I. PURPOSE

It is the purpose of this policy to establish a standard for the Motor Transportation Division for conducting special operations (Roadblocks, truck-stop operations, DIAP, Safety Saturations, Weight teams, No Zone safety operations, etc.)

II. DEFINITIONS

DIAP: Drug Interdiction Assistance Program

Chief: Chief or Deputy Chief of the Motor Transportation Division of the Department of Public Safety

III. APPLICABILITY

This policy is applicable to all Motor Transportation Division personnel that are responsible for organizing and implementing special operations.

IV. POLICY

It is the policy of the Motor Transportation Division that the Chief approve all special operations prior to implementation. Special operations plans will be forwarded through the proper chain of command at least 30 days prior to implementation.

V. PROCEDURE

A. GENERAL

The division uses saturation efforts and special operations as a bypass prevention strategy, as a tool for drug interdiction and as a mechanism to reduce the crash rates on New Mexico’s major highways. These operations are comprehensive enforcement activities in either urban or rural areas of New Mexico that involve large numbers of personnel and focus on a specific geographic, problem or “threat” area. These efforts involve MTD enforcement personnel who perform a full range of activities including size/weight enforcement, credential checks, tax/permit verifications, safety inspections, cargo checks, speed enforcement, other motor vehicle code violations, detection of No-Zone violations and drug interdiction. Many of these operations involve the participation of other local, state and federal law enforcement agencies.

B. PLANNING AND SCHEDULING

1. Since each district can conduct small-scale saturation efforts using its own resources, it is essential that all such activities be coordinated and approved through the Office of the Chief. In that office a master schedule for all saturation efforts and special operations will be maintained so that officers never face back-to-back operations. For this master schedule to function properly, district lieutenants shall submit all their planning documentation early, after giving due consideration to the various other demands placed on enforcement personnel.

   a. The plan is to include the purpose of the operation, participating personnel to include supervisory command, days and hours of operation, cost of the operation, goals of the operation, legal issues (public notification, etc.), equipment needs, media handling, traffic control (if applicable), participating agencies and contents of the mandatory briefing.
b. Upon approval of the operation, written operational plans will be sent to all participating agencies.
c. It shall be mandatory for participating agencies to assign a supervisor to participate in the special operation and provide a list of all participating personnel.
d. A pre-planning operational meeting shall be conducted within fourteen (14) to twenty-eight (28) days prior to the operation.
e. Upon conclusion of the operation, each agency is required to submit to the MTD coordinator an activity summary report.
f. The MTD coordinator shall submit within 48 hours after completion of the special operation a summary report to the Motor Transportation Division Chief via the chain of command.
g. Approval must be obtained from the Chief to release copies of the final summary report to participating agencies.

2. Other planning considerations at the District level should include:

a. Ensuring that the district Lieutenant has complete instructions before he begins to build the operational plan.
b. Utilization of resources from other districts.
c. Shift assignment should take into account distances that personnel must travel.
d. Consider separate debriefings of each final shift, rather than on group debriefing.
e. Invite local magistrates district attorney staff, police chief(s), local citizens, etc. to the briefing.
f. The district lieutenant will be designated as the PIO (Public Information Officer). Inspectors shall refer all queries for operational information to the PIO. The PIO will handle any official press releases regarding the special operation.
g. Ensure that all participants know where the local jail, area hospital(s), and courts are located. This may be accomplished by providing a map or written directions to these facilities.
h. All officers should be performing cargo checks as a routine activity.
i. Considering starting the operation one-hour after briefing.
j. Taking into consideration such factors as weather, traffic volume, hours of operation, etc.
k. Traffic control and utilization of State Highway Department personnel when applicable (major highway closure (barrels, signs, electronic message boards) to include District Engineer guidance for proper highway safety.

C. LIASON

The district lieutenant should consider utilizing and coordinating any special operation with the following:

1. New Mexico State Police
2. County Sheriff’s Office
3. Municipal police
4. United States Border Patrol
5. Law enforcement authorities of neighboring state(s) when appropriate
6. Magistrate court
7. District Attorney
8. K-9 units
9. New Mexico Highway Department
10. New Mexico State Police Mounted Patrol
11. New Mexico National Guard
12. Any other available resource that will benefit the efficiency and safety of the operation.

D. MANDATORY BRIEFING

A briefing shall be conducted prior to the commencement of any special operation. The following items (not listed in any particular order) should be addressed in the briefing:

1. Overall concept of operations (main purpose)-operational goals.
2. Location of jail, hospital(s) and/or medical facilities and courts.
3. Scheduling of participating personnel.
4. Any special procedures requested by local magistrates.
5. Appropriate phone numbers for contact personnel.
6. Introduction of participants and special guests.
7. Explain the importance of commodity checks.
8. Press policy.
9. Attendance, time and location of debriefings.
10. Disposition of paperwork, citations, reports, etc.
11. Use and location of CB radios.
12. Special communications requirements.
13. Telephone numbers for repair facilities.
   (NOTE: MTD personnel will NEVER recommend a repair facility)
14. Written consent to search.
15. Primary vs. Secondary lane follow-up investigations.
16. Supervisor’s role and decision making for safe and unsafe conditions.
17. Time constraints for detaining motorists.
18. Attendance log that must be signed by all participants during operation briefing.
19. Shift and area assignment and designation of accountable supervisor(s).

E. OPERATIONS

1. All officers and inspectors shall wear Class B uniforms.
2. Officers will wear body armor at all times during special operations.
3. The off-going Sergeant or Team Leader will brief the on-going Sergeant or Team Leader at least 15 minutes before shift change on all pertinent information including vehicles that have been placed out-of-service (OOS).
4. Every effort should be made to minimize activities that distract participating personnel from the special operation.
5. Whenever possible, SAFTEYNET should be used to enhance the preparation of the special operation summary report as well as to monitor the progress of the operation.
6. All assigned personnel will attend mandatory briefings and debriefings unless specifically excused by the host lieutenant.

F. MANDATORY DEBRIEFING

A debriefing of each special operation is mandatory. A debriefing signifies the end of the effort. Consideration must be given to travel time and per diem costs for participating personnel. The
following items should be discussed in every debriefing:

1. Statistics
2. Unusual events/activities
3. Lessons learned
4. Recommendations
5. Remarks from participating personnel
6. Goals and objectives achieved

G. REPORTS

A summary report of every special operation will be prepared by the district lieutenant and submitted to HQ within 48 hours via the chain of command.

H. SPECIAL WEIGHT TEAM OPERATIONS

1. GENERAL

Weight teams are usually daylight only operations made up of three (3) or more officers and inspectors.

2. OPERATIONS

The following procedures apply to all special weight team operations:

a. Weight team personnel shall wear the Class B uniform.
b. Officers will be vigilant for obvious violators.
c. All officers will wear body armor and their duty weapon.
d. Inspectors may participate in these operations.
e. Appropriate Division approved warning signs will be utilized.
f. Inspections will be performed utilizing laptop computers when appropriate. Officer safety will be the number one priority when making the determination whether or not to utilize laptop computer.
g. Traffic will be monitored so trucks are not allowed to back up onto the highway.
h. Nighttime operations may be conducted with appropriate personnel, generators, lights, signs, cones and other warning and safety devices. Weight team operations may be conducted with DIAP special operations.
i. Ensure that PAWs and/or wheel weighers are set up properly and tested before actual use.

3. CARGO INSPECTION

Officers will conduct cargo inspections as part of weight team operations. The following guidelines shall be adhered to:

a. The driver should be asked to open the trailer. If the driver refuses to open or unlock the trailer(s), the officer may use bolt cutters on a locked trailer.
b. The officer shall check the trailer contents against the bill of lading or manifest and note any discrepancies, cargo securement and any violations.
c. Any seals that were removed shall be replaced by MTD inspection seals.
d. If the trailer did not have any original seals, the trailer shall be sealed by an MTD inspection seal at the conclusion of the commodity inspection.

e. A commodity inspection certificate (MTD Form 11091) shall be completed and signed by the driver.

I. DRUG INTERDICTIION ASSISTANCE PROGRAM (DIAP) OPERATIONS

1. GENERAL

DIAP brings together the resources of training, manpower, specialized equipment, K-9 team and intelligence through a series of field operations designed to address both driver impairment, contraband trafficking and related criminal activity.

2. PLANNING AND SCHEDULING

DIAP operations should be scheduled well in advance. All MTD Captains shall be fully informed of DIAP operations to prevent potential conflicts over assets. Since DIAP operations use the same off road sites as weight teams, the two efforts should be logistically combined. DIAP operations could be included in regular saturation efforts utilizing port of entry facilities and/or off road inspection sites. Nighttime operations shall be considered in planning any DIAP operation.

3. INTELLIGENCE

a. Intelligence is a major factor in planning DIAP operations. The El Paso Intelligence Center (EPIC), Western States Information Network (WSIN), Joint Task Force Six (JTF6) and the Rocky Mountain Information Network (RMIN) have extensive material on drug operations and transportation methods.

b. Other agencies such as the United States Drug Enforcement Agency (DEA), United States Customs, United States Border Patrol, Federal Bureau of Investigation (FBI), United States Department of Transportation (USDOT) as well as state and local law enforcement agencies may possess valuable data that may assist in the planning of a DIAP operation.

c. Other factors such as traffic volume, highway conditions, forecast weather conditions, terrain analysis, strategically planned operations scheduled after or during other agency operations, etc., should all be utilized in planning a DIAP operation to achieve the greatest surprise and the maximum potential for success.

4. BRIEFING

Formal briefings are mandatory before commencing any DIAP special operation.

NOTE: Any DIAP operation that includes the participation of other agency personnel requires prior approval by the Chief.