



6-8 Specialized Tactical Units

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6-8-1 Policy

The need to utilize a highly disciplined, well trained and well equipped specialized unit in violent confrontations, hostage situations, armed and barricaded suspect encounters, high risk arrests or the execution of search and arrest warrants in barricaded, armed suspects, high risk encounters, and the execution of dangerous search or arrest warrants, is patently obvious and reasonable.

The Department adopts a policy of ongoing analysis and review of tactical operations and establishes clear command and control protocols. This effort is undertaken with the intent of providing police officials with the requisite tools and capabilities to safely respond to violent and highly dangerous situations so as to uphold the law, protect the community, its citizens and police officers, and to safeguard the constitutional rights of those accused of criminal conduct.

6-8-2 Objective

The primary objective of this policy is to facilitate and support SWAT and tactical duties, including the implementation of crisis negotiation team activities, to include, but not limited to, hostage situations, barricaded and armed subjects, high risk arrests, execution of search and arrest warrants with exigent or dangerous circumstances, major jail disturbances, civil disturbances, and specialized patrol functions.

6-8-3 Definitions

- A. Precision Rifle Observer (P.R.O): An Albuquerque Police Department Tactical Officer with the additional responsibility of being assigned a precision rifle.
- B. Minute of angle: An angular unit of measure which is equal to 1" at 100 yards, 2" at 200 yards, 3" at 300 yards and so on.
- C. Groups or Grouping: A series of three to five rounds fired from the same position using the same aiming point. This is used to show how consistent a rifle is performing or to diagnose a shooter's performance.
- D. Coordinated fire: When two or more P.R.Os fire simultaneously in an effort to defeat a barrier, ensure immediate incapacitation or address multiple targets at the same time.
- E. Match Grade Ammo: Refers to ammunition that is suitable for a competitive match that is made, designed, and manufactured such that they have extremely tight tolerances, a high level of accuracy and rigid quality control.



F. Open air solution: Is utilized by the P.R.O team to neutralize a threat

G. Barrier round: A round chosen for and designed to penetrate intermediate barriers such as glass while retaining a large portion of the round.

6-8-34 Rules and Responsibilities

A. Personnel

1. Commander

The Commander will oversee, supervise and maintain responsibility for the Special Operations Division.

2. Tactical Commander (Command and Control)

The Tactical Commander is a Lieutenant assigned to the tactical section. The Lieutenant will control all tactical operations, critical incidents, and tactical team deployments.

3. SWAT Sergeant

The Sergeant is the direct supervisor of the SWAT team during tactical operations and daily activities.

4. Team Leader

The Team Leader is a member of the SWAT team, and based on his/her performance and experience, is selected to assist the SWAT Sergeant with mission planning, deployment of officers during incidents and act as a tactical advisor prior to and during SWAT activation.

5. Assistant Team Leader

The Assistant Team Leader is a member of the SWAT team, and based on his/her performance and experience, is selected to assist the SWAT Team Leader as necessary and substitute for the SWAT Team Leader in the event of the SWAT Team Leader's absence.

6. High Ground Team Leader

a. The High Ground Team Leader is a member of the SWAT team and based on his/her performance and experience, is selected to be responsible for the SWAT team's high ground element.



- b. The High Ground Team Leader coordinates SWAT training and maintains SWAT training records and coordinates with the SWAT sergeant on high ground officer deployment during activations.

7. Precision Rifle Observer (PRO)

- a. A member of the Tactical Unit provide relevant, accurate and updated information to assist in the development of a tactical plan and to provide precision rifle fire as necessary to protect involved citizens and Law Enforcement officers.

B. SWAT Teams Specifically

1. In addition to assigned duties and responsibilities, the SWAT teams provide supplemental staffing for other divisions as they may be assigned, and also may provide assistance to other law enforcement agencies when so designated. If the services provided will be tactical in nature, the operation will be pre-planned and approved with the Tactical Lieutenant.
 - a. When not on activation, training, or tactical assignments, the SWAT teams will also be utilized to respond to calls for service. Dispatchers are authorized to direct calls for police service to team officers.
 - b. The Tactical Team Sergeant is responsible to assign ing teams to specific area commands.
 - c. When a request for assistance is approved by the Commander, Tactical Commander, or SWAT Sergeant, a SWAT team may be assigned to assist tactical teams from other jurisdictions
2. SWAT Teams will be requested to respond to the following critical events:
 - a. Hostage situations;
 - b. Barricaded subjects that meet the criteria of the [Hostage, Suicidal and Barricaded Subject SOP](#);
 - c. Sniper situations;
 - d. Execution of high risk or potentially dangerous arrests in accordance with established policies;
 - e. Execution of high risk search/arrest warrants when there are exceptional circumstances;
 - f. Dignitary protection details;
 - g. Major jail disturbances; and
 - h. Major civil disturbance support.
3. Any team member may request SWAT activation after receipt of approval from the Tactical Section Commander.
4. SWAT team leaders and members must be familiar with the mission, goals, policies, and objectives of not only their respective team, but also section and division.



5. SWAT personnel are expected to promote efficient, effective, and professional services, as well as to build professional working relationships in the team and Department. Noncompliance with these objectives will result in removal from the division and reassignment to another position in accordance to applicable City and Department personnel rules.

C. Training

1. All personnel will be required to participate in periodic in-service training. Training will be determined by the Tactical Commander to meet the needs of the Department, as well as of the team. In addition, internal training will be conducted at least one day a week, alternating between the following topics:
 - a. Command and control;
 - b. Containment;
 - c. Entry;
 - d. Apprehension;
 - e. Rescue;
 - f. Weapons proficiency;
 - g. De-escalation;
 - h. Use of Force;
 - i. Crisis Intervention;
 - j. Defensive tactics; and
 - k. Other topics as determined by the Tactical Commander.
2. A quarterly physical fitness test will be given to each officer, who must meet the minimum requirements. At a minimum, this test will include the following:
 - a. Officers will run the SWAT obstacle course wearing BDU pants, duty/call-out boots, a tactical vest, and a helmet. To pass, officers must complete the obstacle course in four minutes, thirty-five seconds (4:35) or less.
 - b. Once a year officers will participate in the Department physical assessment. Tactical officers must complete each category of the assessment with a minimum rating of 60%, except for the 1.5 mile run. To pass, the 1.5-mile run must be completed in twelve minutes, twenty seconds (12:20) or less. Additionally, each officer will meet an overall minimum assessment rating of 80%.
 - c. Officers will be allowed to re-test within three months of failing a physical fitness test. If officers do not comply with standards within three months, they will be removed from SWAT, unless there is a documented injury.
 - d. Officers at the rank of lieutenant or above will be exempt from the above provisions.
3. All personnel will maintain proficiency with their assigned weapons. See the [Firearms and Ammunition Authorization SOP](#).



- a. Each quarter, team members assigned to high ground element will shoot ten rounds to qualify. Members will shoot at varying distances, positions, and lighting conditions. Officers will be issued ammunition for this purpose.
- b. Semiannually, all team member will fire 40mm launchers.
- c. Team members will maintain firearms proficiency and qualify semiannually with their assigned handguns, M-4, shotguns, and any other firearm they are authorized to carry. This requirement is in addition to other Department qualifications contained in the [Firearms and Ammunition Authorization SOP](#).

4. Training in Barricaded Operations

- a. On an ongoing and minimum monthly basis, APD shall train specialized tactical units conducting barricaded gunman operations on competencies and procedures that include: threat assessment to determine the appropriate response and necessary resources, mission analysis, determination of criminal offense, determination of mental illness, requirements for search warrant prior to entry, communication procedures, and the role of the Crisis Negotiation Team.
- b. This evaluation training will be completed with an approved scenario and will include SWAT, K9, EOD, and CNT. **Quarterly Scenario is more appropriate do to with everyone.*

D. Crisis Negotiation Team

1. Policy

- a. A Crisis Negotiation Team (CNT) is established for the purpose of safely resolving tactical activations *or response to subjects who are in crisis in an elevated position*, even while attempting to avoid unnecessary and unreasonable risk of harm to the subject of the crisis incident and/or other victims, citizens and officers.
- b. While the method by which any tactical activation may be ultimately resolved is determined by the circumstances and the subject in crisis' behavior, the CNT's underlying goal is to undertake reasonable and safe efforts to obtain a non-violent resolution of the crisis incident.

2. Procedures

The CNT will employ reasonable and safe techniques in an effort to de-escalate the crisis situation requiring a tactical activation *or response to subjects who are in crisis in an elevated position, ie threatening to jump from a bridge or building where a full tactical activation would not meet the threat assessment or matrix*. The techniques will include, among other things, crisis and individual assessment, verbal de-escalation techniques, crisis/suicide intervention, active listening, and non-threatening, nonjudgmental communication intended to reduce tension, lower rising emotions and calm the subject and crisis situation.



3. Deployment

- a. Trained on-call CNT personnel will be deployed to attempt to resolve crisis incidents requiring tactical activation, including, but not limited to:
 - i. Hostage incidents;
 - ii. Barricaded subjects that meet the criteria of the [Hostage, Suicidal, and Barricaded Subject SOP](#);
 - iii. Sniper situations;
 - iv. Execution of search or arrest warrants with exigent circumstances;
 - v. Major disturbances at jails or detention facilities;
 - vi. Mass civil disturbances or demonstrations;
- b. The CNT will be used in conjunction with the SWAT and will be deployed whenever SWAT is activated to respond to a situation.
- c. *Response to subjects who are in crisis at an elevated position, ie threatening to jump from a bridge or building where a full tactical activation would not meet the threat assessment or matrix.*
 - 1. CNT response to this request will be approved through the Tactical Commander or SOD Commander only after the Crisis Intervention Unit has been contacted and responded.
 - 2. Response will not be considered a tactical activation but only another resource to assist units in these types of situations. Incident Command will still be maintained by the incident commander at the scene and not the Tactical Section.

4. CNT Composition

- a. The CNT is composed of supervisors and officers who serve in an additional/collateral duty capacity. They are specialists who focus on and employ verbal de-escalation techniques in an effort to reasonably and safely defuse dangerous, life threatening situations or specific crisis incidents. Those techniques include crisis and individual assessments, crisis/suicide intervention, active listening and non-threatening, nonjudgmental communication intended to reduce tension, lower rising emotions, and calm the subject in crisis and the crisis situation.
- b. The CNT is comprised of a CNT Lieutenant with a minimum of one(1) CNT Team Leader Sergeant, Primary Negotiator, Secondary Negotiator, Scribe, Information Officer/Intern and a BSD Mental Health Consultant. **These team members will have the following responsibilities**

**A lieutenant is not always available due to manning issues. Also creates another layer of miscommunication. LT only came into effect about 2 years ago.*

5. CNT Member Selection Process

- a. Lieutenant (if applicable):



- i. The candidates for the CNT Lieutenant position will have a history of demonstrated leadership ability.
 - ii. The candidate will have experience in crisis management and negotiation skills.
 - iii. The candidate will demonstrate the ability to develop and implement CNT training curricula and lesson plans.
 - iv. The candidate will have the ability to coordinate CNT training schedules, including annual, semiannual, and joint training exercises.
 - v. The candidate will demonstrate the ability to coordinate and work with crisis negotiating teams from federal, state and local law enforcement agencies.
 - vi. The candidate must possess the knowledge, skill and ability to review existing CNT policies and to recommend, create, and implement new CNT policies and procedures as necessary to achieve the goals of safely resolving crisis incidents without unnecessary risk of harm to the safety of subjects in crisis, as well as any victims, other citizens, and officers.
- b. CNT Team Leader Sergeant will:
- i. Have demonstrated leadership ability.
 - ii. Have experience in crisis management and negotiations.
 - iii. Submit a completed transfer request form.
 - iv. Successfully participate in an oral board interview. The oral board will consist of, at a minimum, a joint interview and review of the applicant's qualifications by a CNT Lieutenant, Tactical Unit Supervisor, CNT Team Leader and a Behavioral Sciences Division (BSD) (Mental Health Consultant) Representative.
 - v. Successfully complete a graded CNT Activation Practical Exercise.
- *The testing process may be changed depending on the needs.*
- c. CNT Officers/Team Members

Officers applying for CNT membership will:

- i. Be in a non-probationary status as of the date of application.
- ii. Successfully complete enhanced Crisis Intervention Training, or be scheduled to participate in such training during the next scheduled 40-hour Crisis Intervention Certification course. Successful completion of this training course is a prerequisite for final selection as a CNT Team Member.
- iii. Submit a completed Transfer Request Form. ** We may do interest letters at times.*
- iv. Be successful on oral board interview. The oral board will consist of, at a minimum, the CNT Lieutenant, Tactical Unit Supervisor, CNT Team Leader, CNT Team Member, and a Behavioral Sciences Division (BSD) (Mental Health Consultant) Representative. **At a minimum, one CNT**



supervisor, one primary negotiator, one secondary negotiator and a tactical supervisor or team leader.

v. Successfully complete a graded CNT Activation Practical Exercise.

vi. Officers who have not been previous CNT officers and are new to CNT will start as interns or scribes prior to moving into the negotiator positions.

*This is done in 6-8-3D6b

6. Team Leader **Obligations** **This has to do with everything dealing with team leader*

a. Probationary Status for Team Leader

- i. Newly selected team leaders will serve a six-month probationary period applicable to the new appointment.
- ii. Newly selected team leaders will be placed on scheduled on-call status and will respond to CNT activations in a team leader role, and complete all assignments and responsibilities of a team leader.
- iii. Newly selected team leaders will be assigned to and expected to perform the responsibilities of a CNT leader including participation in all required monthly and quarterly training as well as CNT Activation Practical Exercises.

b. Successful Completion of Probation for Team Leader

- i. Upon completion of the six-month probationary period, the CNT **Oral** Board will meet and evaluate the newly selected team leader's performance during the CNT training, CNT practical exercises and SWAT activations. This evaluation determines if the newly selected team leader demonstrated the **requisite required** knowledge, skill and ability to successfully and effectively perform the duties and responsibilities of a CNT Team Leader.
- ii. Should the CNT Oral Board determine that the newly selected team leader successfully completed the probationary process, and that as a result, he or she possesses the ability to successfully and effectively perform the responsibilities as a CNT Team Leader, the newly selected team leader's status will be changed from probationary to non-probationary.

7. Team Member **Obligations** **This has to do with everything dealing with team leader*

a. Probationary Status for Team Member

- i. Newly selected Team Members will serve six-month probationary period applicable to the new appointment.
- ii. Newly selected Team Members will be placed on scheduled on-call status and will respond to CNT activations as a Team Member as a Scribe, Information Resource Officer/Intern, as needed.



iii. Newly selected Team Members will be assigned and expected to perform the responsibilities of a CNT Team Member, as may be assigned by the Team Leader, including participation in all required monthly and/or quarterly training, as well as CNT Activation Practical Exercises.

b. Successful Completion of Probation for Team Member

i. Upon Completion of the six-month probationary period, the CNT oral board will meet and evaluate the newly selected Team Member's performance during the CNT training, CNT Practical Exercises and SWAT activations. This evaluation determines if the newly selected Team Member demonstrated the requisite required knowledge, skill and ability to successfully and effectively perform the duties and responsibilities as a CNT Team Member.

ii. Should the CNT Oral Board determine that the newly selected Team Member successfully completed the probationary process, and as a result possesses the ability to successfully and effectively perform the responsibilities as a CNT Team Member, the newly selected Team Member's status will be changed from probationary to non-probationary.

8. Psychological Evaluations

All team leaders and all Team Members are required to submit to yearly psychological evaluations.

9. Responsibilities of CNT Team Upon Activation

The CNT's goal is to assist in safely resolving tactical activations while attempting to avoid the unnecessary risk of harm to the subject of the crisis incident, victims, citizens, and officers.

A CNT response to all SWAT activations will include the CNT Lieutenant and the on-call CNT team comprised of a CNT Team Leader (Sergeant), Primary Negotiator, Secondary Negotiator, Scribe, Information Officer/Intern, and a BSD Mental Science Division Representative (Mental Health Consultant). The CNT's goal is to assist in safely resolving tactical activations while attempting to avoid the unnecessary risk of harm to the subject of the crisis incident, victims, citizens and officers. **This is in 6-8-3D4b- defines what the team is comprised of*

10. Individual CNT Team Responsibilities (if applicable)

a. CNT Lieutenant Upon being advised by the tactical lieutenant of a tactical activation, the CNT Lieutenant will

1. Contact the on-call CNT Team Leader, brief the team leader on the crisis incident and activate the CNT team



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- ii. Brief the Team Leader on the crisis incident and coordinate the CNT's proposed response
- iii. Brief the tactical lieutenant on the crisis incident and proposed CNT response, and confer with the Team Leader and tactical commander as necessary
- iv. Contact the Real Time Crime Center (RTCC) and coordinate and disseminate receipt and dispersal of available information in reference to the crisis incident and activation
- v. Maintain primary responsibility for all CNT related activities during the course and scope of the crisis incident activation, including providing self-assessment of CNT activities to the Tactical Lieutenant to include in the activation after action report

**Moved tasks to SGT TL*

b. CNT Team Leader Sergeant will:

- i. Upon being advised by the EOC or tactical commander, will Contact on call CNT members to advise them of activation and provide location of crisis incident location.
- ii. Ensure all CNT members respond and arrive at the activation location.
- iii. Upon arriving on scene make contact with the tactical commander or tactical sergeant to get update on the incident
- iv. Establish a mobile CNT Command Post at the scene.
- v. Contact the Real Time Crime Center (RTCC) and coordinate and disseminate receipt and dispersal of available information in reference to the crisis incident and activation.
- vi. Assign duties and responsibilities to CNT members and ensure completion of assigned duties.
- vii. Monitor and respond as necessary to tactical team and Field Services radio transmissions.
- viii. At conclusion of crisis incident, provide CNT input during joint Field Services Bureau, Tactical and CNT debriefing
- ix. Within 48 hours of the resolution of the crisis incident, provide the CNT Lieutenant, tactical commander or his/her representative with the Tactical Activation Sheet, scribe log, reports, photos of the board and all other negotiation related paperwork.
- x. Maintain primary responsibility for all CNT related activities during the course and scope of the crisis incident activation, including providing self-assessment of CNT activities to the Tactical Lieutenant to include in the activation after action report
- xi. In the event that a tactical activation is cancelled prior to CNT arriving, the CNT Team Leader Sergeant will still arrive on scene and meet with the tactical commander to be briefed. **Added from CNT LT*

c. Primary Negotiator will:

- i. Be responsible for direct communication with the subject in crisis, to include all oral, electronic or written contact.



- ii. Coordinate with the CNT **Lieutenant and the** team leader Sergeant on appropriate responses to the subject in crisis, negotiating tactics and strategy intended to de-escalate and diffuse the crisis situation.
 - iii. At conclusion of crisis situation, confer with and debrief the subjects with whom the Primary Negotiator communicated with during the course of the activation.
- d. Secondary Negotiator will:
- i. Control access to the Primary Negotiator during the course of negotiations between the subject of the crisis situation and the Primary Negotiator.
 - ii. Maintain a record of telephonic contacts with the subject, as well as a summary of each telephonic communication between the subject in crisis and the Primary Negotiator.
 - iii. Serve as the liaison between the Primary Negotiator and the CNT team.
 - iv. Be responsible for providing surrounding neighbors/neighborhoods with public service announcements during the course of the activation and, subsequently, providing public service information at the conclusion of the activation.
- e. Scribe will:
- i. Keep a written or electronic record of the negotiations, including date, time and subject of demands, responses, considerations, or other significant negotiating tactics or strategy during the course of the crisis incident.
 - ii. Keep a written or electronic record of relevant intelligence information provided to or obtained by the Primary and Secondary Negotiators.
 - iii. Keep **and** written or electronic record that may be used to supplement and/or complete post activation de-briefing.
- f. Information Officer/Intern will:
- i. Be responsible for driving the Mobile Command Post to the crisis incident activation scene.
 - ii. Activate and maintain the electronic equipment utilized during the course of the crisis incident activation and any negotiations between the subject of the crisis incident and the Primary and Secondary Negotiators.
 - iii. Assist in gathering information and intelligence on the subject of the crisis incident, nature, background or potential cause of the crisis.
 - iv. Assist with interviews of family, friends, witnesses and any hostages released by the subject in crisis, which would assist in a safe and nonviolent resolution of the crisis incident.
- g. Behavioral Sciences Division (BSD) Mental Health Consultant will:



- i. Provide analysis and on scene consultation to CNT Primary and Secondary Negotiators and to CNT members during the course of the crisis incident activation that can assist the CNT team in de-escalating or diffusing the so as to allow the Primary and Secondary Negotiators to safely resolve the crisis situation without unreasonable risk of harm to subjects in crisis, victims, citizens or officers.
- ii. Provide analysis and on-scene consultation to the SWAT commander during SWAT activation.

E. **Tactical Emergency Medical Support (TEMS)**

It is the policy of the **Support Services Bureau, Metro Division**, *this changes with reorganization* Tactical Section, TEMS to provide tactical medical support to the department. This includes, but is not limited to emergency medical support of the tactical division during hostage barricade situations, high risk warrants, and specialized patrol functions. The primary objective is to provide quality emergency medical care during tactical operations beyond the scope of the regular emergency medical systems. *Already in #1 below*

1. Objective:

- a. The primary objective is emergency medical support of the **Tactical Special Operations Division/Tactical Section during activations, search and rescue operations or other duties as assigned by the SOD Commander** to include, but is not limited to hostage situations, barricaded armed subjects, search of arrest warrants with exigent circumstances, major jail disturbances, **civil disturbance support, search and rescue and specialized patrol functions.** *This is already in duties of Tactical Section*
- b. TEMS will maintain a high degree of effectiveness by constant evaluation and modernization of its operational tactics, procedures, and medical training. Continuous in-service training assists in achieving that goal. **Therefore, a minimum of two days per month will be devoted to tactical training.** **This should be in the training area.* Due to the specialized nature of TEMS, its personnel are carefully selected in accordance with their past service record, capabilities, demeanor, physical fitness, professional attitudes, and current state licensing.
- c. The medical director for TEMS will be a residency trained board certified emergency medicine physician who has completed an EMS fellowship. The medical director will be on call outs and training days (if available). The physician will provide both direct and indirect care while functioning as the onsite MCEP. The MCEP will coordinate with local EMS/Fire Services to provide safe and effective care to those sick and injured during tactical deployments.
- d. The TEMS Medical Director will coordinate directly with the **Tactical Commander, tactical sergeant** to maximize the medical needs of the team and general public. *Moved to the Medical Director duties*



- e. The team also provides supplemental staffing for the Tactical Division which may be extended to other law enforcement agencies. Their sole purpose is medical support not additional duties

2. TEMS Rules and Responsibilities

- a. TEMS will be primarily responsible for supporting the tactical/open space division in the resolution of situations requiring a specialized tactical emergency medical response. TEMS will be requested to respond to the following events: They will respond to all tactical activations or when requested by the EOD sergeant on EOD activations at the direction of the Tactical Commander.

- i. Hostage situations
- ii. Barricaded armed subjects, or sniper situations
- iii. Search or arrest warrants with exigent circumstances
- iv. Search and Rescue Operations
- v. Major Jail Disturbances
- vi. Mass Civil Disturbance

TEMS will be paged called out at the same time as SWAT/EOD Team upon recognition that the situation requires a specialized tactical response. In the absence of a request from a field supervisor, any Tactical Section member may request TEMS activation. Already covered in B2 above what tactical responds to

- b. It is also recommended that At the direction of the Tactical Commander, TEMS may be utilized for the following assignments:
 - i. Situations requiring a short term need for additional manpower, such as:
 - (a) Public Events involving significant numbers of spectators
 - (b) Dignitary Protection details
 - (c) As requested by the Chief of Police

TEMS may also be used for undercover, decoy operations, stakeouts, and surveillance operations as instructed by the team supervisor.

- ii. The team supervisor will determine if the team will deploy as a marked or unmarked team.

- c. TEMS personnel shall familiarize themselves with the mission, goals, policies and objectives of the team, the section and the division.
- d. TEMS personnel will strive to promote efficient, effective and professional working relationships not only within the team, but also throughout the entire department.
- e. TEMS personnel will not be used as part of the entry team during SWAT activations or as supplemental personnel for tactical activations. This includes any other duties that are not part of the TEMS objective.



- f. Shall be responsible for knowing information disseminated via departmental correspondence. (All)
- g. Will report for duty properly equipped and on time. While on assignment, maintain communication with the supervisor or team members. At all times, they will communicate by using the call number assigned to them, or be properly logged on the KDT system. (All)
- h. They will not, after receiving a mission assignment, discuss that mission with personnel not assigned to the team. The Metro Division Special Operations Commander will, at times, impart information to other divisions and personnel of the department on a need to know basis. (All)
- i. Will be expected to keep themselves in good physical condition at all times. (All)
- j. Will keep and furnish to their supervisor, a complete inventory of all items departmental and personal, which are carried in their assigned vehicle. Will report any shortage or loss of equipment to their supervisor promptly in order that replacement can be made at the earliest possible time. (All)
- k. Any flagrant violation of the rules set forth above will result in disciplinary action and /or removal from TEMS. (All)
- l. Shall be responsible for knowing information disseminated via departmental correspondence. (All)
- m. Will be prepared to stand a formal and informal inspection of themselves and their equipment at the discretion of their supervisor. (O)

3. Training (Move this training under TEMS Supervisor section)

- a. All personnel will be required to participate in a program of in-service training on a periodic basis. Training will be determined by the Tactical Section Commander to meet the needs of the department, as well as the team.
- b. Once a year officers will participate in the Department physical assessment. All personnel will be required to participate in regular on-duty physical training. Each year, a physical agility test will be given to each officer and minimum requirements must be met. Personnel failing to meet minimum standards, as established by the Tactical Section Commander, will be given one quarter to successfully complete the test. If the agility test is failed the second time, the officer will be transferred removed from the team.
- c. Officers will run the SWAT obstacle course wearing BDU pants, duty/call-out boots, a tactical vest, and a helmet. To pass. Officers must complete the obstacle course in four minutes, thirty-five seconds (4:35) or less.
- d. Once a year officers will participate in the Department physical assessment. Tactical officers must complete each category of the assessment with a minimum rating of 60%, except for the 1.5 mile run. To pass, the 1.5-mile run must be completed in twelve minutes, twenty seconds (12:20) or less. Additionally, each officer will meet an overall minimum assessment rating of 80%.



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- e. Officers will be allowed to re-test within three months of failing a physical fitness test. If officers do not comply with standards within three months, they will be removed from SWAT, unless there is a documented injury.
 - f. Officers at the rank of lieutenant or above will be exempt from the above provisions.
 - g. TEMS will be required to attend monthly training.
- h. All personnel will maintain proficiency with their assigned weapons.
 - i. TEMS officers will be required to maintain proficiency on all assigned weapons in accordance with SOP. TEMS will maintain firearms proficiency and qualify semi-annually with their assigned handguns, M-4, and any other firearm that they are authorized to carry. This requirement is in addition to all department qualifications. *There is a standing firearms SOP already.*
 - ii.
- i. Team members will be required to maintain a current NM EMT License and continuing medical education as set by state requirements.

4. TEMS Organization- The Tactical Commander will oversee the TEMS supervisors and officers. The TEMS will be comprised of a medical director/physician, one collateral EMT-B certified supervisor, and collateral EMT-B certified officers.

- a. There is one TEMS Team with a designated medical director. The SWAT/EOD Team Sergeant will be responsible for TEMS Medical Director.
 - i. The medical director for TEMS will be a residency trained board certified emergency medicine physician who has completed an EMS fellowship. The medical director will be on call cuts and training days (if available). The physician will provide both direct and indirect care while functioning as the onsite MCEP. The MCEP will coordinate with local EMS/Fire Services to provide safe and effective care to those sick and injured during tactical deployments.
 - ii. TEMS Medical Director will coordinate directly with the Tactical Commander to maximize the medical needs of the team and general public.
 - iii. The TEMS Medical Director shall be directly responsible to the Tactical Commander or their designee SWAT/EOD Sergeant. His duties and responsibilities include, but are not limited to the following:



- iv. Will notify the ~~Tactical Commander~~ ~~SWAT Sergeant~~ of any mission changes or conflicts as soon as possible.
- v. Shall conduct formal quarterly inspections of the team member equipment appearance, and monitor for expiration of medical items when ~~the TEMS Supervisor is unavailable.~~
- vi. Will maintain knowledge of all future assignments and how it may impact the team:
 - (1) Dress
 - (2) Work hours
 - (3) Special equipment needs
 - (4) Personnel required
 - (5) Deployment
 - (6) Mission purpose
 - (7) Mission expectations
- vii. Will be active in instructing and directing emergency medical personnel in new methods and techniques. Will further encourage them to develop methods and techniques to improve efficiency and effectiveness.(MD)
- viii. Will be responsible for all medical equipment including(MD)
 - (1) Issued and shared equipment
 - (2) Replacement of equipment
 - (3) Secure equipment storage
 - (4) Location of equipment that may become necessary during an event
 - (5) Maintenance and inspection of equipment
- ix. Will familiarize themselves with the capabilities and special skills of local emergency medical personnel.(MD)
- x. Shall be responsible for the physical demands of TEMS.(MD)
- xi. Shall regulate scheduling of medical doctors.
- xii. Shall administer programs for fleet and personnel safety to reduce hazards, and participate in other programs at the direction of the SWAT Tactical Commander ~~Sergeant~~. (MD)
- xiii. Shall be responsible for tactical medical planning. (MD)
- xiv. Shall make internal team assignments (i.e., EMT-B, EMT-I, EMT-P, RN, etc.) based the needs of the Team/Department. (MD)
- xv. ~~Will be expected to have available in their assigned vehicle, two basic modes of dress(MD):~~
 - ~~(1) Medical scrubs~~
 - ~~(2) AFD tactical uniform~~
- xvi. Will sign a property receipt for all equipment issued to them and will not use such equipment while off-duty, except while maintaining their proficiency with said equipment.(MD)
- xvii. Will keep their supervisor informed of their location if away from home for an extended period of time on days off.(MD)



xviii. Will participate in all in-service training programs and be prepared to instruct other members in any area in which they may have any expertise.(MD)

- b. The medical director for TEMS will be a residency trained board certified emergency medicine physician who has completed an EMS fellowship. The medical director will be on call outs and training days (if available). The physician will provide both direct and indirect care while functioning as the onsite MCEP. The MCEP will coordinate with local EMS/Fire Services to provide safe and effective care to those sick and injured during tactical deployments.
- c. The TEMS Medical Director will coordinate directly with the Tactical Commander tactical sergeant to maximize the medical needs of the team and general public.
- d. The team also provides supplemental staffing for the Tactical Division which may be extended to other law enforcement agencies. Their sole purpose is medical support not additional duties

b. TEMS Supervisor duties- Shall be directly responsible to the SWAT Sergeant Tactical Commander and duties shall include, but are not limited to the following:

- i. Will be assigned to TEMS on a voluntary basis only.
- ii. Will be prepared to work alone if required.
- iii. Will maintain a professional working relationship with other members of TEMS as well as members of other divisions of the department in the interest of a coordinated police effort.
- iv. Will be responsible for the overall schedule and ensure it is distributed to all other TEMS Officers.
- v. Shall be responsible for personnel reporting to their assignments properly equipped and on time.
- vi. Shall maintain an up-to-date list of phone numbers and addresses of team members.
- vii. Shall be responsible for training subordinates in leadership in the event of their absence.

5. Uniform

- a. TEMS will follow the same uniform requirements as the tactical section. Refer to uniform policy.

6. Equipment

- a. To remain mobile, vehicles and equipment will be assigned to individual team members thereby minimizing response time on calls-for-service.



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- i. Vehicles will be equipped with portable radio, siren, tactical vest, flashlight, gas mask, medical equipment, alarm system, and any other special equipment designated by the SWAT Team Sergeant.
- ii. Until automatic external defibrillators (AED's) are available for everyone one will be kept in the equipment van.

b. It shall be the policy of the Metro Division to permit officers to utilize their assigned vehicle off-duty. When doing so, the following is mandatory. Officers who are assigned a takehome vehicle will adhere to the takehome vehicle policy.

- i. Strict adherence to the take home car policy related to on-call status.
- ii. Any member who violates the requirements of this policy will be disciplined.

c. Communications- TEMS personnel will use their current assigned a call number. We have policies in place for this.

7. Medical Director Duties Moved Above

The TEMS Medical Director shall be directly responsible to the Tactical Commander or their designee SWAT/EOD Sergeant. His duties and responsibilities include, but are not limited to the following:

- a. Shall make a visual inspection of all team members prior to each mission.
- b. Will notify the Tactical Commander SWAT Sergeant of any mission changes or conflicts as soon as possible.
- c. Shall conduct formal quarterly inspections of the team member equipment appearance, and monitor for expiration of medical items when the TEMS Supervisor is unavailable.
- d. Will maintain knowledge of all future assignments and how it may impact the team:

- i. Dress
- ii. Work hours
- iii. Special equipment needs
- iv. Personnel required
- v. Deployment
- vi. Mission purpose
- vii. Mission expectations

e. Will contact local EMS/Fire Services during undertaking of missions and advise without compromise team safety.

- i. The location of the assignment
- ii. Nature of medical needs
- iii. Expected duration of assignment



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Under cooperation and coordination

- f. Shall be responsible for personnel reporting to their assignments properly equipped and on time. *In supervisor section*
- g. Shall maintain an up-to-date list of phone numbers and addresses of team members. *Moved to supervisor*
- h. Shall promote professionalism, esprit de corp, and cooperation within the unit, as well as the department.
- i. Will be active in instructing and directing emergency medical personnel in new methods and techniques. Will further encourage them to develop methods and techniques to improve efficiency and effectiveness.(MD)
- j. Will be responsible for all medical equipment including(MD)
 - i. Issued and shared equipment
 - ii. Replacement of equipment
 - iii. Secure equipment storage
 - iv. Location of equipment that may become necessary during an event
 - v. Maintenance and inspection of equipment
- k. Will familiarize themselves with the capabilities and special skills of local emergency medical personnel.(MD)
- l. Shall be responsible for the physical demands of TEMS.(MD)
- m. Shall regulate scheduling of medical doctors.
- n. Shall be responsible for training subordinates in leadership in the event of their absence. (*Moved to supervisor*)
- o. Shall administer programs for fleet and personnel safety to reduce hazards, and participate in other programs at the direction of the SWAT Tactical Commander *Sergeant*. (MD)
- p. Shall be responsible for tactical medical planning. (MD)
- q. Shall be responsible for medical support of tactical resolution to hostile situations
- r. Shall make internal team assignments (i.e., EMT-B, EMT-I, EMT-P, RN, etc.) based the needs of the Team/Department. (MD)
- s. Will display initiative and creativity while attempting to develop new techniques to sustain departmental objectives. The effectiveness and efficiency of each team member, as well as that of the team, is limited only by the lack of one's imagination and ingenuity. (S&MD)
- t. Will be expected to have available in their assigned vehicle, two basic modes of dress(MD)
 - i. Medical scrubs
 - ii. APD tactical uniform
 - iii. Appropriate civilian dress
- u. Will sign a property receipt for all equipment issued to them and will not use such equipment while off-duty, except while maintaining their proficiency with said equipment.(MD)
- v. Will keep their supervisor informed of their location if away from home for an extended period of time on days off.(MD)



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- w. Will participate in all in-service training programs and be prepared to instruct other members in any area in which they may have any expertise. (MD)
- x.

8. TEMS Physicians TEMS Supervisor Duties (Physician is same as director)

Shall be directly responsible to the SWAT Sergeant Tactical Commander and duties shall include, but are not limited to the following:

- a. Will be assigned to TEMS on a voluntary basis only.
- b. Will be a board-certified emergency medicine physician with prior law enforcement or military experience.
- c. Will conduct themselves in a manner befitting a productive team member.
- d. Will be prepared to work alone if required.
- e. Will maintain a professional working relationship with other members of TEMS as well as members of other divisions of the department in the interest of a coordinated police effort.
- f. Will be prepared to carry out missions of long duration or missions calling for split duration within a 24-hour period.
- g. Will be prepared to accept those missions assigned to them and:
 - i. Be certain that the mission goal is clear before engaging on an assignment.
 - ii. Communicate to their supervisor and co-workers all relevant information that may help promote the achievement of the mission.
 - iii. Communicate to their supervisor the progress or results of their efforts while carrying out a mission.
 - iv. Communicate to the supervisor any need to alter or change a mission assignment for any reason.
- h. Shall be responsible for knowing information disseminated via departmental correspondence. (All)
- i. Will display initiative and creativity while attempting to develop new techniques to sustain departmental objectives. The effectiveness and efficiency of each team member, as well as that of the team, is limited only by the lack of one's imagination and ingenuity.
- j. Will report for duty properly equipped and on time. While on assignment, maintain communication with the supervisor or team members. At all times, they will communicate by using the call number assigned to them, or be properly logged on the KDT system. (All)
- k. They will not, after receiving a mission assignment, discuss that mission with personnel not assigned to the team. The Metro Division Special Operations Commander will, at times, impart information to other divisions and personnel of the department on a need to know basis. (All)
- l. Will be expected to have available in their assigned vehicle, three basic modes of dress. This applies to director not TEMS supervisor



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- i. Medical scrubs
- ii. APD tactical uniform
- iii. Appropriate civilian dress
- m. Will be expected to keep themselves in good physical condition at all times.(All)
- n. Will be prepared to stand a formal and informal inspection of themselves and their equipment at the discretion of their supervisor
- o. Will sign a property receipt for all equipment issued to them and will not use such equipment while off-duty, except while maintaining their proficiency with said equipment.(MD only)
- p. Will keep and furnish to their supervisor, a complete inventory of all items departmental and personal, which are carried in their assigned vehicle. Will report any shortage or loss of equipment to their supervisor promptly in order that replacement can be made at the earliest possible time.(All)
- q. Will keep their supervisor informed of their location if away from home for an extended period of time on days off *This applies to director not TEMS supervisor*
- r. Will participate in all in-service training programs and be prepared to instruct other members in any area in which they may have any expertise
- s. Shall adhere to all fleet and personnel safety programs to reduce hazards and injuries *This applies to director not TEMS supervisor*
- t. Any flagrant violation of the rules set forth above will result in disciplinary action and /or removal from TEMS.(All)
- u. Will respond to SWAT/EOD activations, unless prior approval not to respond has been approved by the SWAT supervisor or work obligations. *This applies to director not TEMS supervisor*
- v. Will be responsible for the overall schedule and ensure it is distributed to all other TEMS officers
- w. Shall be responsible for personnel reporting to their assignments properly equipped and on time.
- x. Shall maintain an up-to-date list of phone numbers and addresses of team members.
- y. Shall be responsible for training subordinates in leadership in the event of their absence.

9. Hostage Situations

TEMS will be called as soon as a hostage situation is encountered. It will be the goal of the team to utilize a combined response consisting of negotiations and tactical deployment to help ensure the safe release of the hostage(s) and the apprehension of the offender(s).

- a. TEMS will assist in containment and evacuations of endangered citizens.
- b. The TEMS Medical Director will ensure a tactical medical plan is developed and is ready to be implemented.
- c. TEMS will operate in the inner perimeter and coordinate EMS/Fire at the outer perimeter.
- d. All commands will be communicated by the team sergeant to TEMS.



- e. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
- f. Negotiations with suspect(s) will be conducted only by the SWAT Team members or CNT/CIT/TEMS personnel.
- g. Once the situation has been resolved appropriate documentation will be completed and submitted.

10. Sniper or Barricaded Armed Suspects

To reduce response and deployment time, TEMS should be called as soon as either situation is encountered. It will be the goal of TEMS to support SWAT while minimizing the risk of injury to citizens and officers.

- a. TEMS will assist in evacuating endangered citizens.
- b. TEMS will ensure a tactical medical plan is developed and is ready to be implemented.
- c. TEMS will function within the inner perimeter.
- d. All commands will be communicated by the SWAT Sergeant to TEMS.
- e. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
- f. Negotiations with suspect(s) will be conducted only by the SWAT Team members or CNT/CIT/TEMS personnel.
- g. Once the situation has been resolved appropriate documentation will be submitted.

11. Search/Arrest Warrants with Exigent Circumstances

TEMS will assist the SWAT Team which is responsible to enter any structure and secure suspects to permit the investigating unit to safely execute the warrant under any of the following conditions:

- a. The location has been fortified against entry by use of:
 - i. Wrought iron bars
 - ii. Multiple door locks
 - iii. Door bracing
 - iv. High fences with locks
 - v. Other types of barricades/fortifications
- b. There is reason to believe the suspect(s) is/are armed and will use weapons against law enforcement officers.
- c. The suspect(s) background reveals a propensity toward violence.
- d. There is no practical way the suspect(s) can be arrested outside of the location.



- e. The target location is believed to be a drug manufacturing point or a large-scale distribution center
- f. In a location where neighborhood or patron empathy could cause hostilities toward the police
- g. That evidence located inside the target location is of such a type that it can be destroyed if entry into and securing the location cannot be accomplished in a quick and tactically safe manner

12. Dignitary Protection

a. In order to provide for the security and safety of visiting dignitaries, a written plan will be developed for each visit. The plan will be in the form of a Tactical Section Operations Plan, TEMS will assist in the following:

i. Medical Services: TEMS will assist in notifying hospitals specific for the detail.

- (a) Primary hospital to be used (usually University of New Mexico Hospital)
- (b) Arrangements for fire department, paramedic unit or private ambulance

b. As part of the preparation and planning for the handling of dignitaries, the following will be considered:

- i. Equipment requirements: specialized vehicles, body armor, etc.
- ii. Advance inspections of sites and facilities
- iii. Coordination of operations within the department and with other agencies

c. Special Events Plan

- i. Special events, parades, sporting events, etc., require advance planning to ensure public safety
- ii. A Tactical Section Operations Plan will be prepared, detailing the plan on each event. TEMS will assist in allocating and managing medical resources and responses as deemed necessary by the SWAT Sergeant.

13. Cooperation and Coordination

a. TEMS Personnel within the inner perimeter will function to allocate, manage and provide intelligence to responding Fire/EMS services at the outer perimeter. AFD personnel will remain on scene to transport officers in need of hospital medical care and coordinate AAS transport for non-city employees. Information provided will be:

- i. Ingress/Egress Routes



- ii. Number of victims
 - iii. Nature of injuries
 - iv. Need for additional resources
 - v. Threat assessment
- b. When possible, the supervisor in charge of the operation will attend the appropriate briefing sessions in the concerned area command. Care must be used when disseminating information so that the integrity of the mission is not compromised.

14. Use of Explosive Entries

- a. It is the policy of the Support Services Bureau, Metro Division, Tactical Section, SWAT Team to deploy effective means of entry including the use of explosives. In situations where the safety of team members and/or the public are in jeopardy, and/or where other means of entry are not feasible due to fortifications, the Tactical Section Commander may authorize the use of explosive breaching charges to affect entry.
 - b. The Tactical Section Commander will obtain authorization from the Metro Division Commander prior to deployment of any explosive breaching charge unless doing so would unnecessarily delay rescue efforts and thereby jeopardize the safety of hostages.
 - c. TEMS Personnel will be present to meet the medical needs of the Tactical Team and general public. TEMS will advise on scene AFD Personnel in the advent of fire or need of medical transportation of the sick and injured.
- Already responds to activations. Also the breaching is authorized by tactical commander not Metro Division Commander.*

15. Requirements For Metro Division, Tactical Section, TEMS Selection

- a. Must maintain all medical licenses and certifications to include but not limited to:
 - i. NM Medical License/EMT License (only required to maintain those two for EMS. All else is continuing education)
 - ii. ABEM Board Certification
 - iii. NM Board of Pharmacy Controlled Substance License
 - iv. DEA License
 - v. Advanced Trauma Life Support
 - vi. Advanced Disaster Life Support
 - vii. Pediatric Advanced Life Support
 - viii. WMD
- ix. Maintain yearly Continuing Medical Education
- b. If a reserve officer must maintain all requirements of a reserve officer in addition to medical requirements. Hours will be maintained and monitored by the SWAT Sergeant Operations Review
- c. Practice medicine in austere environments



- d. Meet the approval of the Tactical Section Sergeants, Commander and Medical Director.
- e. Must be willing to be on an on-call status.
- f. Candidate must be willing to adjust hours and workdays to fit the needs of the department. Must be willing to purchase additional uniforms required for the job and must stay in good physical condition.
- g. Candidates must agree to a long-term commitment to the Metro Division Tactical Section, TEMS to compensate for training received. The uniqueness of the team mission mandates that it is exempt from standard rotation schedules.
- h. EMT's will follow Bernalillo County EMS Protocols

F. Uniform

Specialized Tactical team members shall wear uniforms that clearly identify them as law enforcement officers as follows:

- 1. Standard APD uniform;
- 2. Tactical operation uniform as dictated by assignment and determined by the Tactical Commander; or
- 3. Training uniform as determined by the Tactical Commander.
- 4. Except that team members may wear civilian clothes with approval from Tactical chain of command (mode dictated by mission requirements such as dignitary protection).

G. Unit Patch

- 1. Officers assigned to the Tactical Section – SWAT Team members are authorized to wear the SWAT patch.
- 2. Wearing the Patch
 - a. The patch will be worn in accordance with the [Uniform SOP](#).
 - b. The patch size will vary based on the uniform and fatigue hat.
 - c. The patch may be sew-on or embroidered, affixed to either the uniform or hat.
 - d. The olive drab SWAT patch may be worn on the tactical uniforms of high ground and team members, as deemed necessary by the Tactical Commander.

H. Equipment

Each Tactical Officer will possess a basic equipment inventory:



1. Department-approved helmet;
2. Department-approved entry vest;
3. Department-approved gloves;
4. Eye protection;
5. Department-issued on-body recording device;
6. Department-issued rifle;
7. Department-issued handgun; and
8. Department-issued communications.

I. Special Operations Division Commander

1. Will be the rank of Commander **and reports to the Deputy Chief of Special Services Bureau**. *This is established under the chain of command SOP and Org chart. It changes at times who they report to.*
2. Will oversee the Special Operations Division and fulfill all responsibilities of a Department Commander.
3. Must successfully complete a Tactical Command School within one year of appointment.

J. Tactical Commander

1. Tactical Commander shall hold the rank of Lieutenant.
2. The Tactical Commander shall be directly responsible for the overall operations of the Tactical Section.
3. The Tactical Commander shall be directly responsible for the coordination of all tactical operations and critical incidents, as well as the deployment of the tactical team.
4. **Prior to assuming this position**, the Tactical Commander shall have experience in overseeing tactical operations. **Not always the case due to availability.**
5. The Tactical Commander must successfully complete a Tactical Command School within one year of transfer into this position.

K. SWAT Sergeant



The SWAT Sergeant shall be directly responsible to the Tactical Commander. Duties and responsibilities shall include, but are not limited to, the following. The SWAT Sergeant shall:

1. Notify the Tactical Commander of any mission changes or conflict of missions as soon as possible;
2. Conduct formal monthly inspections of all team members' appearance and equipment appropriation, maintenance, care, and inventory, including:
 - a. Issued and shared equipment;
 - b. Needed replacement of equipment;
 - c. Stored and secured equipment;
 - d. Location of equipment necessary during an event; and
 - e. Maintenance and inspection of equipment.
3. Contact the on-duty Communications Supervisor directly prior to a team's mission and advise him or her of:
 - a. Location of the assignment;
 - b. Need for a secure channel, if necessary; and
 - c. Expected duration of assignment.
4. Be responsible for personnel reporting to their assignments equipped and on time;
5. Work the same assignments and hours as team members;
6. Maintain an up-to-date list of phone numbers and addresses for team members;
7. Promote harmony, esprit de corps, and cooperation within the unit, as well as in the Department;
8. Actively instruct and direct subordinates in new methods and techniques to improve efficiency and effectiveness;
9. Ascertain the capabilities and special skills of subordinates;
10. Ensure the physical fitness of the team;
11. Monitor team days off, comp time, and vacation;
12. Schedule physical training, physical fitness tests, recertification training, firearms qualifications, and Maintenance of Effort (MOE) for all team members.



13. Train subordinates in SWAT Sergeant duties so they may assume command if necessary;
14. Comprehend the duties of the Tactical Commander to assume command duties if necessary;
15. Formulate all tactical planning, subject to the approval of the Tactical Commander;
16. Make team assignments, such as high ground and entry teams, based upon member performance, availability, and needs of the team or Department;
17. Successfully complete a Basic SWAT Officers Course within one year of transfer into this position, subject to course availability; and
18. Successfully complete SWAT Supervisor School within one year of transfer into this position, subject to course availability.

L. SWAT Team Officer

1. SWAT Team Officer shall be directly responsible to the squad sergeant. Duties shall include, but are not limited to, the following. The SWAT Team Officer shall:
 - a. Be assigned to a SWAT team on a voluntary basis only;
 - b. Have no fewer than four (4) non-probationary years as a commissioned officer with the Department and have an exemplary record, as reflected in his or her personnel file or attested to by his or her past commander. The following qualifications also apply:
 - i. He or she must have received a satisfactory rating or higher for the last two performance appraisals.
 - ii. Any suspension received within the last twelve months will be considered an automatic disqualifier (excluding first accident suspension). In addition, any disciplinary action received within two (2) years of the date of the personnel circular will be reviewed and may be considered a disqualifier.
 - iii. He or she has been charged with no more than one preventable accident within the last twelve (12) months.
 - iv. Overall officer file review with no adverse finding.
 - v. Internal Affairs will complete a file review for the officer with no adverse finding.
 - vi. The officer must meet with the Behavior Sciences Division when first assigned to SWAT and meet annually thereafter.
 - vii. The officer shall successfully complete a Basic SWAT Officer Course within one (1) year of transfer into the position, subject to course availability.



- viii. He or she must be willing to adjust assignment, workdays, and work hours as necessary in order to meet the needs of the Tactical Section or Department. These assignments may be given on very short notice.
 - ix. He or she must be willing to accept on-call status on a permanent basis, 7 days a week, 24 hours a day, with the exception of time off approved by the SWAT supervisors.
 - x. He or she must be willing to attend specialized training as directed by the SWAT Supervisor or Tactical Commander.
 - xi. Officer will be subject to a one-year trial period per APOA contract.
- c. Be prepared to carry out missions of long duration as determined by the Tactical Commander;
- d. Be prepared to accept assigned missions and:
- i. Understand the mission goal before beginning an assignment;
 - ii. Communicate to team members all relevant information to fulfill the mission;
 - iii. Communicate to the supervisor their progress and the results of their actions while carrying out a mission; and
 - iv. Explain to the supervisor any reason to modify a mission assignment.
- e. Decline to discuss a mission assignment with personnel not assigned to the team. The Special Operations Division Commander will inform other divisions and personnel of the Department, as necessary.
- f. Carry in his or her assigned vehicle the APD tactical uniform and appropriate civilian dress;
- g. Stand for a formal or informal inspection of their equipment at the discretion of the supervisor;
- h. Sign a property receipt for all issued equipment and refrain from using the equipment while off duty, except while maintaining proficiency with the equipment;
- i. Maintain and furnish to the supervisor a complete inventory of all items carried in his or her assigned vehicle. Report any shortage or loss of equipment to the supervisor so that the equipment can be promptly replaced.
- j. Inform supervisor of location if away from home for an extended time while on days off;
- k. Participate in all in-service training programs and instruct other members in areas of personal expertise;
- l. Respond to SWAT activations, unless prior approval to refrain has been approved by the SWAT supervisor.
2. Any flagrant and/or repeated violation of these rules will result in disciplinary action and can result in removal from the SWAT team.

M. Team Leader and Assistant Team Leader



1. The team leader and assistant team leader will be assigned by the SWAT Sergeant and the Tactical Commander.
2. The SWAT Sergeant will supervise the team leader and assistant team leader.
3. These positions will require two or more years of service with APD SWAT, unless waived by the Tactical Commander.
4. Officer(s) must have exemplary performance on call-outs and critical incidents.
5. Officer(s) must have a satisfactory or higher rating on all Employee Work Plans.
6. Officers must conduct themselves in a positive and professional manner, as well as possess leadership skills and the ability to guide others.
7. Individuals must be willing to assist the supervisors in carrying out the goals and mission of the Tactical Section.
8. The team leader and assistant team leader will be responsible for assisting the SWAT Sergeants in tactical planning for critical incidents.
9. Officers shall successfully complete a SWAT Team Leader Development course within one year of transfer to the position(s), subject to course availability.

N. Precision Rifle Observer (P.R.O)

Mission- The mission of the Albuquerque Police Department P.R.O is to provide relevant, accurate and updated information to assist in the development of a tactical plan and to provide precision rifle fire as necessary to protect involved citizens and Law Enforcement Officers

1. All APD Precision Rifle Observers (P.R.O) must currently be assigned to the APD Tactical team.

2. The APD P.R.O shall train a minimum of two days a month. Any additional training requested shall be at the discretion of the SWAT Sergeant.

3. All SWAT team P.R.Os will complete a 20 round Qual. Each quarter.

4. Selection

- a. The decision process for selecting a Police P.R.O should be a careful and considerate one. An experienced Tactical Officer who is well versed in the team's tactics, the legal requirements for the use of deadly force and who has proven repeatedly in training and practical scenarios the ability to perform under pressure is preferable. P.R.O personnel should be chosen by the SWAT Sergeant. The Sergeant will rely heavily on the recommendation from the current P.R.O Team Leader, as he is the subject matter expert. If



there is a difference of opinion on who the next P.R.O is to be, this will be documented in a memorandum stating the reasons for the sergeant's decision.

5. Expectations

- a. During call outs, APD SWAT P.R.Os are expected to provide precision rifle support, gather important information and concisely relay that information.
- b. In preparation for these call outs APD P.R.Os are expected to pass all unit firearms qualifications including the P.R.O qualification. They are required to attend and successfully complete a reputable Precision Rifle school and consistently attend on going P.R.O team training.

6. Weapons and ammunition standards

- a. Albuquerque Police Department SWAT P.R.Os will deploy with either a bolt action or semi-automatic .223, .308, .300 and .50 caliber rifles capable of 1 Minute of angle performance. The manufacturer, model and accessories are determined by the P.R.O Team and are subject to the approval of the SWAT Commander.

7. Equipment

- a. The minimum equipment necessary to deploy as a APD SWAT P.R.O is a rifle, ammunition, a handgun, Police Identification and a police radio. P.R.O officers are encouraged to develop their own pack based on mission and personal needs.

8. Fire Orders

- a. The standing order for APD SWAT P.R.Os is that officers are expected to make personal observations, conclusions, and Use of Force decisions as any other Police officer would in similar circumstances.

9. Callout Deployment procedures

- a. The first arriving P.R.O will assess if there is a deployable P.R.O position and deploy to that position after a brief consultation with the on-scene sergeant. The first deployed P.R.O is expected to begin providing information that will aid in the deployment of the remainder of the team as well as provide an immediate over watch for those officers moving into position.

10. Warrant operations

- a. During the service of a search warrant APD SWAT P.R.Os may be deployed in advance of the entry team to provide intelligence and over watch, during the approach or withdraw of the entry team if necessary.

11. Counter Sniper



a. Visits by dignitaries and other events of a similar public nature may be attractive targets for terrorist or others. The use a criminal sniper to engage these targets has been a common tactic in the past. APD SWAT P.R.Os may be deployed to counter these potential attackers. APD P.R.Os may be deployed in vantage points that allow for quick observation, identification and engagement of these threats if necessary.

12. Mission support

a. Albuquerque Police Department SWAT P.R.Os may be asked to provide over watch for other units engaged in the performance of their duties. This could include over watch for K-9 units, Bomb Technicians, officers engaged in crowd management, or undercover officers while engaged in undercover operations. They may also be deployed in any situation where the Tactical Commander deems it necessary to provide over watch.

O. Hostage Situations

1. The SWAT team will be called as soon as a hostage situation occurs.
2. The goal of the team will be to utilize a combined response of negotiations and tactical deployment to ensure the safe release of the hostage(s) and the apprehension of the offender(s).
3. The team may assist Field Services in containment and evacuation of endangered citizens.
4. The team sergeant or team leader will develop and implement a tactical plan.
5. Field Services will be responsible for maintaining the outer perimeter and will coordinate their actions through the Tactical Commander. Perimeter personnel should be prepared to don gas masks if chemical munitions are deployed.
6. The team members will maintain the inner perimeter and high ground positions.
7. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
8. Negotiations with suspect(s) will be conducted only by the SWAT team members or CNT/CIT personnel.
9. Once the situation has been resolved, an After Action Report will be prepared and submitted by the Tactical Commander or his designee.

P. Barricaded Subjects Who Meet Criteria for Tactical Deployment (Refer to the [Hostage, Suicidal, and Barricaded Subject SOP](#)).



1. To reduce response and deployment time, the SWAT team should be called as soon as the situation occurs.
 - a. Barricaded subjects will be given time to surrender if safety allows.
 - b. Chemical agents are authorized and recommended for deployment when a barricaded subject refuses to surrender. If chemical agents are to be used, the Fire Department will be notified to stand by at the outer perimeter.
 - c. Additional force or entry into a building will be used only upon the authorization of the Tactical Team on-scene commander.
2. The team may assist Field Services in evacuating endangered citizens.
3. The team will develop a tactical plan and implement it when necessary.
4. The team will maintain the inner perimeter and high ground positions.
5. All commands will be communicated by the team sergeant to team members after deliberation with the on-scene Tactical Commander.
6. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Office, Tactical Commander or the senior officer at the scene.
7. Negotiations with any suspect(s) will be conducted by the Tactical/CNT team members.
8. Once the situation has been resolved, an After Action Report will be prepared and submitted by the Tactical Commander or his designee.

Q. Priorities of Life- The priorities of life assist officers and leadership in decision making in not only hostage situations but in SWAT activations as well. Again, in order to resolve the critical incident's/hostage situations we must constantly evaluate these priorities of life which are as follows:

1. Hostage(s)
2. Innocent person(s)
3. Police Officer(s)
4. Suspect(s)
5. Evidence

R. Use of Tactical Units in Response to Barricaded or Suicidal and Barricaded Subjects

1. SWAT will respond to barricaded or suicidal and barricaded situations only when one or more of the following conditions is present:
 - a. Subject has a confirmed violent felony warrant;



- b. The subject is currently committing a violent felony crime;
- c. The subject has a non-violent felony warrant or Subject is currently committing a non-violent felony crime and has a documented violent history;
- d. Subject is armed with a firearm and an on-scene officer can articulate that the subject is discharging the firearm;
- e. Subject is armed in a public area or displaying an immediate threat of violence in this public area; or
- f. There is positive confirmation of the presence of an unwilling hostage who is unable to leave the location of the suicidal subject.

- 2. The Tactical Commander will make the final determination on the use of Tactical Units on all situations.

S. Search/Arrest Warrants

- 1. The SWAT team will be responsible for entering any structure and securing suspects in order to permit the investigating unit to safely execute the warrant under any of the following conditions:

a. Search warrants must meet the threshold of the Search Warrant Risk Assessment Matrix

- b. The location has been fortified against entry by use of wrought iron bars, multiple door locks, door bracing, high fences with locks, or other types of barricades or fortifications;

1. Fortifications- Modifications made with the specific intent to deny or significantly delay law enforcement entry into the primary access points of a structure.

1. Primary Access Points- Front door, back door, garage door or side door

- c. There is reason to believe the suspect(s) is armed and will use weapons against law enforcement officers;
- d. The suspect's background reveals a propensity toward violence;
- e. There is no practical way the suspect(s) can be arrested outside the location;
- f. The target location is believed to be a drug manufacturing point or a large-scale drug distribution center; or
- g. The suspect is in a location where neighborhood or patron empathy could cause hostile reaction to police.

1. Sympathetic Subjects- Verified credible information of subjects who are sympathetic to the offender(s) and will attempt to impede law enforcement objectives



2. SOD will be responsible for ensuring that random or directed audits are conducted of all Risk Assessment Matrix Logs. The audits will be conducted to ensure that all the Matrix is being utilized properly.

T. Armored Vehicle

1. Terminology

- a. MRAP – Mine Resistant Ambush Protection
- b. Bear Cat – armored vehicle
- c. ROOK – armored skid steer with attachments

2. The general purpose of these vehicles is to allow the safe movement of individuals through areas made dangerous by hostile gunfire or threat thereof.

3. Emergency Use

- a. The armored vehicle may be used to rescue citizens who are stranded in a dangerous position by hostile gunfire or threat thereof.
- b. The vehicle may be used to lessen the risk of loss of life and to quickly deploy officers during the resolution of a high risk tactical situation.
- c. Prior to deployment of the armored vehicle, the Tactical Commander at the scene should be briefed on:
 - i. The history of the incident, including deaths, injuries, and property damage;
 - ii. The potential danger posed by the subject(s); and
 - iii. Specific reasons to deploy an armored vehicle.

4. Non-Emergency Use

- a. An armored vehicle will be used periodically in training operations to familiarize officers with its capabilities.
- b. An armored vehicle may be used periodically in static displays for educational or community purposes.
- c. Use of an armored vehicle for either of the above two non-emergency purposes must be approved by the Tactical Commander.

5. Operational Procedures

- a. A police escort should be used when moving the MRAP armored vehicle.
- b. The vehicle should have an APD radio on board during operation.
- c. Travel routes should be chosen to minimize the impact on traffic.

6. Armored vehicles will be deployed in emergency situations only at the authorization of the Tactical Commander.



7. The vehicle will be operated in the safest manner possible consistent with the situation at hand.
8. Armored vehicles will only be driven by officers who have received proper training in operating these vehicles.
9. Prior to returning the vehicle, it will be refueled to capacity and cleaned.
10. Any damage incurred as a result of operation of the vehicle will be reported, in compliance with Department SOP.

U. Dignitary Protection

1. To provide for the security and safety of visiting dignitaries, a written plan will be developed for each visit. The Tactical Section Operations plan will include the following elements.
 - a. Situation: A brief description of the dignitary and the date of his or her arrival
 - b. Policy: A description of APD's commitment
 - c. Command: Identify Tactical Commander, supervisor, officers, and their responsibilities
 - d. Communications: Frequency to be used and provisions for an operator
 - e. Logistics:
 - i. Equipment to be carried by each officer
 - ii. Staffing requirements
 - iii. Designated ambulance service
 - iv. Designated wrecker service
 - f. Tactics and Deployment:
 - i. Designation of post assignments
 - ii. Location of command posts
 - iii. Manning of command post and hours of operation
 - g. Personnel assignments attached to the plan for each location or motorcade route
 - h. Escorts:
 - i. Detailed explanation of routes to be used by the motorcade
 - ii. Alternate routes designed in advance of event
 - iii. Number and type of vehicles to be used
 - iv. Escort routes to be assessed by a supervisor prior to the event.
 - i. Medical Services:



- i. Primary hospital to be used
 - ii. Arrangements for fire department, paramedic unit, or private ambulance
 2. As part of preparing and planning for hosting dignitaries, the following elements will be considered:
 - a. Equipment requirements: specialized vehicles, body armor, or other equipment;
 - b. Advance inspections of sites and facilities;
 - c. Liaison with Criminal Intelligence Unit for information; and
 - d. Coordination of operations within Department and with other agencies.
 3. Special Events Plan
 - a. Special events, parades, and sporting events require advance planning to ensure public safety.
 - b. A Tactical Section Operations Plan will be prepared, detailing the plan for each event. The plan will include the following components.
 - i. Situation:
 - A detailed explanation of the event to include dates of occurrences
 - Any special problems anticipated, to include such things as large crowds, traffic
 - ii. Mission: Detailing the objectives of the Department
 - iii. Command: Designation of Tactical Commander and supervisors, with responsibilities
 - iv. Logistics:
 - Equipment to be carried by each officer
 - Staffing requirements
 - Designated ambulance service
 - Designated wrecker service
 - v. Tactics and Deployment:
 - Designation of post assignments
 - Location of command posts
 - Manning of command post and hours of operation
 - vi. Personnel Assignments: noted on annex attachments to the plan

V. Cooperation and Coordination



1. Prior to beginning any special operation in any area command, the supervisor in charge of the operation will advise the Watch Commander of the following:
 - a. Type of operation
 - b. Location of operation
 - c. Dates and times of deployment
 - d. Number of officers assigned
 - e. Requests for assistance, if needed

2. When possible, the supervisor in charge of the operation will attend the appropriate briefing sessions in the affected area command. Care must be used when disseminating information so that the integrity of the mission is not compromised.

W. Department-Issued Weapons

1. Tactical section personnel will be issued department-approved weapons.
 - a. Handguns
 - i. Handguns must meet the requirements set forth in the [Firearms and Ammunition Authorization SOP](#).
 - ii. Each tactical officer will be issued two handguns.
 - b. Urban rifles must meet Department requirements and the needs of the tactical section.
 - c. Counter Sniper Rifles
 - i. These rifles must meet Department requirements and the needs of the tactical section.
 - ii. Acceptable models are bolt actions capable of shooting 1 MOA or auto loading rifles capable of shooting 2 MOA.
 - iii. Scopes for these rifles will be high quality, 6X or greater.
 - iv. Other shooting aids, such as bipods, slings, mats, and cheek rests, are authorized.
 - v. Officers in this role will be issued standard ammunition quantities for training and qualifications.

2. Authorized Ammunition
 - a. SWAT team members may carry military ball, soft point, or hollow point ammunition in their rifles, consistent with their training and the specific mission at hand.
 - b. Armor piercing rounds may be available to the team members for unique situations.

3. Training and Qualifications



- a. Prior to duty carry, each officer will demonstrate proficiency in the ability to properly function the weapon, clear malfunctions, and pass qualification shoots at ranges out to 100 yards.
- b. Officers will train throughout the year in various situations, distances, and lighting conditions.
- c. Officers will qualify twice a year (every six months).
- d. The SWAT Training Coordinator will facilitate and maintain training records, qualification scores, and training courses.

4. Security

Officers will be held responsible for securing their weapon in the locked vaults or in the trunk of their assigned police unit.

X. Use of Explosive Entries

1. When the safety of team members and/or the public is in jeopardy, and/or when entry into a fortified structure is not feasible through other means, the Tactical Commander may authorize the use of explosive breaching charges to enter the structure.
2. This SOP will be the standing document for the Special Weapons and Tactics Explosive Breaching Program/Team, and it will not be superseded by other Tactical Section SOPs.
3. The EOD Sergeant will be responsible for supervising and directing the Explosive Breaching Program/Team.
4. SWAT team sergeants will obtain authorization from the Tactical Commander or EOD Sergeant prior to deploying any explosive breaching charge.
5. Criteria for Using Explosive Breaching Charges:
 - a. Explosive breaching charges can be used in situations when penetrating structural fortifications is urgently needed to preserve the lives and the safety of all persons, such as those in hostage situations.
 - b. With the approval of the Tactical Commander, explosive breaching charges can be used in high-risk warrant services when fortifications cannot be safely breached by conventional means and when there is a reasonable threat of violence against officers.
 - c. Prior to utilizing explosive breaching charges, alternate methods of forced entry will be evaluated.
6. Procedures for Using Explosive Breaching Charges
 - a. Construction of Charge:



- i. The explosive charge will be designed, built, placed, and initiated only by EOD personnel after consulting with the on-scene Tactical Commander.
 - ii. Only charges which have been successfully tested for the specific application will be utilized.
- b. Only trained EOD personnel are authorized to build, test, and utilize explosive breaching charges unless exigent circumstances exist, as outlined in "Use of EOD Technicians" below.
- c. Use of EOD Technicians and Non-EOD Tactical Officers:
 - i. Typically, an EOD technician will place and detonate the charge during operations that require explosive breaching. However, if exigent circumstances exist where life-saving measures must be employed immediately, such as during hostage rescue, emergency assault, or active shooter, non-EOD tactical officers may assist. These officers must have been properly trained and certified by EOD in explosive breaching. They may utilize the appropriate explosive breaching charge, after advising the Tactical Commander and the EOD Sergeant in each circumstance.
 - ii. Periodically as determined by the Tactical Commander, EOD will train with SWAT and K9 on explosive breaching operations.
 - iii. EOD technicians will conduct render safe procedures for misfires during explosive breaching operations.
- d. Reporting:
 - i. An explosive shot report will be completed for each explosive breaching, for both practice and actual use.
 - ii. For live operations only, photographs will be taken of the post-shot scene.
 - iii. For live operations only, the explosive shot will be recorded in an incident report.
 - iv. Pre-shot photos will be taken only if doing so will not jeopardize the investigation or safety of officers and citizens.
- e. Security and Safety:
 - i. A secure perimeter will be in place to ensure that no persons are allowed in dangerous proximity during the use of a breaching charge. The distance will be determined by the type of charge. This will include evacuating people inside the perimeter as necessary.
 - ii. During a live operation, the Tactical Lieutenant will request and maintain AFD Rescue and fire equipment on-scene during the utilization of a breaching charge in order to provide fire and medical support.
- f. Storing Explosives and Breaching Charges:



- i. All explosives will be stored in accordance with Bureau of Alcohol and Tobacco Firearms & Explosives (BATF & E) regulations.
- ii. Due to storage requirements, EOD personnel will provide explosives to the Explosive Breaching Team for testing, training, and operational purposes. For inventory and tracking purposes, a written request from the Explosive Breaching Team will be provided to EOD personnel prior to the delivery of any explosives.
- iii. Detonators will be stored in non-shock sensitive containers and in an area separated from explosive breaching charges.

g. Transportation of Explosives:

Transportation of explosives and charges will be in accordance with BATF & E standards, as administered by the BATF & E Albuquerque office.

h. Research, Development and Testing of Explosive Breaching Charges:

Dual/redundant charge calculation sheets with pressure diagrams, photographs, and pertinent sketches will be completed prior to firing development charges.

Y. Noise Flash Diversionary Devices (NFDD) **And Chemical Munitions**

1. Noise Flash Diversionary Device (NFDD)

- a. NFDDs will **only** be deployed by tactical personnel upon authorization from a Tactical supervisor.
- b. If there are exigent circumstances, such as during a hostage rescue, emergency assault, or active shooter, and a Tactical supervisor is not yet on-scene, the deploying officer(s) may authorize the use of one or more NFDDs.
- c. **Non-EOD tactical officer(s) may also immediately deploy one or more NFDDs when officer or civilian safety is threatened, or where the need to deploy a device or devices immediately is paramount to their safety.**
- d. **When an NFDD is used as a means to gain the attention of a suspect it will not be considered a use of force if an intermediate barrier exists between the suspect and the NFDD. When the sound is subdued and the light is absent from the suspect, the effect is an exterior noise used to gain the attention of a barricaded subject. This method of deployment is a means of notification of police presence to the suspect. Their use will still be documented in the tactical deployment sheet and the after action report.**
- e. **When an NFDD fails to detonate, the Bomb Squad will be consulted and their render safe procedures will be followed.**

2. Chemical munitions and NFDD



- a. When deployed they are considered a use of force. As such, their use will be documented and submitted to the chain of command for review. The documentation should consist of a description of the reasons for deployment, the method of deployment, the effects of the deployment, a description of any injuries or property damage resulting from the deployment, and an assessment of the outcomes of the deployment.
- b. The deployment of the below listed chemical munitions will be considered a use of force because it is likely to cause only momentary discomfort during application and will be utilized by personnel as a means of gaining compliance.
 - i. CS Tri-Chamber
 - ii. CS Triple Chaser
 - iii. CS Hand Ball
 - iv. OC Vapor Aerosol
 - v. Ferret 40mm Powder Barricade Round, OC
 - vi. Ferret 40mm Powder Barricade Round, CS

- 3. When NFDD devices or chemical munitions are deployed, an SOD supervisor will investigate the use of force as indicated below:
 - a. Respond to the scene, if not already on scene, and immediately identify the officer(s) involved in the use of force;
 - b. Review the involved officer(s) lapel video;
 - c. Review the lapel video of other officers on scene where there is uncertainty about whether the incident is a use of force;
 - d. Examine personnel and subject(s) for injuries;
 - e. Gather any evidence located at the scene;
 - f. Ensure photographs of the officer(s) and the subject(s) are taken;
 - g. Initiate a Blue Team entry for the use of force.

Z. Annual Retention Review

- 1. All SWAT team members will be subject to an annual review to ensure they are meeting the delineated criteria for their position.
- 2. The annual review shall comprise of:
 - a. Review of the team member's Employee Work Plan by the chain of command;
 - b. File review of the team member by the chain of command; and
 - c. Annual meeting with the Behavioral Sciences Division.
- 3. Should negative issues arise during this review, the team member will be subject to retraining, progressive discipline, and/or removal from the unit.

AA. Annual Review



The supervisors of the Tactical Section will conduct an annual meeting every January to analyze the activities of the previous year. The supervisors will review information regarding the number of activations/deployments, arrests, use of force, seizures, weapons discharges, injuries to persons or domestic animals, and kinds of deployment. During this meeting, they will discuss policies, procedures, legal developments, training updates, operational evaluations, Force Review Board recommendations, and after-action reviews. After this meeting, the Division Commander will finalize the annual report. If any changes are required, those changes shall be implemented 90 days or less from the review date.



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6-8 Specialized Tactical Units

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Related SOPs

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6-8-1 Policy

The need to utilize a highly disciplined, well trained and well equipped specialized unit in violent confrontations, hostage situations, armed and barricaded suspect encounters, high risk arrests or the execution of search and arrest warrants in barricaded, armed suspects, high risk encounters, and the execution of dangerous search or arrest warrants, is patently obvious and reasonable.

The Department adopts a policy of ongoing analysis and review of tactical operations and establishes clear command and control protocols. This effort is undertaken with the intent of providing police officials with the requisite tools and capabilities to safely respond to violent and highly dangerous situations so as to uphold the law, protect the community, its citizens and police officers, and to safeguard the constitutional rights of those accused of criminal conduct.

6-8-2 Objective

The primary objective of this policy is to facilitate and support SWAT and tactical duties, including the implementation of crisis negotiation team activities, to include, but not limited to, hostage situations, barricaded and armed subjects, high risk arrests, execution of search and arrest warrants with exigent or dangerous circumstances, major jail disturbances, civil disturbances, and specialized patrol functions.



6-8-3 Rules and Responsibilities

A. Personnel

1. Commander

The Commander will oversee, supervise and maintain responsibility for the Special Operations Division.

2. Tactical Commander (Command and Control)

The Tactical Commander is a Lieutenant assigned to the tactical section. The Lieutenant will control all tactical operations, critical incidents, and tactical team deployments.

3. SWAT Sergeant

The Sergeant is the direct supervisor of the SWAT team during tactical operations and daily activities.

4. Team Leader

The Team Leader is a member of the SWAT team, and based on his/her performance and experience, is selected to assist the SWAT Sergeant with mission planning, deployment of officers during incidents and act as a tactical advisor prior to and during SWAT activation.

5. Assistant Team Leader

The Assistant Team Leader is a member of the SWAT team, and based on his/her performance and experience, is selected to assist the SWAT Team Leader as necessary and substitute for the SWAT Team Leader in the event of the SWAT Team Leader's absence.

6. High Ground Team Leader

- a. The High Ground Team Leader is a member of the SWAT team and based on his/her performance and experience, is selected to be responsible for the SWAT team's high ground element.
- b. The High Ground Team Leader coordinates SWAT training and maintains SWAT training records and coordinates with the SWAT sergeant on high ground officer deployment during activations.



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B. SWAT Teams Specifically

1. In addition to assigned duties and responsibilities, the SWAT teams provide supplemental staffing for other divisions as they may be assigned, and also may provide assistance to other law enforcement agencies when so designated. If the services provided will be tactical in nature, the operation will be pre-planned and approved with the Tactical Lieutenant.
 - a. When not on activation, training, or tactical assignments, the SWAT teams will also be utilized to respond to calls for service. Dispatchers are authorized to direct calls for police service to team officers.
 - b. The Tactical Team Sergeant is responsible to assign teams to specific area commands.
 - c. When a request for assistance is approved by the Commander, Tactical Commander, or SWAT Sergeant, a SWAT team may be assigned to assist tactical teams from other jurisdictions
2. SWAT Teams will be requested to respond to the following critical events:
 - a. Hostage situations;
 - b. Barricaded subjects that meet the criteria of the [Hostage, Suicidal and Barricaded Subject SOP](#);
 - c. Sniper situations;
 - d. Execution of high risk or potentially dangerous arrests in accordance with established policies;
 - e. Execution of high risk search/arrest warrants when there are exceptional circumstances;
 - f. Dignitary protection details;
 - g. Major jail disturbances; and
 - h. Major civil disturbance support.
3. Any team member may request SWAT activation after receipt of approval from the Tactical Section Commander.
4. SWAT team leaders and members must be familiar with the mission, goals, policies, and objectives of not only their respective team, but also section and division.
5. SWAT personnel are expected to promote efficient, effective, and professional services, as well as to build professional working relationships in the team and Department. Noncompliance with these objectives will result in removal from the division and reassignment to another position in accordance to applicable City and Department personnel rules.



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C. Training

1. All personnel will be required to participate in periodic in-service training. Training will be determined by the Tactical Commander to meet the needs of the Department, as well as of the team. In addition, internal training will be conducted at least one day a week, alternating between the following topics:
 - a. Command and control;
 - b. Containment;
 - c. Entry;
 - d. Apprehension;
 - e. Rescue;
 - f. Weapons proficiency;
 - g. De-escalation;
 - h. Use of Force;
 - i. Crisis Intervention;
 - j. Defensive tactics; and
 - k. Other topics as determined by the Tactical Commander.
2. A quarterly physical fitness test will be given to each officer, who must meet the minimum requirements. At a minimum, this test will include the following:
 - a. Officers will run the SWAT obstacle course wearing BDU pants, duty/call-out boots, a tactical vest, and a helmet. To pass, officers must complete the obstacle course in four minutes, thirty-five seconds (4:35) or less.
 - b. Once a year officers will participate in the Department physical assessment. Tactical officers must complete each category of the assessment with a minimum rating of 60%, except for the 1.5 mile run. To pass, the 1.5-mile run must be completed in twelve minutes, twenty seconds (12:20) or less. Additionally, each officer will meet an overall minimum assessment rating of 80%.
 - c. Officers will be allowed to re-test within three months of failing a physical fitness test. If officers do not comply with standards within three months, they will be removed from SWAT, unless there is a documented injury.
 - d. Officers at the rank of lieutenant or above will be exempt from the above provisions.
3. All personnel will maintain proficiency with their assigned weapons. See the [Firearms and Ammunition Authorization SOP](#).
 - a. Each quarter, team members assigned to high ground element will shoot ten rounds to qualify. Members will shoot at varying distances, positions, and lighting conditions. Officers will be issued ammunition for this purpose.
 - b. Semiannually, all team member will fire 40mm launchers.



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- c. Team members will maintain firearms proficiency and qualify semiannually with their assigned handguns, M-4, shotguns, and any other firearm they are authorized to carry. This requirement is in addition to other Department qualifications contained in the [Firearms and Ammunition Authorization SOP](#).

4. Training in Barricaded Operations

- a. On an ongoing and minimum monthly basis, APD shall train specialized tactical units conducting barricaded gunman operations on competencies and procedures that include: threat assessment to determine the appropriate response and necessary resources, mission analysis, determination of criminal offense, determination of mental illness, requirements for search warrant prior to entry, communication procedures, and the role of the Crisis Negotiation Team.
- b. This evaluation training will be completed with an approved scenario and will include SWAT, K9, EOD, and CNT.

D. Crisis Negotiation Team

1. Policy

- a. A Crisis Negotiation Team (CNT) is established for the purpose of safely resolving tactical activations, even while attempting to avoid unnecessary and unreasonable risk of harm to the subject of the crisis incident and/or other victims, citizens and officers.
- b. While the method by which any tactical activation may be ultimately resolved is determined by the circumstances and the subject in crisis' behavior, the CNT's underlying goal is to undertake reasonable and safe efforts to obtain a non-violent resolution of the crisis incident.

2. Procedures

The CNT will employ reasonable and safe techniques in an effort to de-escalate the crisis situation requiring a tactical activation. The techniques will include, among other things, crisis and individual assessment, verbal de-escalation techniques, crisis/suicide intervention, active listening, and non-threatening, nonjudgmental communication intended to reduce tension, lower rising emotions and calm the subject and crisis situation.

3. Deployment

- a. Trained on-call CNT personnel will be deployed to attempt to resolve crisis incidents requiring tactical activation, including, but not limited to:
 - i. Hostage incidents;
 - ii. Barricaded subjects that meet the criteria of the [Hostage, Suicidal, and Barricaded Subject SOP](#);



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- iii. Sniper situations;
- iv. Execution of search or arrest warrants with exigent circumstances;
- v. Major disturbances at jails or detention facilities;
- vi. Mass civil disturbances or demonstrations;

- b. The CNT will be used in conjunction with the SWAT and will be deployed whenever SWAT is activated to respond to a situation.

4. CNT Composition

- a. The CNT is composed of supervisors and officers who serve in an additional/collateral duty capacity. They are specialists who focus on and employ verbal de-escalation techniques in an effort to reasonably and safely defuse dangerous, life threatening situations or specific crisis incidents. Those techniques include crisis and individual assessments, crisis/suicide intervention, active listening and non-threatening, nonjudgmental communication intended to reduce tension, lower rising emotions, and calm the subject in crisis and the crisis situation.
- b. The CNT is comprised of a CNT Lieutenant, a CNT Team Leader Sergeant, Primary Negotiator, Secondary Negotiator, Scribe, Information Officer/Intern and a BSD Mental Health Consultant. These team members will have the following responsibilities.

5. CNT Member Selection Process

a. Lieutenant:

- i. The candidates for the CNT Lieutenant position will have a history of demonstrated leadership ability.
- ii. The candidate will have experience in crisis management and negotiation skills.
- iii. The candidate will demonstrate the ability to develop and implement CNT training curricula and lesson plans.
- iv. The candidate will have the ability to coordinate CNT training schedules, including annual, semiannual, and joint training exercises.
- v. The candidate will demonstrate the ability to coordinate and work with crisis negotiating teams from federal, state and local law enforcement agencies.
- vi. The candidate must possess the knowledge, skill and ability to review existing CNT policies and to recommend, create, and implement new CNT policies and procedures as necessary to achieve the goals of safely resolving crisis incidents without unnecessary risk of harm to the safety of subjects in crisis, as well as any victims, other citizens, and officers.

b. CNT Team Leader Sergeant will:

- i. Have demonstrated leadership ability.



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- ii. Have experience in crisis management and negotiations.
- iii. Submit a completed transfer request form.
- iv. Successfully participate in an oral board interview. The oral board will consist of, at a minimum, a joint interview and review of the applicant's qualifications by a CNT Lieutenant, Tactical Unit Supervisor, CNT Team Leader and a Behavioral Sciences Division (BSD) (Mental Health Consultant) Representative.
- v. Successfully complete a graded CNT Activation Practical Exercise.

c. CNT Officers/Team Members

Officers applying for CNT membership will:

- i. Be in a non-probationary status as of the date of application.
- ii. Successfully complete enhanced Crisis Intervention Training, or be scheduled to participate in such training during the next scheduled 40-hour Crisis Intervention Certification course. Successful completion of this training course is a prerequisite for final selection as a CNT Team Member.
- iii. Submit a completed Transfer Request Form.
- iv. Be successful on oral board interview. The oral board will consist of, at a minimum, the CNT Lieutenant, Tactical Unit Supervisor, CNT Team Leader, CNT Team Member, and a Behavioral Sciences Division (BSD) (Mental Health Consultant) Representative.
- v. Successfully complete a graded CNT Activation Practical Exercise.

6. Team Leader Obligations

a. Probationary Status for Team Leader

- i. Newly selected team leaders will serve a six-month probationary period applicable to the new appointment.
- ii. Newly selected team leaders will be placed on scheduled on-call status and will respond to CNT activations in a team leader role, and complete all assignments and responsibilities of a team leader.
- iii. Newly selected team leaders will be assigned to and expected to perform the responsibilities of a CNT leader including participation in all required monthly and quarterly training as well as CNT Activation Practical Exercises.

b. Successful Completion of Probation for Team Leader

- i. Upon completion of the six-month probationary period, the CNT Oral Board will meet and evaluate the newly selected team leader's performance during the CNT training, CNT practical exercises and SWAT activations. This evaluation determines if the newly selected team Leader



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demonstrated the requisite knowledge, skill and ability to successfully and effectively perform the duties and responsibilities of a CNT Team Leader.

- ii. Should the CNT Oral Board determine that the newly selected team leader successfully completed the probationary process, and that as a result, he or she possesses the ability to successfully and effectively perform the responsibilities as a CNT Team Leader, the newly selected team leader's status will be changed from probationary to non-probationary.

7. Team Member Obligations

a. Probationary Status for Team Member

- i. Newly selected Team Members will serve six-month probationary period applicable to the new appointment.
- ii. Newly selected Team Members will be placed on scheduled on-call status and will respond to CNT activations as a Team Member as a Scribe, Information Resource Officer/Intern, as needed.
- iii. Newly selected Team Members will be assigned and expected to perform the responsibilities of a CNT Team Member, as may be assigned by the Team Leader, including participation in all required monthly and/or quarterly training, as well as CNT Activation Practical Exercises.

b. Successful Completion of Probation for Team Member

- i. Upon Completion of the six-month probationary period, the CNT oral board will meet and evaluate the newly selected Team Member's performance during the CNT training, CNT Practical Exercises and SWAT activations. This evaluation determines if the newly selected Team Member demonstrated the requisite knowledge, skill and ability to successfully and effectively perform the duties and responsibilities as a CNT Team Member.
- ii. Should the CNT Oral Board determine that the newly selected Team Member successfully completed the probationary process, and as a result possesses the ability to successfully and effectively perform the responsibilities as a CNT Team Member, the newly selected Team Member's status will be changed from probationary to non-probationary.

8. Psychological Evaluations

All team leaders and all Team Members are required to submit to yearly psychological evaluations.



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9. Responsibilities of CNT Team Upon Activation

A CNT response to all SWAT activations will include the CNT Lieutenant and the on-call CNT team comprised of a CNT Team Leader (Sergeant), Primary Negotiator, Secondary Negotiator, Scribe, Information Officer/Intern, and a BSD Mental Science Division Representative (Mental Health Consultant). The CNT's goal is to assist in safely resolving tactical activations while attempting to avoid the unnecessary risk of harm to the subject of the crisis incident, victims, citizens and officers.

10. Individual CNT Team Responsibilities

a. CNT Lieutenant

Upon being advised by the tactical lieutenant of a tactical activation, the CNT Lieutenant will:

- i. Contact the on-call CNT Team Leader, brief the team leader on the crisis incident and activate the CNT team.
- ii. Brief the Team Leader on the crisis incident and coordinate the CNT's proposed response.
- iii. Brief the tactical lieutenant on the crisis incident and proposed CNT response, and confer with the Team Leader and tactical commander as necessary.
- iv. Contact the Real Time Crime Center (RTCC) and coordinate and disseminate receipt and dispersal of available information in reference to the crisis incident and activation.
- v. Maintain primary responsibility for all CNT related activities during the course and scope of the crisis incident activation, including providing self-assessment of CNT activities to the Tactical Lieutenant to include in the activation after action report.

b. CNT Team Leader Sergeant will:

- i. Contact on call CNT members to advise them of activation and provide location of crisis incident location.
- ii. Ensure all CNT members respond and arrive at the activation location.
- iii. Establish a mobile CNT Command Post at the scene.
- iv. Assign duties and responsibilities to CNT members and ensure completion of assigned duties.
- v. Monitor and respond as necessary to tactical team and Field Services radio transmissions.
- vi. At conclusion of crisis incident, provide CNT input during joint Field Services Bureau, Tactical and CNT debriefing
- vii. Within 48 hours of the resolution of the crisis incident, provide the CNT Lieutenant, or his/her representative with the Tactical Activation sheet, scribe log, reports and all other negotiation related paperwork.



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c. Primary Negotiator will:

- i. Be responsible for direct communication with the subject in crisis, to include all oral, electronic or written contact.
- ii. Coordinate with the CNT Lieutenant and the team leader Sergeant on appropriate responses to the subject in crisis, negotiating tactics and strategy intended to de-escalate and diffuse the crisis situation.
- iii. At conclusion of crisis situation, confer with and debrief the subjects with whom the Primary Negotiator communicated with during the course of the activation.

d. Secondary Negotiator will:

- i. Control access to the Primary Negotiator during the course of negotiations between the subject of the crisis situation and the Primary Negotiator.
- ii. Maintain a record of telephonic contacts with the subject, as well as a summary of each telephonic communication between the subject in crisis and the Primary Negotiator.
- iii. Serve as the liaison between the Primary Negotiator and the CNT team.
- iv. Be responsible for providing surrounding neighbors/neighborhoods with public service announcements during the course of the activation and, subsequently, providing public service information at the conclusion of the activation.

e. Scribe will:

- i. Keep a written or electronic record of the negotiations, including date, time and subject of demands, responses, considerations, or other significant negotiating tactics or strategy during the course of the crisis incident.
- ii. Keep a written or electronic record of relevant intelligence information provided to or obtained by the Primary and Secondary Negotiators.
- iii. Keep a written or electronic record that may be used to supplement and/or complete post activation de-briefing.

f. Information Officer/Intern will:

- i. Be responsible for driving the Mobile Command Post to the crisis incident activation scene.
- ii. Activate and maintain the electronic equipment utilized during the course of the crisis incident activation and any negotiations between the subject of the crisis incident and the Primary and Secondary Negotiators.
- iii. Assist in gathering information and intelligence on the subject of the crisis incident, nature, background or potential cause of the crisis.
- iv. Assist with interviews of family, friends, witnesses and any hostages released by the subject in crisis, which would assist in a safe and nonviolent resolution of the crisis incident.



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- g. Behavioral Sciences Division (BSD) Mental Health Consultant will:
- i. Provide analysis and on scene consultation to CNT Primary and Secondary Negotiators and to CNT members during the course of the crisis incident activation that can assist the CNT team in de-escalating or diffusing the so as to allow the Primary and Secondary Negotiators to safely resolve the crisis situation without unreasonable risk of harm to subjects in crisis, victims, citizens or officers.
 - ii. Provide analysis and on-scene consultation to the SWAT commander during SWAT activation.

E. TEMS

It is the policy of the Support Services Bureau, Metro Division, Tactical Section, TEMS to provide tactical medical support to the department. This includes, but is not limited to emergency medical support of the tactical division during hostage barricade situations, high risk warrants, and specialized patrol functions. The primary objective is to provide quality emergency medical care during tactical operations beyond the scope of the regular emergency medical systems.

1. Objective:

- a. The primary objective is emergency medical support of the Tactical Division/Tactical duties to include, but is not limited to hostage situations, barricaded armed subjects, search or arrest warrants with exigent circumstances, major jail disturbances, civil disturbance support, search and rescue and specialized patrol functions.
- b. TEMS will maintain a high degree of effectiveness by constant evaluation and modernization of its operational tactics, procedures, and medical training. Continuous in-service training assists in achieving that goal. Therefore, a minimum of two days per month will be devoted to tactical training. Due to the specialized nature of TEMS, its personnel are carefully selected in accordance with their past service record, capabilities, demeanor, physical fitness, professional attitudes, and current state licensing.
- c. The medical director for TEMS will be a residency trained board certified emergency medicine physician who has completed an EMS fellowship. The medical director will be on call outs and training days (if available). The physician will provide both direct and indirect care while functioning as the onsite MCEP. The MCEP will coordinate with local EMS/Fire Services to provide safe and effective care to those sick and injured during tactical deployments.
- d. The TEMS Medical Director will coordinate directly with the tactical sergeant to maximize the medical needs of the team and general public.
- e. The team also provides supplemental staffing for the Tactical Division which may be extended to other law enforcement agencies.
- f. TEMS will be primarily responsible for supporting the tactical/open space division in the resolution of situations requiring a specialized tactical



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emergency medical response. TEMS will be requested to respond to the following events:

- i. Hostage situations
- ii. Barricaded armed subjects, or sniper situations
- iii. Search or arrest warrants with exigent circumstances
- iv. Search and Rescue Operations
- v. Major Jail Disturbances
- vi. Mass Civil Disturbance

TEMS will be paged out at the same time as SWAT/EOD Team upon recognition that the situation requires a specialized tactical response. In the absence of a request from a field supervisor, any Tactical Section member may request TEMS activation.

- g. It is also recommended that TEMS may be utilized for the following assignments:
 - i. Situations requiring a short term need for additional manpower, such as:
 - (a) Public Events involving significant numbers of spectators
 - (b) Dignitary Protection details
 - (c) As requested by the Chief of Police

TEMS may also be used for undercover, decoy operations, stakeouts, and surveillance operations as instructed by the team supervisor.

- ii. The team supervisor will determine if the team will deploy as a marked or unmarked team.
- h. TEMS personnel shall familiarize themselves with the mission, goals, policies and objectives of the team, the section and the division.
- i. TEMS personnel will strive to promote efficient, effective and professional working relationships not only within the team, but also throughout the entire department.

2. Training

- a. All personnel will be required to participate in a program of in-service training on a periodic basis. Training will be determined by the Tactical Section Commander to meet the needs of the department, as well as the team.
- b. All personnel will be required to participate in regular on-duty physical training. Each year, a physical agility test will be given to each officer and minimum requirements must be met. Personnel failing to meet minimum standards, as established by the Tactical Section Commander, will be given one quarter to successfully complete the test. If the agility test is failed the second time, the officer will be transferred from the team.
- c. All personnel will maintain proficiency with their assigned weapons.



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i. TEMS will maintain firearms proficiency and qualify semi-annually with their assigned handguns, M-4, and any other firearm that they are authorized to carry. This requirement is in addition to all department qualifications.

d. Team members will be required to maintain a current NM EMT License and continuing medical education as set by state requirements.

3. TEMS Organization

a. There is one TEMS Team with a designated medical director. The SWAT/EOD Team Sergeant will be responsible for TEMS.

4. Uniform

a. TEMS will follow the same uniform requirements as the tactical section. Refer to uniform policy.

5. Equipment

a. To remain mobile, vehicles and equipment will be assigned to individual team members thereby minimizing response time on calls-for-service.

i. Vehicles will be equipped with portable radio, siren, tactical vest, flashlight, gas mask, medical equipment, alarm system, and any other special equipment designated by the SWAT Team Sergeant.

ii. Until automatic external defibrillators (AED's) are available for everyone one will be kept in the equipment van.

b. It shall be the policy of the Metro Division to permit officers to utilize their assigned vehicle off-duty. When doing so, the following is mandatory:

i. Strict adherence to the take home car policy related to on-call status.

ii. Any member who violates the requirements of this policy will be disciplined.

c. Communications- TEMS personnel will use their current assigned a call number.

6. Medical Director Duties

The TEMS Medical Director shall be directly responsible to the SWAT/EOD Sergeant. His duties and responsibilities include, but are not limited to the following:

a. Shall make a visual inspection of all team members prior to each mission.



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- b. Will notify the SWAT Sergeant of any mission changes or conflicts as soon as possible.
- c. Shall conduct formal quarterly inspections of the team member equipment appearance, and monitor for expiration of medical items.
- d. Will maintain knowledge of all future assignments and how it may impact the team:
 - i. Dress
 - ii. Work hours
 - iii. Special equipment needs
 - iv. Personnel required
 - v. Deployment
 - vi. Mission purpose
 - vii. Mission expectations
- e. Will contact local EMS/Fire Services during undertaking of missions and advise without compromise team safety:
 - i. The location of the assignment
 - ii. Nature of medical needs
 - iii. Expected duration of assignment
- f. Shall be responsible for personnel reporting to their assignments properly equipped and on time.
- g. Shall maintain an up-to-date list of phone numbers and addresses of team members.
- h. Shall promote professionalism, esprit de corp, and cooperation within the unit, as well as the department.
- i. Will be active in instructing and directing emergency medical personnel in new methods and techniques. Will further encourage them to develop methods and techniques to improve efficiency and effectiveness.
- j. Will be responsible for all medical equipment including:
 - i. Issued and shared equipment
 - ii. Replacement of equipment
 - iii. Secure equipment storage
 - iv. Location of equipment that may become necessary during an event
 - v. Maintenance and inspection of equipment
- k. Will familiarize themselves with the capabilities and special skills of local emergency medical personnel.
- l. Shall be responsible for the physical demands of TEMS.
- m. Shall regulate scheduling of medical doctors.
- n. Shall be responsible for training subordinates in leadership in the event of their absence.
- o. Shall administer programs for fleet and personnel safety to reduce hazards, and participate in other programs at the direction of the SWAT Sergeant.



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- p. Shall be responsible for tactical medical planning.
- q. Shall be responsible for medical support of tactical resolution to hostile situations.
- r. Shall make internal team assignments (i.e., EMT-B, EMT-I, EMT-P, RN, etc.) based the needs of the Team/Department.

7. TEMS Physicians

Shall be directly responsible to the SWAT Sergeant and duties shall include, but are not limited to the following:

- a. Will be assigned to TEMS on a voluntary basis only.
- b. Will be a board-certified emergency medicine physician with prior law enforcement of military experience.
- c. Will conduct themselves in a manner befitting a productive team member.
- d. Will be prepared to work alone if required.
- e. Will maintain a professional working relationship with other members of TEMS as well as members of other divisions of the department in the interest of a coordinated police effort.
- f. Will be prepared to carry out missions of long duration or missions calling for split duration within a 24-hour period.
- g. Will be prepared to accept those missions assigned to them and:
 - i. Be certain that the mission goal is clear before engaging on an assignment.
 - ii. Communicate to their supervisor and co-workers all relevant information that may help promote the achievement of the mission.
 - iii. Communicate to their supervisor the progress or results of their efforts while carrying out a mission.
 - iv. Communicate to the supervisor any need to alter or change a mission assignment for any reason.
- h. Shall be responsible for knowing information disseminated via departmental correspondence.
- i. Will display initiative and creativity while attempting to develop new techniques to sustain departmental objectives. The effectiveness and efficiency of each team member, as well as that of the team, is limited only by the lack of one's imagination and ingenuity.
- j. Will report for duty properly equipped and on time. While on assignment, maintain communication with the supervisor or team members. At all times, they will communicate by using the call number assigned to them, or be properly logged on the KDT system.
- k. They will not, after receiving a mission assignment, discuss that mission with personnel not assigned to the team. The Metro Division Commander will, at times, impart information to other divisions and personnel of the department on a need to know basis.



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- i. Will be expected to have available in their assigned vehicle, three basic modes of dress:
 - i. Medical scrubs
 - ii. APD tactical uniform
 - iii. Appropriate civilian dress
- m. Will be expected to keep themselves in good physical condition at all times.
- n. Will be prepared to stand a formal and informal inspection of themselves and their equipment at the discretion of their supervisor.
- o. Will sign a property receipt for all equipment issued to them and will not use such equipment while off-duty, except while maintaining their proficiency with said equipment.
- p. Will keep and furnish to their supervisor, a complete inventory of all items departmental and personal, which are carried in their assigned vehicle. Will report any shortage or loss of equipment to their supervisor promptly in order that replacement can be made at the earliest possible time.
- q. Will keep their supervisor informed of their location if away from home for an extended period of time on days off.
- r. Will participate in all in-service training programs and be prepared to instruct other members in any area in which they may have any expertise.
- s. Shall adhere to all fleet and personnel safety programs to reduce hazards and injuries.
- t. Any flagrant violation of the rules set forth above will result in disciplinary action and /or removal from TEMS.
- u. Will respond to SWAT/EOD activations, unless prior approval not to respond has been approved by the SWAT supervisor or work obligations.

8. Hostage Situations

TEMS will be called as soon as a hostage situation is encountered.

It will be the goal of the team to utilize a combined response consisting of negotiations and tactical deployment to help ensure the safe release of the hostage(s) and the apprehension of the offender(s).

- a. TEMS will assist in containment and evacuations of endangered citizens.
- b. The TEMS Medical Director will ensure a tactical medical plan is developed and is ready to be implemented.
- c. TEMS will operate in the inner perimeter and coordinate EMS/Fire at the outer perimeter.
- d. All commands will be communicated by the team sergeant to TEMS.
- e. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
- f. Negotiations with suspect(s) will be conducted only by the SWAT Team members or CNT/CIT/TEMS personnel.



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- g. Once the situation has been resolved appropriate documentation will be completed and submitted.

9. Sniper or Barricaded Armed Suspects

To reduce response and deployment time, TEMS should be called as soon as either situation is encountered. It will be the goal of TEMS to support SWAT while minimizing the risk of injury to citizens and officers.

- a. TEMS will assist in evacuating endangered citizens.
- b. TEMS will ensure a tactical medical plan is developed and is ready to be implemented.
- c. TEMS will function within the inner perimeter.
- d. All commands will be communicated by the SWAT Sergeant to TEMS.
- e. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
- f. Negotiations with suspect(s) will be conducted only by the SWAT Team members or CNT/CIT/TEMS personnel.
- g. Once the situation has been resolved appropriate documentation will be submitted.

10. Search/Arrest Warrants with Exigent Circumstances

TEMS will assist the SWAT Team which is responsible to enter any structure and secure suspects to permit the investigating unit to safely execute the warrant under any of the following conditions:

- a. The location has been fortified against entry by use of:
 - i. Wrought iron bars
 - ii. Multiple door locks
 - iii. Door bracing
 - iv. High fences with locks
 - v. Other types of barricades/fortifications
- b. There is reason to believe the suspect(s) is/are armed and will use weapons against law enforcement officers.
- c. The suspect(s) background reveals a propensity toward violence.
- d. There is no practical way the suspect(s) can be arrested outside of the location.
- e. The target location is believed to be a drug manufacturing point or a large-scale distribution center.
- f. In a location where neighborhood or patron empathy could cause hostilities toward the police.



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- g. That evidence located inside the target location is of such a type that it can be destroyed if entry into and securing the location cannot be accomplished in a quick and tactically safe manner.

11. Dignitary Protection

- a. In order to provide for the security and safety of visiting dignitaries, a written plan will be developed for each visit. The plan will be in the form of a Tactical Section Operations Plan, TEMS will assist in the following:
 - i. Medical Services: TEMS will assist in notifying hospitals specific for the detail.
 - (a) Primary hospital to be used (usually University of New Mexico Hospital).
 - (b) Arrangements for fire department, paramedic unit or private ambulance.
- b. As part of the preparation and planning for the handling of dignitaries, the following will be considered:
 - i. Equipment requirements: specialized vehicles, body armor, etc.
 - ii. Advance inspections of sites and facilities
 - iii. Coordination of operations within the department and with other agencies
- c. Special Events Plan
 - i. Special events, parades, sporting events, etc., require advance planning to ensure public safety.
 - ii. A Tactical Section Operations Plan will be prepared, detailing the plan on each event. TEMS will assist in allocating and managing medical resources and responses as deemed necessary by the SWAT Sergeant.

12. Cooperation and Coordination

- a. TEMS Personnel within the inner perimeter will function to allocate, manage and provide intelligence to responding Fire/EMS services at the outer perimeter. AFD personnel will remain on scene to transport officers in need of hospital medical care and coordinate AAS transport for non-city employees. Information provided will be:
 - i. Ingress/Egress Routes
 - ii. Number of victims
 - iii. Nature of injuries
 - iv. Need for additional resources
 - v. Threat assessment



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- b. When possible, the supervisor in charge of the operation will attend the appropriate briefing sessions in the concerned area command. Care must be used when disseminating information so that the integrity of the mission is not compromised.

13. Use of Explosive Entries

- a. It is the policy of the Support Services Bureau, Metro Division, Tactical Section, SWAT Team to deploy effective means of entry including the use of explosives. In situations where the safety of team members and/or the public are in jeopardy, and/or where other means of entry are not feasible due to fortifications, the Tactical Section Commander may authorize the use of explosive breaching charges to affect entry.
- b. The Tactical Section Commander will obtain authorization from the Metro Division Commander prior to deployment of any explosive breaching charge unless doing so would unnecessarily delay rescue efforts and thereby jeopardize the safety of hostages.
- c. TEMS Personnel will be present to meet the medical needs of the Tactical Team and general public. TEMS will advise on scene AFD Personnel in the advent of fire or need of medical transportation of the sick and injured.

14. Requirements For Metro Division, Tactical Section, TEMS Selection

- a. Must maintain all medical licenses and certifications to include but not limited to:
 - i. NM Medical License/EMT License
 - ii. ABEM Board Certification
 - iii. NM Board of Pharmacy Controlled Substance License
 - iv. DEA License
 - v. Advanced Trauma Life Support
 - vi. Advanced Disaster Life Support
 - vii. Pediatric Advanced Life Support
 - viii. WMD
 - ix. Maintain yearly Continuing Medical Education
- b. If a reserve officer must maintain all requirements of a reserve officer in addition to medical requirements. Hours will be maintained and monitored by the SWAT Sergeant.
- c. Practice medicine in austere environments.
- d. Meet the approval of the Tactical Section Sergeants, Commander and Medical Director.
- e. Must be willing to be on an on-call status.
- f. Candidate must be willing to adjust hours and workdays to fit the needs of the department. Must be willing to purchase additional uniforms required for the job and must stay in good physical condition.



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- g. Candidates must agree to a long-term commitment to the Metro Division, Tactical Section, TEMS to compensate for training received. The uniqueness of the team mission mandates that it is exempt from standard rotation schedules.
- h. EMT's will follow Bernalillo County EMS Protocols

F. Uniform

Specialized Tactical team members shall wear uniforms that clearly identify them as law enforcement officers as follows:

1. Standard APD uniform;
2. Tactical operation uniform as dictated by assignment and determined by the Tactical Commander; or
3. Training uniform as determined by the Tactical Commander.
4. Except that team members may wear civilian clothes with approval from Tactical chain of command (mode dictated by mission requirements such as dignitary protection).

G. Unit Patch

1. Officers assigned to the Tactical Section – SWAT Team members are authorized to wear the SWAT patch.
2. Wearing the Patch
 - a. The patch will be worn in accordance with the [Uniform SOP](#).
 - b. The patch size will vary based on the uniform and fatigue hat.
 - c. The patch may be sew-on or embroidered, affixed to either the uniform or hat.
 - d. The olive drab SWAT patch may be worn on the tactical uniforms of high ground and team members, as deemed necessary by the Tactical Commander.



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H. Equipment

Each Tactical Officer will possess a basic equipment inventory:

1. Department-approved helmet;
2. Department-approved entry vest;
3. Department-approved gloves;
4. Eye protection;
5. Department-issued on-body recording device;
6. Department-issued rifle;
7. Department-issued handgun; and
8. Department-issued communications.

I. Special Operations Division Commander

1. Will be the rank of Commander and reports to the Deputy Chief of Special Services Bureau.
2. Will oversee the Special Operations Division and fulfill all responsibilities of a Department Commander.
3. Must successfully complete a Tactical Command School within one year of appointment.

J. Tactical Commander

1. Tactical Commander shall hold the rank of Lieutenant.
2. The Tactical Commander shall be directly responsible for the overall operations of the Tactical Section.
3. The Tactical Commander shall be directly responsible for the coordination of all tactical operations and critical incidents, as well as the deployment of the tactical team.
4. Prior to assuming this position, the Tactical Commander shall have experience in overseeing tactical operations.
5. The Tactical Commander must successfully complete a Tactical Command School within one year of transfer into this position.



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K. SWAT Sergeant

The SWAT Sergeant shall be directly responsible to the Tactical Commander. Duties and responsibilities shall include, but are not limited to, the following. The SWAT Sergeant shall:

1. Notify the Tactical Commander of any mission changes or conflict of missions as soon as possible;
2. Conduct formal monthly inspections of all team members' appearance and equipment appropriation, maintenance, care, and inventory, including:
 - a. Issued and shared equipment;
 - b. Needed replacement of equipment;
 - c. Stored and secured equipment;
 - d. Location of equipment necessary during an event; and
 - e. Maintenance and inspection of equipment.
3. Contact the on-duty Communications Supervisor directly prior to a team's mission and advise him or her of:
 - a. Location of the assignment;
 - b. Need for a secure channel, if necessary; and
 - c. Expected duration of assignment.
4. Be responsible for personnel reporting to their assignments equipped and on time;
5. Work the same assignments and hours as team members;
6. Maintain an up-to-date list of phone numbers and addresses for team members;
7. Promote harmony, esprit de corps, and cooperation within the unit, as well as in the Department;
8. Actively instruct and direct subordinates in new methods and techniques to improve efficiency and effectiveness;
9. Ascertain the capabilities and special skills of subordinates;
10. Ensure the physical fitness of the team;
11. Monitor team days off, comp time, and vacation;
12. Schedule physical training, physical fitness tests, recertification training, firearms qualifications, and Maintenance of Effort (MOE) for all team members.



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13. Train subordinates in SWAT Sergeant duties so they may assume command if necessary;
14. Comprehend the duties of the Tactical Commander to assume command duties if necessary;
15. Formulate all tactical planning, subject to the approval of the Tactical Commander;
16. Make team assignments, such as high ground and entry teams, based upon member performance, availability, and needs of the team or Department;
17. Successfully complete a Basic SWAT Officers course within one year of transfer into this position, subject to course availability; and
18. Successfully complete SWAT Supervisor School within one year of transfer into this position, subject to course availability.

L. SWAT Team Officer

1. SWAT Team Officer shall be directly responsible to the squad sergeant. Duties shall include, but are not limited to, the following. The SWAT Team Officer shall:
 - a. Be assigned to a SWAT team on a voluntary basis only;
 - b. Have no fewer than four (4) non-probationary years as a commissioned officer with the Department and have an exemplary record, as reflected in his or her personnel file or attested to by his or her past commander. The following qualifications also apply:
 - i. He or she must have received a satisfactory rating or higher for the last two performance appraisals.
 - ii. Any suspension received within the last twelve months will be considered an automatic disqualifier (excluding first accident suspension). In addition, any disciplinary action received within two (2) years of the date of the personnel circular will be reviewed and may be considered a disqualifier.
 - iii. He or she has been charged with no more than one preventable accident within the last twelve (12) months.
 - iv. Overall officer file review with no adverse finding.
 - v. Internal Affairs will complete a file review for the officer with no adverse finding.
 - vi. The officer must meet with the Behavior Sciences Division when first assigned to SWAT and meet annually thereafter.
 - vii. The officer shall successfully complete a Basic SWAT Officer Course within one (1) year of transfer into the position, subject to course availability.



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- viii. He or she must be willing to adjust assignment, workdays, and work hours as necessary in order to meet the needs of the Tactical Section or Department. These assignments may be given on very short notice.
 - ix. He or she must be willing to accept on-call status on a permanent basis, 7 days a week, 24 hours a day, with the exception of time off approved by the SWAT supervisors.
 - x. He or she must be willing to attend specialized training as directed by the SWAT Supervisor or Tactical Commander.
 - xi. Officer will be subject to a one-year trial period per APOA contract.
- c. Be prepared to carry out missions of long duration as determined by the Tactical Commander;
 - d. Be prepared to accept assigned missions and:
 - i. Understand the mission goal before beginning an assignment;
 - ii. Communicate to team members all relevant information to fulfill the mission;
 - iii. Communicate to the supervisor their progress and the results of their actions while carrying out a mission; and
 - iv. Explain to the supervisor any reason to modify a mission assignment.
 - e. Decline to discuss a mission assignment with personnel not assigned to the team. The Special Operations Division Commander will inform other divisions and personnel of the Department, as necessary.
 - f. Carry in his or her assigned vehicle the APD tactical uniform and appropriate civilian dress;
 - g. Stand for a formal or informal inspection of their equipment at the discretion of the supervisor;
 - h. Sign a property receipt for all issued equipment and refrain from using the equipment while off duty, except while maintaining proficiency with the equipment;
 - i. Maintain and furnish to the supervisor a complete inventory of all items carried in his or her assigned vehicle. Report any shortage or loss of equipment to the supervisor so that the equipment can be promptly replaced.
 - j. Inform supervisor of location if away from home for an extended time while on days off;
 - k. Participate in all in-service training programs and instruct other members in areas of personal expertise;
 - l. Respond to SWAT activations, unless prior approval to refrain has been approved by the SWAT supervisor.
2. Any flagrant and/or repeated violation of these rules will result in disciplinary action and can result in removal from the SWAT team.



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M. Team Leader and Assistant Team Leader

1. The team leader and assistant team leader will be assigned by the SWAT Sergeant and the Tactical Commander.
2. The SWAT Sergeant will supervise the team leader and assistant team leader.
3. These positions will require two or more years of service with APD SWAT, unless waived by the Tactical Commander.
4. Officer(s) must have exemplary performance on call-outs and critical incidents.
5. Officer(s) must have a satisfactory or higher rating on all Employee Work Plans.
6. Officers must conduct themselves in a positive and professional manner, as well as possess leadership skills and the ability to guide others.
7. Individuals must be willing to assist the supervisors in carrying out the goals and mission of the Tactical Section.
8. The team leader and assistant team leader will be responsible for assisting the SWAT Sergeants in tactical planning for critical incidents.
9. Officers shall successfully complete a SWAT Team Leader Development course within one year of transfer to the position(s), subject to course availability.

N. Hostage Situations

1. The SWAT team will be called as soon as a hostage situation occurs.
2. The goal of the team will be to utilize a combined response of negotiations and tactical deployment to ensure the safe release of the hostage(s) and the apprehension of the offender(s).
3. The team may assist Field Services in containment and evacuation of endangered citizens.
4. The team sergeant or team leader will develop and implement a tactical plan.
5. Field Services will be responsible for maintaining the outer perimeter and will coordinate their actions through the Tactical Commander. Perimeter personnel should be prepared to don gas masks if chemical munitions are deployed.
6. The team members will maintain the inner perimeter and high ground positions.



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7. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Officer, Tactical Commander or the senior officer at the scene.
 8. Negotiations with suspect(s) will be conducted only by the SWAT team members or CNT/CIT personnel.
 9. Once the situation has been resolved, an After Action Report will be prepared and submitted by the Tactical Commander or his designee.
- O. Barricaded Subjects Who Meet Criteria for Tactical Deployment (Refer to the [Hostage, Suicidal, and Barricaded Subject SOP](#)).
1. To reduce response and deployment time, the SWAT team should be called as soon as the situation occurs.
 - a. Barricaded subjects will be given time to surrender if safety allows.
 - b. Chemical agents are authorized and recommended for deployment when a barricaded subject refuses to surrender. If chemical agents are to be used, the Fire Department will be notified to stand by at the outer perimeter.
 - c. Additional force or entry into a building will be used only upon the authorization of the Tactical Team on-scene commander.
 2. The team may assist Field Services in evacuating endangered citizens.
 3. The team will develop a tactical plan and implement it when necessary.
 4. The team will maintain the inner perimeter and high ground positions.
 5. All commands will be communicated by the team sergeant to team members after deliberation with the on-scene Tactical Commander.
 6. Media releases concerning the tactical situation, response, and/or resolution will be issued by the Public Information Office, Tactical Commander or the senior officer at the scene.
 7. Negotiations with any suspect(s) will be conducted by the Tactical/CNT team members.
 8. Once the situation has been resolved, an After Action Report will be prepared and submitted by the Tactical Commander or his designee.



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P. Use of Tactical Units in Response to Barricaded or Suicidal and Barricaded Subjects

1. SWAT will respond to barricaded or suicidal and barricaded situations only when one or more of the following conditions is present:
 - a. Subject has a confirmed felony warrant;
 - b. The subject is currently committing a violent felony crime;
 - c. The subject has a non-violent felony warrant or is currently committing a non-violent felony crime and has a documented violent history;
 - d. Subject is armed with a firearm and an on-scene officer can articulate that the subject is discharging the firearm;
 - e. Subject is armed in a public area or displaying an immediate threat of violence in this public area; or
 - f. There is positive confirmation of the presence of an unwilling hostage who is unable to leave the location of the suicidal subject.
2. The Tactical Commander will make the final determination on the use of Tactical Units on all situations.

Q. Search/Arrest Warrants

The SWAT team will be responsible for entering any structure and securing suspects in order to permit the investigating unit to safely execute the warrant under any of the following conditions:

1. The location has been fortified against entry by use of wrought iron bars, multiple door locks, door bracing, high fences with locks, or other types of barricades or fortifications;
2. There is reason to believe the suspect(s) is armed and will use weapons against law enforcement officers;
3. The suspect's background reveals a propensity toward violence;
4. There is no practical way the suspect(s) can be arrested outside the location;
5. The target location is believed to be a drug manufacturing point or a large-scale drug distribution center; or
6. The suspect is in a location where neighborhood or patron empathy could cause hostile reaction to police.



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R. Armored Vehicle

1. Terminology

- a. MRAP – Mine Resistant Ambush Protection
- b. Bear Cat – armored vehicle
- c. ROOK –armored skid steer with attachments

2. The general purpose of these vehicles is to allow the safe movement of individuals through areas made dangerous by hostile gunfire or threat thereof.

3. Emergency Use

- a. The armored vehicle may be used to rescue citizens who are stranded in a dangerous position by hostile gunfire or threat thereof.
- b. The vehicle may be used to lessen the risk of loss of life and to quickly deploy officers during the resolution of a high risk tactical situation.
- c. Prior to deployment of the armored vehicle, the Tactical Commander at the scene should be briefed on:

- i. The history of the incident, including deaths, injuries, and property damage;
- ii. The potential danger posed by the subject(s); and
- iii. Specific reasons to deploy an armored vehicle.

4. Non-Emergency Use

- a. An armored vehicle will be used periodically in training operations to familiarize officers with its capabilities.
- b. An armored vehicle may be used periodically in static displays for educational or community purposes.
- c. Use of an armored vehicle for either of the above two non-emergency purposes must be approved by the Tactical Commander.

5. Operational Procedures

- a. A police escort should be used when moving the MRAP armored vehicle.
- b. The vehicle should have an APD radio on board during operation.
- c. Travel routes should be chosen to minimize the impact on traffic.

6. Armored vehicles will be deployed in emergency situations only at the authorization of the Tactical Commander.

7. The vehicle will be operated in the safest manner possible consistent with the situation at hand.



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8. Armored vehicles will only be driven by officers who have received proper training in operating these vehicles.
9. Prior to returning the vehicle, it will be refueled to capacity and cleaned.
10. Any damage incurred as a result of operation of the vehicle will be reported, in compliance with Department SOP.

S. Dignitary Protection

1. To provide for the security and safety of visiting dignitaries, a written plan will be developed for each visit. The Tactical Section Operations plan will include the following elements.
 - a. Situation: A brief description of the dignitary and the date of his or her arrival
 - b. Policy: A description of APD's commitment
 - c. Command: Identify Tactical Commander, supervisor, officers, and their responsibilities
 - d. Communications: Frequency to be used and provisions for an operator
 - e. Logistics:
 - i. Equipment to be carried by each officer
 - ii. Staffing requirements
 - iii. Designated ambulance service
 - iv. Designated wrecker service
 - f. Tactics and Deployment:
 - i. Designation of post assignments
 - ii. Location of command posts
 - iii. Manning of command post and hours of operation
 - g. Personnel assignments attached to the plan for each location or motorcade route
 - h. Escorts:
 - i. Detailed explanation of routes to be used by the motorcade
 - ii. Alternate routes designed in advance of event
 - iii. Number and type of vehicles to be used
 - iv. Escort routes to be assessed by a supervisor prior to the event.
 - i. Medical Services:
 - i. Primary hospital to be used
 - ii. Arrangements for fire department, paramedic unit, or private ambulance



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2. As part of preparing and planning for hosting dignitaries, the following elements will be considered:
 - a. Equipment requirements: specialized vehicles, body armor, or other equipment;
 - b. Advance inspections of sites and facilities;
 - c. Liaison with Criminal Intelligence Unit for information; and
 - d. Coordination of operations within Department and with other agencies.

3. Special Events Plan
 - a. Special events, parades, and sporting events require advance planning to ensure public safety.
 - b. A Tactical Section Operations Plan will be prepared, detailing the plan for each event. The plan will include the following components.
 - i. Situation:
 - A detailed explanation of the event to include dates of occurrences
 - Any special problems anticipated, to include such things as large crowds, traffic
 - ii. Mission: Detailing the objectives of the Department
 - iii. Command: Designation of Tactical Commander and supervisors, with responsibilities
 - iv. Logistics:
 - Equipment to be carried by each officer
 - Staffing requirements
 - Designated ambulance service
 - Designated wrecker service
 - v. Tactics and Deployment:
 - Designation of post assignments
 - Location of command posts
 - Manning of command post and hours of operation
 - vi. Personnel Assignments: noted on annex attachments to the plan



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T. Cooperation and Coordination

1. Prior to beginning any special operation in any area command, the supervisor in charge of the operation will advise the Watch Commander of the following:
 - a. Type of operation
 - b. Location of operation
 - c. Dates and times of deployment
 - d. Number of officers assigned
 - e. Requests for assistance, if needed
2. When possible, the supervisor in charge of the operation will attend the appropriate briefing sessions in the affected area command. Care must be used when disseminating information so that the integrity of the mission is not compromised.

U. Department-Issued Weapons

1. Tactical section personnel will be issued department-approved weapons.
 - a. Handguns
 - i. Handguns must meet the requirements set forth in the [Firearms and Ammunition Authorization SOP](#).
 - ii. Each tactical officer will be issued two handguns.
 - b. Urban rifles must meet Department requirements and the needs of the tactical section.
 - c. Counter Sniper Rifles
 - i. These rifles must meet Department requirements and the needs of the tactical section.
 - ii. Acceptable models are bolt actions capable of shooting 1 MOA or auto loading rifles capable of shooting 2 MOA.
 - iii. Scopes for these rifles will be high quality, 6X or greater.
 - iv. Other shooting aids, such as bipods, slings, mats, and cheek rests, are authorized.
 - v. Officers in this role will be issued standard ammunition quantities for training and qualifications.
2. Authorized Ammunition
 - a. SWAT team members may carry military ball, soft point, or hollow point ammunition in their rifles, consistent with their training and the specific mission at hand.



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b. Armor piercing rounds may be available to the team members for unique situations.

3. Training and Qualifications

- a. Prior to duty carry, each officer will demonstrate proficiency in the ability to properly function the weapon, clear malfunctions, and pass qualification shoots at ranges out to 100 yards.
- b. Officers will train throughout the year in various situations, distances, and lighting conditions.
- c. Officers will qualify twice a year (every six months).
- d. The SWAT Training Coordinator will facilitate and maintain training records, qualification scores, and training courses.

4. Security

Officers will be held responsible for securing their weapon in the locked vaults or in the trunk of their assigned police unit.

V. Use of Explosive Entries

1. When the safety of team members and/or the public is in jeopardy, and/or when entry into a fortified structure is not feasible through other means, the Tactical Commander may authorize the use of explosive breaching charges to enter the structure.
2. This SOP will be the standing document for the Special Weapons and Tactics Explosive Breaching Program/Team, and it will not be superseded by other Tactical Section SOPs.
3. The EOD Sergeant will be responsible for supervising and directing the Explosive Breaching Program/Team.
4. SWAT team sergeants will obtain authorization from the Tactical Commander or EOD Sergeant prior to deploying any explosive breaching charge.
5. Criteria for Using Explosive Breaching Charges:
 - a. Explosive breaching charges can be used in situations when penetrating structural fortifications is urgently needed to preserve the lives and the safety of all persons, such as those in hostage situations.
 - b. With the approval of the Tactical Commander, explosive breaching charges can be used in high-risk warrant services when fortifications cannot be safely breached by conventional means and when there is a reasonable threat of violence against officers.
 - c. Prior to utilizing explosive breaching charges, alternate methods of forced entry will be evaluated.



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6. Procedures for Using Explosive Breaching Charges

a. Construction of Charge:

- i. The explosive charge will be designed, built, placed, and initiated only by EOD personnel after consulting with the on-scene Tactical Commander.
- ii. Only charges which have been successfully tested for the specific application will be utilized.

b. Only trained EOD personnel are authorized to build, test, and utilize explosive breaching charges unless exigent circumstances exist, as outlined in "Use of EOD Technicians" below.

c. Use of EOD Technicians and Non-EOD Tactical Officers:

- i. Typically, an EOD technician will place and detonate the charge during operations that require explosive breaching. However, if exigent circumstances exist where life-saving measures must be employed immediately, such as during hostage rescue, emergency assault, or active shooter, non-EOD tactical officers may assist. These officers must have been properly trained and certified by EOD in explosive breaching. They may utilize the appropriate explosive breaching charge, after advising the Tactical Commander and the EOD Sergeant in each circumstance.
- ii. Periodically as determined by the Tactical Commander, EOD will train with SWAT and K9 on explosive breaching operations.
- iii. EOD technicians will conduct render safe procedures for misfires during explosive breaching operations.

d. Reporting:

- i. An explosive shot report will be completed for each explosive breaching, for both practice and actual use.
- ii. For live operations only, photographs will be taken of the post-shot scene.
- iii. For live operations only, the explosive shot will be recorded in an incident report.
- iv. Pre-shot photos will be taken only if doing so will not jeopardize the investigation or safety of officers and citizens.

e. Security and Safety:

- i. A secure perimeter will be in place to ensure that no persons are allowed in dangerous proximity during the use of a breaching charge. The distance will be determined by the type of charge. This will include evacuating people inside the perimeter as necessary.
- ii. During a live operation, the Tactical Lieutenant will request and maintain AFD Rescue and fire equipment on-scene during the utilization of a breaching charge in order to provide fire and medical support.



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f. Storing Explosives and Breaching Charges:

- i. All explosives will be stored in accordance with Bureau of Alcohol and Tobacco Firearms & Explosives (BATF & E) regulations.
- ii. Due to storage requirements, EOD personnel will provide explosives to the Explosive Breaching Team for testing, training, and operational purposes. For inventory and tracking purposes, a written request from the Explosive Breaching Team will be provided to EOD personnel prior to the delivery of any explosives.
- iii. Detonators will be stored in non-shock sensitive containers and in an area separated from explosive breaching charges.

g. Transportation of Explosives:

Transportation of explosives and charges will be in accordance with BATF & E standards, as administered by the BATF & E Albuquerque office.

h. Research, Development and Testing of Explosive Breaching Charges:

Dual/redundant charge calculation sheets with pressure diagrams, photographs, and pertinent sketches will be completed prior to firing development charges.

W. Noise Flash Diversionary Devices (NFDD)

1. NFDDs will be deployed by tactical personnel upon authorization from a Tactical supervisor.
2. If there are exigent circumstances, such as during a hostage rescue, emergency assault, or active shooter, and a Tactical supervisor is not yet on-scene, the deploying officer(s) may authorize the use of one or more NFDDs.
3. Non-EOD tactical officer(s) may also immediately deploy one or more NFDDs when officer or civilian safety is threatened, or where the need to deploy a device or devices immediately is paramount to their safety.

X. Annual Retention Review

1. All SWAT team members will be subject to an annual review to ensure they are meeting the delineated criteria for their position.
2. The annual review shall comprise of:
 - a. Review of the team member's Employee Work Plan by the chain of command;
 - b. File review of the team member by the chain of command; and
 - c. Annual meeting with the Behavioral Sciences Division.



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3. Should negative issues arise during this review, the team member will be subject to retraining, progressive discipline, and/or removal from the unit.

Y. Annual Review

The supervisors of the Tactical Section will conduct an annual meeting every January to analyze the activities of the previous year. The supervisors will review information regarding the number of activations/deployments, arrests, use of force, seizures, weapons discharges, injuries to persons or domestic animals, and kinds of deployment. During this meeting, they will discuss policies, procedures, legal developments, training updates, operational evaluations, Force Review Board recommendations, and after-action reviews. After this meeting, the Division Commander will finalize the annual report. If any changes are required, those changes shall be implemented 90 days or less from the review date.

Submit



Policy Recommendations to the Office of Policy Analysis

Date: 8/1/18

SOP:6-8 Specialized Tactical Units

Name of Agency: Albuquerque Police Department

RECOMMENDATION 1

Section(s) of the policy
(Ex: 3-29-2 Definitions)

6-8 Specialized Tactical Units(New additions and deletions)

Issue

There were several additions and deletions for this policy as a result of changes within the division. Most of the changes were to improve the way the SOP was organized because it was not in some type of order. Much of it was reformatted and added sections for Precision Rifle Operators and Priority of Life. Special Order 18-50 and 18-51 were added into this policy to update it.

Recommendation

Because there are numerous changes the draft has been attached to this form with all the changes.

Addition can be added under
6-9-3 Rules and Procedures.

Recommendation made by

Office of Policy Analysis

Other stakeholder:

Supporting research,
best practices, data
trends, etc.

Best practices are to changing from "sniper" to Precision Rifle Operator and to include priority of life for tactical SOP. SO 18-50 and 18-51 were approved by the monitors. These will be added to SOP 6-8

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