



**DEPARTMENT OF PUBLIC SAFETY  
INTRA-DEPARTMENTAL CORRESPONDENCE**



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**DATE: DECEMBER 21, 2022**

**FROM: CHIEF TIM Q. JOHNSON  
DEPUTY SECRETARY - OPERATIONS**

**TO: ALL STATE POLICE PERSONNEL**

**SUBJECT: DIRECTIVE 2022-05 – BOLOS AND ATLS**

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The purpose of this directive is to outline the expectations for handling the receipt and follow-up of written BOLOs (be on the lookout) and ATLS (attempt to locate). This directive does not discuss BOLOs and ATLS that the DPS Telecommunications Bureau transmits to officers. Refer to OPR 31 for information related to transmitted BOLOs and ATLS.

Informational messages are sent out by law enforcement agencies daily. Each written BOLO/ATL should be reviewed to determine if it is relevant to the officer's/investigator's jurisdiction, location, and duties.

Written BOLOs/ATLS that relate to an officer's/investigator's jurisdiction may include, but are not limited to:

- Any officer safety item from a New Mexico Agency.
- Any officer safety item received from other states, indicating that the person may travel through New Mexico.
- Any "just occurred" crimes that occur in New Mexico, or surrounding areas, with indicators that the suspect(s) may be en route to New Mexico.

Intel Unit: upon request from a law enforcement agency, may create and disseminate written BOLOs/ATLS to NMSP, and other requesting agencies. Once a BOLO/ATL creation request is received, the Intel Unit will produce the BOLO/ATL and send it to the requestor, with a need for approval by the requestor's supervisor before disseminating.

BOLOs/ATLS shall contain all pertinent information, which may include the nature of the incident, time element, subject(s) description, license plate and vehicle description, occupant descriptions, any other pertinent information, the authorizing agency, agency contact information, and any limits on distribution outside of law enforcement.

The Intel Unit is authorized to limit the distribution of written BOLOs/ATLS; if members of the Intel Unit recognize that a BOLO/ATL only needs to go to a specific jurisdiction, location, or group with duties related to the BOLO/ATL.

## Directive 2022-05 BOLOs and ATLs

The Intel Unit may update any Intel Unit BOLO/ATL, when necessary. Written BOLOs/ATLs created by other agencies do not need to be recreated by the NMSP Intel Unit. Any request to update another agency's BOLO/ATL shall be directed to the agency that created it.

The Intel Unit is not required to re-disseminate information sent to NMSP by the New Mexico All Source Intelligence Center (NMAISIC). NMAISIC uses its own distribution list to reach NMSP personnel.

Supervisors should ensure officers are aware of BOLOs/ATLs that fall within their jurisdiction, location, and duties.

Officers shall read any BOLO/ATL that relates to the officer's designated patrol area, district, work duties, or surrounding areas the officer will travel through.