



**1-65 METROPOLITAN COURT PROTECTION UNIT**

**Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):**

A. Related SOP(s)

2-83 Hospital Procedures and Rules (Formerly 2-11)

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

**1-65-1 Purpose**

The purpose of this policy is to outline the rules and responsibilities for Metropolitan Court Protection Unit personnel.

**1-65-2 Policy**

It is the policy of the Albuquerque Police Department (Department) for Metropolitan Court Protection Unit personnel to collaborate with Bernalillo County Metropolitan Court personnel and to protect community members within the Bernalillo County Metropolitan Court and the court's facilities.

**N/A 1-65-3 Definitions**

A. Intergovernmental Agreement

An agreement between the City of Albuquerque, the Department, and the Bernalillo County Metropolitan Court that provides law enforcement personnel to conduct all necessary law enforcement functions as required by the Bernalillo County Metropolitan Court.



**6 1-65-4 Rules and Responsibilities**

A. The Metropolitan Court Protection Unit Supervisor shall:

1. Ensure minimum staffing levels of sworn personnel are maintained at the Bernalillo County Metropolitan Court in conjunction with the Court Executive Officer and the Department's chain of command; and
2. Work closely with Bernalillo County Metropolitan Court administration to ensure proper coverage.

B. Metropolitan Court Protection Unit personnel shall:

1. Comply with Department Standard Operating Procedures (SOP), Special Orders, and the Intergovernmental Agreement while working at the Bernalillo County Metropolitan Court;
2. Comply with all rules and regulations set by the Bernalillo County Metropolitan Court;
3. Provide law enforcement coverage during operational hours, special events, and weekend arraignments;
  - a. When requested, Metropolitan Court Protection Unit personnel shall respond throughout the Bernalillo County Metropolitan Court and adjoining property to take law enforcement action.
4. Process and book all individuals arrested within the Bernalillo County Metropolitan Court into the Metropolitan Detention Center (MDC) holding facility that is located at MDC, or the Prisoner Transport Center (PTC);
5. Follow the orders of other courts who possess jurisdiction over individuals who are in custody or have been remanded into custody;
6. At a minimum, ensure that one (1) Metropolitan Court Protection Unit officer is posted at the rotunda to monitor the main entrance and assist the on-site security company that maintains access to the Bernalillo County Metropolitan Court;
  - a. If the Metropolitan Court Protection Unit officer posted at the rotunda needs to assist with a call for service or when they are called away from their post, they shall return or be replaced when they or another officer becomes available.



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

**SOP 1-65 (Formerly 6-6)**

**P&P Draft 11/01/2023**

N/A

7. Maintain custody of individuals who are under arrest and need to be transported to a medical facility for medical treatment, consistent with SOP Hospital Procedures and Rules (refer to SOP Hospital Procedures and Rules for sanction classifications and additional duties); and

N/A

a. If the individual is admitted to the medical facility, Metropolitan Court Protection Unit personnel shall follow the procedures outlined in SOP Hospital Procedures and Rules (refer to SOP Hospital Procedures and Rules for sanction classifications and additional duties).

8. Follow jurisdictional responsibility concerning individuals who are required to be restrained at the Bernalillo County Metropolitan Court as follows:

N/A

a. Individuals who are in MDC's custody and are appearing for a court hearing while in restraints are the sole responsibility of MDC personnel; and

N/A

b. Individuals who are not in MDC's custody upon entering the Bernalillo County Metropolitan Court but are later ordered into custody by the judge are the responsibility of Metropolitan Court Protection Unit personnel.

REDLINED



**1-65 METROPOLITAN COURT PROTECTION UNIT**

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

A. Related SOP(s)

~~2-83 Hospital Procedures and Rules (Formerly 2-11)~~ 2-83 Hospital Procedures and Rules (Formerly 2-11)

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

**1-65-1 Purpose**

The purpose of this policy is to outline the rules and responsibilities for Metropolitan Court Protection Unit personnel.

**1-65-2 Policy**

It is the policy of the Albuquerque Police Department (Department) for Metropolitan Court Protection Unit personnel to collaborate with Bernalillo County Metropolitan Court personnel and to protect community members within the Bernalillo County Metropolitan Court and the court's facilities.

**N/A 1-65-3 Definitions**

A. Intergovernmental Agreement

An agreement between the City of Albuquerque, the Department, and the Bernalillo County Metropolitan Court that provides law enforcement personnel to conduct all necessary law enforcement functions as required by the Bernalillo County Metropolitan Court.



**6 1-65-4 Rules and Responsibilities**

A. The Metropolitan Court Protection Unit Supervisor shall:

1. Ensure minimum staffing levels of sworn personnel are maintained at the Bernalillo County Metropolitan Court in conjunction with the Court Executive Officer and the Department's chain of command; and
2. Work closely with Bernalillo County Metropolitan Court administration to ensure proper coverage.

B. Metropolitan Court Protection Unit personnel shall:

1. Comply with Department Standard Operating Procedures (SOP), Special Orders, and the Intergovernmental Agreement while working at the Bernalillo County Metropolitan Court;
2. Comply with all rules and regulations set by the Bernalillo County Metropolitan Court;
3. Provide law enforcement coverage during operational hours, special events, and weekend arraignments;

—When requested, Metropolitan Court Protection Unit personnel shall respond throughout the Bernalillo County Metropolitan Court and adjoining property to take law enforcement action.

~~6.a. Be available to work off-site for specialty courts or other official court assignments;~~

~~7.4. Process and book all individuals arrested within the Bernalillo County Metropolitan Court into the Metropolitan Detention Center (MDC) holding facility that is located at MDC, the Bernalillo County Metropolitan Court's basement, or the Prisoner Transport Center (PTC);~~

~~8.5. Follow the orders of other courts who possess jurisdiction over individuals who are in custody or have been remanded into custody;~~

~~9.6. At a minimum, ensure that one (1) Metropolitan Court Protection Unit officer is posted at the rotunda to monitor the main entrance and assist the on-site security company that maintains access to the Bernalillo County Metropolitan Court;~~

- a. If the Metropolitan Court Protection Unit officer posted at the rotunda needs to assist with a call for service or when they are called away from their post, they shall return or be replaced when they or another officer becomes available.

N/A



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

**SOP 1-65 (Formerly 6-6)**

**P&P Draft 11/01/2023**

N/A

~~40.7.~~ Maintain custody of individuals who are under arrest and need to be transported to a medical facility for medical treatment, consistent with SOP Hospital Procedures and Rules (refer to SOP Hospital Procedures and Rules for sanction classifications and additional duties); and

N/A

a. If the individual is admitted to the medical facility, Metropolitan Court Protection Unit personnel shall follow the procedures outlined in SOP Hospital Procedures and Rules (refer to SOP Hospital Procedures and Rules for sanction classifications and additional duties).

~~41.8.~~ Follow jurisdictional responsibility concerning individuals who are required to be restrained at the Bernalillo County Metropolitan Court as follows:

N/A

a. Individuals who are in MDC's custody and are appearing for a court hearing while in restraints are the sole responsibility of MDC personnel; and

N/A

b. Individuals who are not in MDC's custody upon entering the Bernalillo County Metropolitan Court but are later ordered into custody by the judge are the responsibility of Metropolitan Court Protection Unit personnel.