety of the search.
  - i. When conducting a strip search, officers shall position their camera to collect audio data only. Officers shall verbally record the reason for not capturing visual data. Once the strip search is over, officers shall resume recording audio and visual.
  - ii. When officers are present for a body cavity search being conducted by qualified medical personnel pursuant to a search warrant, officers shall position their camera to collect audio data only. Officers shall verbally record the reason for not capturing visual data. Once the body cavity search is over and the suspect is clothed, officers shall resume recording audio and visual.

#### 9. Prisoner Transport Duty

- a. Department personnel assigned to prisoner transport duty shall activate their OBRD prior to any direct contact with an individual, including any contact, transfer of custody, searches, transports, and movement of individuals.
  - i. Within the Prisoner Transport Center (PTC), once an individual is secured in a cell and direct contact has ceased, Department personnel may stop their OBRD because the PTC is monitored by overhead cameras. Department personnel shall keep their OBRD in buffer mode while on-duty and assigned to prisoner transport duty.

#### 10. Guard Duty

- a. Department personnel shall record contact with the individual they are assigned to monitor. If there is no direct interaction with the individual, Department personnel are not required to record; however, Department personnel shall keep their OBRD in buffer mode.

- D. For mandatory recording incidents, personnel shall record the entire law enforcement-related encounter. The law enforcement-related encounter ends when contact with the individual(s) is terminated; however, any time one of these mandatory recording incidents is not captured in its entirety for a justifiable reason, personnel shall document why it was not recorded in a report, when one is required. When no report is required, personnel shall document the reason in the Computer-Aided Dispatch (CAD).



**6 2-8-6 Prohibited Recording**

A. Personnel shall not activate their OBRD:

1. During any investigative interactions involving a CI;
2. During personal activities and private conversations between Department personnel that do not involve calls for service or do not involve any other law enforcement or investigative encounters with a member of the public;
3. At locations where recordings are prohibited by law, unless permission is obtained to record; and
4. In sensitive areas such as restrooms or locker rooms, unless the encounter is a mandatory recording incident.

**7** B. In the event personnel inadvertently record a prohibited recording incident, personnel shall categorize the video as "Restricted".

**N/A 2-8-7 Discretionary Recording**

- A. For non-mandatory recording events and unless prohibited from recording, personnel have discretion to activate their OBRD when personnel reasonably believe it would be appropriate or valuable to document circumstances. In exercising this discretion, personnel should balance the need to record with legitimate privacy concerns.
- B. Discretionary recording is allowed when a scene is being processed by investigative units or the Scientific Evidence Division (SED) in which the scene is secured and absent of public contact.

**6 2-8-8 Supervisor Responsibilities**

A. Supervisors shall:

1. Verify the OBRD of personnel under their command is functioning properly by observing the OBRD in buffer mode during routine equipment inspections. The operation LED (light) will blink green;
2. Ensure any reported malfunctioning OBRDs are exchanged for a working OBRD upon discovery of the malfunction or that the OBRD is returned to proper working order by the SED. SED is available 24/7 to ensure personnel are equipped with a functioning OBRD;

**N/A** 3. Supervisors shall review the OBRD recordings involving a Level 1 use of force, consistent with SOP Use of Force: Review and Investigation by Department Personnel (refer to SOP Use of Force: Review and Investigation by Department Personnel for sanction classifications and additional duties);



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N/A

4. Review entire OBRD recording(s) of any duty-related injuries to officers listed in a report not resulting in a use of force;
5. Review entire OBRD recording(s) for sworn personnel involved in a foot pursuit not resulting in a use of force;
6. Review all related OBRD recording(s) for complaints involving Department personnel reported directly to the supervisor;
7. Refer any policy violation, consistent with SOP Complaints Involving Department Personnel and initiate an Internal Affairs Request (IAR) (refer to SOP Complaints Involving Department Personnel for sanction classifications and additional duties); and
8. Perform a monthly video inspection, which will be completed on or before the last day of each month.
  - a. To complete the video inspection, the supervisor will review two randomly selected mandatory recording incident videos in their entirety for each assigned personnel to:
    - i. Ensure personnel are using OBRD as outline in this Standard Operating Procedure (SOP);
    - ii. Identify any concerns or deficiencies in training, equipment, tactics, and/or policy;
    - iii. Identify and report policy violations;
    - iv. Identify other areas in which additional training or guidance is needed; and,
    - v. Identify commendable work performance.
  - b. When concerns or deficiencies in training, equipment, tactics and/or policy, or policy violations are identified, supervisors shall initiate an Internal Affairs request.
  - c. When commendable work performance, which merits recognition for a "job well done" or award nomination is identified, a request should be initiated through the Internal Affairs database web application.
  - d. For each video reviewed, complete the monthly line inspection form found under the Supervision tab on the APD Web.

B. Lieutenants shall:

1. By the last day of the month, complete an OBRD video review and complete the Lieutenant OBRD Review form for videos reviewed by a subordinate sergeant;
2. Each month, chose two (2) sworn personnel who work under their supervision to conduct an OBRD video review on videos that were reviewed by a subordinate sergeant;
  - a. The lieutenant shall select different officers each month.



- b. If a lieutenant does not have any sergeants assigned or does not have sergeants who had videos to review, the lieutenant shall not be obligated to complete this review.
3. Ensure the sergeant conducted a proper review and identified any items listed in 2-8-8 of this Standard Operating Procedure (SOP); and
4. If there is any discrepancy identified during their review, initiate an Internal Affairs Request (IAR) through the IA database web application for a potential policy violation, consistent with SOP Complaints Involving Department Personnel.

**2-8-9 Retention and Release**

- A. Any public release of an OBRD shall comply with the Inspection of Public Records Act (IPRA), NMSA 1978, §§ 14-2-1 to 14-2-12.
- B. All non-evidentiary videos will be retained for 120 days and then they will be automatically deleted by the system.

**7 2-8-10 Training Requirements**

- A. All Department personnel must complete mandatory training before using OBRDs.
- B. Department personnel shall receive additional training when an upgrade of the system occurs or when there is a policy change.
- C. Newly promoted supervisors shall receive additional training related to supervisor responsibilities about OBRD.
- D. The OBRDs and their content belong to the Department and may be used for training purposes. Any OBRD footage used for training purposes shall be pulled from adjudicated cases. The Department shall not use OBRD footage that would otherwise be protected by N.M. Const. art. II, § 24. Victim's Rights, and the Victims of Crime Act, NMSA 1978, §§ 31-26-1 to 31-26-16, unless the victim provides written consent.



## 2-8 USE OF ON-BODY RECORDING DEVICES

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

A. Related SOP(s)

- ~~1-87 Scientific Evidence Division (Currently 5-5)~~
- ~~2-19 Response to Behavioral Health Issues~~ [2-19 Response to Behavioral Health Issues](#)
- ~~2-46 Response to Traffic Crashes~~ [2-46 Response to Traffic Crashes](#)
- ~~2-52 Use of Force - General~~ [2-52 Use of Force: - General](#)
- ~~2-57 Use of Force - Review and Investigation by Department Personnel~~ [2-57 Use of Force: - Review and Investigation by Department Personnel](#)
- ~~2-69 Informants~~ [2-69 Informants](#)
- ~~2-70 Execution of Search Warrants~~ [2-70 Execution of Search Warrants](#)
- ~~2-80 Arrests, Arrest Warrants, and Booking Procedures~~ [2-80 Arrests, Arrest Warrants, and Booking Procedures](#)
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- ~~3-30 Line Inspection Process~~ [3-30 Line Inspection Process](#)
- ~~5-5 Scientific Evidence Division~~

B. Form(s)

=None

C. Other Resource(s)

- N.M. Const. art. II, § 24 Victim's Rights
- NMSA 1978, §§ 14-2-1 to 14-2-12 Inspection of Public Records Act
- NMSA 1978, §§ 31-26-1 to 31-26-16 Victims of Crime Act
- NMSA 1978, § 43-1-10 Emergency Mental Health Evaluation and Care

D. Rescinded Special Order(s)

- ~~SO 17-104 (Auto Tagging) Evidence.com CAD/RMS Integration~~
- ~~SO 18-70 OBRD Footage Retention~~

### 2-8-1 Purpose

The purpose of this policy is to enhance public trust and to promote constitutional policing and professionalism through the consistent use of on-body recording devices (OBRD).

### 2-8-2 Policy



It is the policy of the Albuquerque Police Department (Department) to establish and communicate clear guidelines regarding the appropriate use of OBRDs.

### **2-8-3 Definitions**

#### **A. Buffer Mode**

A pre-recording mode in which the OBRD is powered on and has not been activated to record. The operation LED (light) will blink green. The OBRD captures video but no audio.

#### **B. Certificate for Evaluation (CforE)**

A document, completed by a qualified, licensed mental health professional, which certifies that a person, as a result of a mental disorder, presents a likelihood of harming themselves or others and that immediate detention is necessary to prevent such harm or grave passive neglect, pursuant to NMSA 1978, § 43-1-10.

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#### **F. Contact**

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phone calls and direct personal interaction. Contact begins with the initial encounter and does not conclude until all intended interactions with the subject cease. Contact continues through transports until custody is transferred to another entity.

~~F~~. G. Event Mode

A mode where the OBRD records audio and video.

~~G~~. H. Evidence.com

A cloud-based storage repository for OBRD recordings accessible by authorized personnel.

~~H~~. I. Guard Duty

Department personnel assigned to monitor an ~~subject~~ individual at a medical facility. ~~Department personnel are required to record contact with the subject they are assigned to monitor. Should there be no direct interaction with the subject, department personnel are not required to record; however, the OBRD shall remain in buffer mode.~~

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Any interaction by Department personnel with individuals who are the subject of stops, detentions, and/or pat-downs based on reasonable suspicion or probable cause; any action by Department personnel for the purposes of enforcing laws and/or maintaining order; and any time Department personnel are acting pursuant to the community caretaker doctrine.

~~J~~. K. On-Body Recording Device (OBRD)

A video and audio recording device issued by the Department.

~~K~~. L. Plainclothes Officer

An on-duty sworn officer not wearing their Department-issued uniform but carrying their APD badge and firearm.

M. Prisoner Transport Duty

Department personnel assigned to the Prisoner Transport Unit and who have the sole responsibility of transporting ~~subjects~~ individuals, including ~~— This is to include any~~ Department personnel who working overtime with the assigned duties of transporting ~~subjects~~ individuals at the direction of a Prisoner Transport Unit (PTU) supervisor.

~~L~~. N. Sync Cable

A cable that allows data transfer and charging of the OBRD.



~~M.O.~~ Undercover Officer

Pursuant to an approved undercover investigation, any officer or detective working in a covert manner who obtains information about individuals or organizations through the development of ongoing relationships with individuals or organizations.

~~N.P.~~ Uniformed Personnel

~~Sworn~~ Civilian Personnel ~~personnel who~~ wearing a Department-authorized uniform.

**5** 2-8-4 Rules

A. All uniformed and plainclothes sworn personnel, Police Service Aides, Property Crime Reporting Technicians, Crime Scene Specialists, Prisoner Transport Unit, and all uniformed civilian personnel will wear Department-issued OBRD while on duty. Exceptions to wearing the OBRD include:

1. Written approval by the Chief of Police, which will be limited to law enforcement personnel who do not routinely interact with the public and only when those personnel are not engaging in law enforcement or investigative encounters with the public, including any mandatory recording events. Notwithstanding this exception, all Department personnel shall record mandatory recording events.
2. During training, unless required to wear the OBRD for training purposes;
3. Explosive Ordnance Disposal Unit personnel, while actively working to disarm an explosive ordnance; and
4. Any duty assignment where personnel do not carry an APD badge and firearm, including restricted duty, administrative assignment, or administrative leave.

**7** B. The OBRD shall be worn forward facing at the beltline or above, or the middle of the torso, in a position intended to maximize the OBRD's ability to record.

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D. ~~Department Personnel~~ personnel shall ensure their OBRD is functioning properly at the beginning and end of each shift.

1. Any malfunctions of the OBRD shall be immediately reported to a supervisor.

E. Only Department-issued OBRDs shall be used.



F. Any video created during a shift shall be uploaded by the end of the next shift. To accomplish this, personnel shall upload their OBRD at least once per shift using a docking station or through a Department-issued sync cable and computer.

1. Personnel who have scheduled days off beyond their normal duty weekends (i.e., vacation/comp time, military leave, FMLA, etc.) shall upload video(s) prior to starting their time off from work.
2. For personnel who do not have daily recorded videos, OBRDs shall be docked at least once per workweek to charge the batteries and complete firmware updates. Personnel may do this by using a docking station or through a Department-issued sync cable and computer.

7 G. Department personnel shall verify uploaded videos are correctly assigned an identification number (CAD number or case number) and videos are properly categorized in Evidence.com at least once per month.

~~G.~~ H. While Department equipment prevents manipulating or deleting of an original OBRD recording, personnel are nonetheless prohibited from intentionally manipulating or deleting an original OBRD recording.

6 **2-8-5 Mandatory Recording**

- A. ~~Department Personnel~~ personnel shall activate their OBRD for any call for service, for any other law enforcement activities that involve contact with members of the public, and for any investigative encounters involving personnel and members of the public.
- B. For all mandatory recording incidents, personnel shall activate their OBRD prior to contact with individuals, except when faced with an emergency situation requiring immediate action to preserve life or safety. At the first available opportunity, personnel shall activate their OBRD immediately.
- C. Examples of mandatory recording events include, but are not limited to:
  1. Law enforcement encounters;
  2. Traffic crashes;
  3. Use of force encounters and any encounter with an individual who is known to be combative, or who becomes adversarial after the initial contact;
  4. Arrests;
    - a. Personnel shall inform arrestees they are being recorded unless doing so would be unsafe, impractical, or impossible.
    - b. If an arrestee is taken to a medical facility, personnel shall strive only to record their interaction with the arrestee.



5. Detention and transport of individuals based on a CforE for emergency evaluation and care in response to behavioral health issues;
6. Incidents involving individuals known to have a behavioral health disorder or who are in a behavioral health crisis;
7. Community caretaking encounters; and
8. Searches;
  - a. Vehicle searches performed without a warrant from the time the vehicle is entered until the search is concluded. Service of search warrants of vehicles will be consistent with SOPs Scientific Evidence Division and Execution of Search Warrants; and
  - b. Service of search warrants of structures from the time of entry until the location is cleared and secured to allow the warrant to be executed. During the execution of the search warrant, the search will be consistent with SOPs Scientific Evidence Division and Execution of Search Warrants.
  - c. When a search of a person is conducted, the OBRD shall be used, through the entirety of the search.
    - i. When conducting a strip search, officers shall position their camera to collect audio data only. Officers shall verbally record the reason for not capturing visual data. Once the strip search is over, officers shall resume recording audio and visual.
    - ii. When officers are present for a body cavity search being conducted by qualified medical personnel pursuant to a search warrant, officers shall position their camera to collect audio data only. Officers shall verbally record the reason for not capturing visual data. Once the body cavity search is over and the suspect is clothed, officers shall resume recording audio and visual.

#### 9. Prisoner Transport Duty

- a. Department personnel assigned to prisoner transport duty shall activate their OBRD prior to any direct contact with an ~~subject~~ individual, including. ~~This is to include any contact, transfer of custody, searches, transports, and movement of subjects~~ individuals.
  - i. Within the Prisoner Transport Center (PTC), once an ~~subject~~ individual is secured in a cell and direct contact has ceased, Department personnel may stop their OBRD as because the Prisoner Transport Center PTC is monitored by overhead cameras. Department personnel shall keep their ~~The~~ OBRD ~~shall remain~~ in buffer mode while on-duty and assigned to prisoner transport duty.

#### 10. Guard Duty



~~Department personnel are required to~~ shall record contact with the ~~subject individual they are assigned to monitor. If Should there is~~ be no direct interaction with the ~~subject individual.~~ Department personnel are not required to record; however, Department personnel shall keep their OBRD shall remain in buffer mode.

~~#a.~~

~~D.~~ For mandatory recording incidents, personnel shall record the entire law enforcement-related encounter. The law enforcement-related encounter ends when contact with the individual(s) is terminated; ~~h.~~

~~E.~~ However, Any any time one of these mandatory recording incidents is not captured in its entirety for a justifiable reason, personnel shall document why it was not recorded in a report, when one is required. When no report is required, personnel shall document the reason in the Computer-Aided Dispatch (CAD).

**6 2-8-6 Prohibited Recording**

A. Personnel shall not activate their OBRD:

1. During any investigative interactions ~~with~~ involving a CI;
2. During personal activities and private conversations between Department personnel that do not involve calls for service or do not involve any other law enforcement or investigative encounters with a member of the public;
3. At locations where recordings are prohibited by law, unless permission is obtained to record; and
4. In sensitive areas such as restrooms or locker rooms, unless the encounter is a mandatory recording incident.

**7** B. In the event personnel inadvertently record a prohibited recording incident, personnel shall categorize the video as "Restricted".

**N/A 2-8-7 Discretionary Recording**

A. For non-mandatory recording events and unless prohibited from recording, personnel have discretion to activate their OBRD when personnel reasonably believe it would be appropriate or valuable to document circumstances. In exercising this discretion, personnel should balance the need to record with legitimate privacy concerns.

B. Discretionary recording is allowed when a scene is being processed by investigative units or the Scientific Evidence Division (SED) in which the scene is secured and absent of public contact.

**6 2-8-8 Supervisor Responsibilities**



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A. Supervisors shall:

1. Verify the OBRD of personnel under their command is functioning properly by observing the OBRD in buffer mode during routine equipment inspections. The operation LED (light) will blink green;=
2. Ensure any reported malfunctioning OBRDs are exchanged for a working OBRD upon discovery of the malfunction or that the OBRD is returned to proper working order by the SED. SED is available 24/7 to ensure personnel are equipped with a functioning OBRD;=
3. Supervisors shall review the OBRD recordings involving a Level 1 use of force, consistent with SOP Use of Force: Review and Investigation by Department Personnel (refer to SOP Use of Force: Review and Investigation by Department Personnel for sanction classifications and additional duties);=
4. Review entire OBRD recording(s) of any duty-related injuries to officers listed in a report not resulting in a use of force;=
5. Review entire OBRD recording(s) for sworn personnel officers involved in a foot pursuit not resulting in a use of force;=
6. Review all related OBRD recording(s) for complaints involving Department personnel reported directly to the supervisor;=
7. Refer any policy violation, consistent with SOP Complaints Involving Department ~~Policy and Personnel~~ and initiate an Internal Affairs Request (IAR) request (refer to SOP Complaints Involving Department Personnel for sanction classifications and additional duties); and;
8. Perform a monthly video inspection, which will be completed on or before the last day of each month.
  - a. To complete the video inspection, the supervisor will review two randomly selected mandatory recording incident videos in their entirety for each assigned personnel to:
    - i. Ensure personnel are using OBRD ~~per the policy~~ as outline in this Standard Operating Procedure (SOP);
    - ii. Identify any concerns or deficiencies in training, equipment, tactics, and/or policy;
    - iii. Identify and report policy violations;
    - iv. Identify other areas in which additional training or guidance is needed; and,
    - v. Identify commendable work performance.
  - b. When concerns or deficiencies in training, equipment, tactics and/or policy, or policy violations are identified, supervisors shall initiate an Internal Affairs request.

N/A

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- c. When commendable work performance, which merits recognition for a "job well done" or award nomination is identified, a request should be initiated through the Internal Affairs database web application BlueTeam.
- d. For each video reviewed, complete the monthly line inspection form found under the Supervision tab on the APD Web.

B. Lieutenants shall:

1. By the last day of the month, ~~complete, by the last day of the month,~~ an OBRD video review and complete the Lieutenant OBRD Review form for videos reviewed by a subordinate sergeant;
2. Each month, chose two (2) sworn personnel who work under their supervision to conduct an OBRD video review on ~~These videos should be~~ videos which that were reviewed by a subordinate sergeant;
  - a. The lieutenant shall select different officers each month.
  - b. If ~~Should~~ a lieutenant does not have ~~no~~ any sergeants assigned or does not have sergeants who had ~~no~~ videos to review, the lieutenant shall not be obligated to complete this review.
3. Ensure the sergeant conducted a proper review and identified any items listed in 2-8-8 of this ~~policy~~ Standard Operating Procedure (SOP); and
- d. If there is any discrepancy identified ~~in this~~ during their review, the lieutenant shall initiate an Internal Affairs Request (IAR) ~~via BlueTeam~~ through the IA database web application for a potential policy violation, consistent with SOP Complaints Involving Department ~~Policy or~~ Personnel.

**2-8-9 Retention and Release**

- A. Any public release of an OBRD shall comply with the Inspection of Public Records Act (IPRA), NMSA 1978, §§ 14-2-1 to 14-2-12.
- B. All non-evidentiary videos will be retained for 120 days and then they will be automatically deleted by the system.

**7 2-8-10 Training Requirements**

- A. All Department personnel must complete mandatory training before using OBRDs.
- B. ~~Personnel~~ Department personnel shall receive additional training when an upgrade of the system occurs or when there is a policy change.
- C. Newly promoted supervisors shall receive additional training related to supervisor responsibilities about OBRD.



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- D. The OBRDs and their content belong to the Department and may be used for training purposes. Any OBRD footage used for training purposes shall be pulled from adjudicated cases. The Department shall not use OBRD footage that would otherwise be protected by N.M. Const. art. II, § 24. Victim's Rights, and the Victims of Crime Act, NMSA 1978, §§ 31-26-1 to 31-26-16, unless the victim provides written consent.

REDLINED