



**3-15 \_\_\_\_\_ SWORN PERSONNEL POSITIONS AND SENIORITY**

**Related SOP(s), Forms(s), Other Resource(s), and Rescinded Special Order(s):**

A. Related SOP(s)

~~X XX Policy Title None~~

B. Form(s)

~~None PD X Form Title~~

C. Other Resource(s)

~~(Placeholder. For example, City of Albuquerque and Albuquerque Police Officers' Association Collective Bargaining Agreement Collective Bargaining Agreement between the City of Albuquerque and the Albuquerque Police Officers' Association (CBA))~~

D. Rescinded Special Order(s)

~~SO X Subject None~~

~~None~~

**3-15-1 \_\_\_\_\_ Purpose**

~~It is the purpose of this policy and the Albuquerque Police Department (Department) to establish ranks and recognize seniority among Albuquerque Police Department (Department) sworn personnel based upon the current Collective Bargaining Agreement (CBA) between the City of Albuquerque and the Albuquerque Police Officers' Association. It is the purpose of the Department to establish ranks among the sworn personnel of the Department.~~

**3-15-2 \_\_\_\_\_ Policy**

~~It is the policy of the Department to establish seniority among the ranks of all sworn personnel.~~

~~It is the policy of the Albuquerque Police Department (Department) to adhere to the chain of command of the established ranks.~~

N/A

**3-15-3 \_\_\_\_\_ Definitions \_\_\_\_\_ (if applicable)**

A. Department Seniority

~~The relative position of an employee to all other employees within the Department. Furthermore, "department seniority" is Seniority in rank or the position of Department personnel in relationship to other personnel of the same rank.~~

~~The title of defined word or unit.~~



~~Describe terminology used.~~

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**3-15-4      Sworn Personnel Positions**

A. ~~A Police~~ Lieutenant shall:

1. ~~Be a~~ A commanding officer who may supervise an area command, section, or unit, or area command; and,
2. ~~A lieutenant~~ Performs administrative and supervisory duties under the direction of a commander or civilian equivalent.

B. ~~A Police~~ Sergeant shall:

1. ~~Be a~~ A superior officer who may supervise personnel; and
  - a. ~~A Sergeant~~ may also be designated as a commanding officer.
2. ~~A sergeant~~ Supervises activities at an operational level under the direction of a Lieutenant or civilian equivalent.

C. ~~An Police~~ Officer shall:

1. ~~Be Sworn personnel who are~~ certified as a law enforcement officers through the New Mexico Department of Public Safety (DPS); and
2. ~~Be Police officers shall be u~~ Under the direct supervision of a sergeant or first-line supervisor.

**3-15-5      Seniority**

A. Seniority shall be determined by:

By r~~Rank;~~

1. ~~By e~~ Continuous service in rank;
2. ~~By e~~ Continuous service with the Department;
3. ~~By the~~ initial date of hire by the Department, if sworn personnel employed were employed by the Department prior to the beginning of the sworn personnel's cadet class; and



- a. All those hired at the beginning of a cadet/lateral class shall be ranked by academic standing upon graduation; and
  - b. The time Employees/those Time acquired by those pre-hired for the purpose of Department employment until such time as an Academy Division class begins ~~does~~ will not count towards class rank/seniority; and
4. By the Terms specified in the current Collective Bargaining Agreement between the City of Albuquerque CBA.

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B. Order of Precedence

- 1. Employees/Department Personnel of the same rank shall take precedence according to the date of their appointment to their respective rank or grade.
  - a. In the event of a tie, seniority shall be determined by class rank.
- 2. Among sworn personnel who are Field Services Bureau (FSB) sworn personnel/patrol officers or investigators, the positions of cadet or recruit officer, patrol officer second class, and patrol officer first class are separate ranks.

~~Where two (2) or more employees are working together on the same assignment and are of equal rank, seniority shall not be exercised except in an emergency necessitating it unless, by competent authority, one (1) employee has been designated as being in command, by a supervisor. competent authority. 3-15-34~~

**Descriptions Rules and Responsibilities or Procedures**

~~Police Lieutenant~~

~~A commanding officer who may supervise a section, unit, or area. A lieutenant performs administrative and supervisory duties under the direction of a commander or civilian equivalent.~~

~~Police Sergeant~~

~~A superior officer who may supervise personnel. A sergeant may also be designated as a commanding officer.~~

~~Supervises activities at an operational level under the direction of a lieutenant or civilian equivalent.~~

~~Police Officer~~

~~Personnel who are certified law enforcement officers through the New Mexico Department of Public Safety.~~

~~Police officers shall be under the direct supervision of a sergeant or first line supervisor.~~



ALBUQUERQUE POLICE DEPARTMENT  
ADMINISTRATIVE ORDERS

**SOP 3-15**

**OPA Draft 04/07/2021**

~~Reserve Officer~~

~~=====~~

- ~~3. A part-time, unsalaried, certified civilian volunteer who has police authority while on duty and under the supervision of a sworn full-time officer.~~

REVIEW