

# PART III-OPERATIONAL PROCEDURES

## BIAS AND DISCRIMATORY PRACTICES

### JEMEZ SPRINGS POLICE DEPARTMENT OPERATING PROCEDURE 331.1

**PURPOSE:** The purpose of this procedure is to prevent and prohibit the practices of bias profiling and other discriminatory practices by any member of the Jemez Springs Police Department.

**DISCUSSION:** It is the intent of the Jemez Springs Police Department to respect and protect the constitutional rights of all individuals during law enforcement contacts and / or enforcement actions.

**POLICY:** It is the policy of this Department that Officers investigate suspicious persons, incidents and other activities with reliance on reported or observed descriptions and /or reasonable suspicion and not based on biased profiling or discrimination. To that end, we will comply with the *Prohibition of Profiling Practices Act (2009)*.

**PROCEDURE: DEFINITION-** Bias Based Profiling is the reliance on an individual's race, ethnicity, color, national origin, language, gender, gender identity, sexual orientation, political affiliation, religion, physical or mental condition, age, economic status, or cultural group of individuals in initiating, conducting, or determining the scope of an investigatory or enforcement activity, including, but not limited to detentions, traffic stops, pedestrian stops, interviews, frisks and other searches except to the extent that credible information relevant to the location or time frame links a person with those identifying characteristics to a reported or observed criminal incident or suspected criminal activity.

331.2 Biased Based Profiling of individuals is strictly prohibited by Officers of the Jemez Springs Police Department.

331.3 The detention or investigation of an individual which is not based on a suspected violation of Federal Law, New Mexico Statutes, Village Ordinances or any combination thereof is Prohibited.

- A. Asset seizure and forfeiture efforts and procedures shall be based on a suspected violation of Federal Law, New Mexico State Statutes, Village Ordinances, or any combination thereof and shall not be motivated by those factors listed in the Bias Based Profiling definition.
- B. Officers shall not ask for or request the immigration status of persons except in the interest of consular notification when they have already been arrested for a criminal offense.

**331.4 Training** – All Officers will receive training during orientation, and at least once every two years thereafter, on the harms of bias based profiling and discrimination, including legal aspects and a review of this procedure.

**331.5 Duties of Department Members**

- A. Any Officer who witnesses or becomes aware of any possible violations of this Order, will immediately contact and inform his/her supervisor. A supervisor who receives such information shall notify the Chief of Police without delay.
- B. Officers shall not discourage the filing of any complaints and will avoid actions that could be interpreted to constitute intimidation, coercion, or threatened retaliation against complaints to discourage or prevent them from filing complaints.

**331.6 Investigation of Complaints**

- A. Complaints of Biased Based Profiling will be accepted from any source or manner, and now must be made within 90 days from the commission of the alleged violation.
- B. All complaints of biased based profiling or discriminatory practices will be investigated.
- C. Each supervisor will be responsible for continually monitoring and examining all members under their direct supervision to ensure that member's actions and activities adhere to this procedure and to discover any indications of racial profiling or discriminatory practices.

**331.7 Attorney General Submittal**-In accordance with the 2009 *Prohibition of Profiling Practices Act*, a copy of Bias Based Profiling complaints shall be submitted to the Attorney General's Office along with the finding, but shall not disclose personal identifying information of the complainant or the Officer Employee.

- A. Persons who express desire to file a complaint of Biased-Based Profiling shall be given a Biased Based Profiling complaint form.

**331.8 Disciplinary Procedures**

- A. Appropriate discipline will be implemented for non-compliance with this procedure.
- B. Failure to report any observed or known violations of this procedure by any member of the Department will result in disciplinary action.

**331.9 Administrative Review**

- A. There will be an annual review of this Procedure and Department practices conducted by the Chief of Police or his/her designee.
- B. The review will include concerns expressed by the Public.

