

Safety, Care and Accountability Policy

Created: April 2026

Scope

In order to achieve our mission — to create a world where our collective needs are met sustainably and nonviolently — we are committed to providing a safe and respectful environment for our members, volunteers, and neighbors — both housed and unhoused.

This policy establishes the foundation for identifying risks or threats, preventing harm and responding when safety concerns arise.

Who is this policy for?

This policy is for Albuquerque Center for Peace and Justice volunteers, members, folks who rent out or use the space, and anyone who comes onto our property.

What does this policy cover?

This policy covers behavior of users of the Albuquerque Center for Peace & Justice property, including inside the building and in the parking lot.

PROHIBITED AT THE CENTER

To ensure that we have the ability to continue to serve the community and be compliant with city regulation, the following is prohibited at The Albuquerque Center for Peace and Justice property:

- **Drugs and Alcohol:** The Albuquerque Center for Peace and Justice is a drug-free and alcohol-free space. We do not allow the use, distribution or vending of illegal drugs, alcohol, or cannabis on our inside or outside property. It is illegal to consume cannabis (smoke, vape, or eat) or to drink alcohol in public places, including public sidewalks. The inside and outside of the Center, which are open to the public, are considered public places.
In addition, smoking or vaping of any substance is prohibited inside the ACP&J building.
- **Weapons:** We prohibit weapons, objects possessed or used with intent to threaten, intimidate or cause bodily harm to another person. This includes firearms, explosive devices and any tool or chemical carried for the purpose of violence.
- **Camping:** To occupy an area for the purpose of establishing or maintaining a permanent or temporary place to live, or to occupy an area for 24 hours or more or to occupy the ACP&J parking lot when there is an event at the ACP&J.
- **Encampment:** An area where an individual or individuals have erected one or more tents or structures or placed personal items on ACP&J property for 24 hours or more. An area will not be deemed an encampment merely because any individuals are present on ACP&J property or because individuals have temporarily placed personal items on ACP&J property. Albuquerque City Ordinance, [Article 25, Chapter 9](#).

- **Fires:** It is prohibited that any individual creates an open flame for more than 30 seconds, no matter how small, anywhere in or on the Center's property and parking lot.
- **Violence:** Aggressive behavior, including intent or threat to physically harm, intimidate, sexually harass or coerce another person is prohibited. This includes hitting, pushing, grabbing and verbal threats.

PROHIBITED BUT NON-THREATENING INCIDENTS

Many incidents reported at ACP&J involve Prohibited but Non-threatening behavior. This could include the following:

- Camping in the parking lot overnight
- Doing drugs or drinking alcohol in the parking lot
- Starting small contained fires in the parking lot
- Speaking or making loud noises not directed at anyone in particular

If behavior is Not-threatening but goes against this Policy, please follow these steps:

1. If you feel scared, disturbed or uncomfortable, remove yourself from the situation. Leave The Albuquerque Center for Peace and Justice, if possible.
2. Call an **"emergency number"** (listed at the bottom of this policy), for possible arrival of an Albuquerque Center for Peace and Justice CC Member.
3. If no emergency number answers, call another CC Member (listed at the bottom of this policy). If no emergency number answers, call the Volunteer Coordinator.
4. If the contact does not answer, please leave The Albuquerque Center for Peace and Justice.

THREATENING INCIDENTS: ESCALATED PROCEDURE

The Albuquerque Center for Peace and Justice's mission includes creating a world where our collective needs are met sustainably and nonviolently. Police in this country have a long-standing and recent history of abusing their power to intimidate, injure and kill vulnerable populations. New Mexico is [currently the state with the highest rate of police killings](#) in the country. This policy is designed to prevent — to the extent possible — intervention from police.

Some incidents may require a more extreme response. Please follow the decision flow and response procedure for such incidents. Please use your best judgment when making a decision on what to do.

1. Threat to someone else or risk to the building

In a violent situation in which there is a direct physical threat to another person or significant threats to the property:

1. If you feel comfortable, you can attempt to de-escalate the situation. You do not have to do so.

2. Ensure immediate safety, remove yourself from the situation.
3. Call an ACP&J emergency number (below).

2. Threat to you

In a violent situation in which there is a direct physical threat to you:

1. If you feel comfortable, you can attempt to de-escalate the situation. You do not have to do so.
2. Ensure immediate safety, remove yourself from the situation.
3. If you can remove yourself from the situation, call an ACP&J emergency number (below).
4. If you can't remove yourself from the situation, do what you need to do to keep yourself safe.

Special Cases

There are very few cases in which it would be appropriate to immediately dial 911. For example, if a person at the ACP&J is in the middle of an overdose, or if a person has pulled out a gun on someone. Please use your best judgment when making a decision on what to do.

Regardless of what incident takes place, if 911 is called please let the ACP&J know after the incident is over. In all cases in which 911 was dialed, ensure that an incident form is filled out. One must also report the incident as soon as possible to an emergency number or a CC member, by text or voicemail.

Emergency Numbers

1. Larry - (505)-379-6627
2. Mark - (505)-377-7148
3. Marcey - (505)-900-1600
4. Alicia - Personal: (505)-879-8897
Work (only if personal does not work) (505)-843-1702

Other People You can Call

1. Che
2. Luna
3. Reem

Incident Reporting and Response

Regardless of the nature of the incident, anyone can fill out an incident report, located on our [website](#) and at the front-desk in the binder. Threatening Incidents (see above) should be reported within 48 hours. Please submit the reports via email to council@abqpeaceandjustice.org or place it in the council mailbox in the front office at the ACP&J.

Incident reports are confidential.

Once an incident report is submitted, the CC will confirm receipt and if necessary gather additional information. Following review, the CC will determine whether further action is required — such as corrective measures, formal investigation or notification of outside authorities. The reporting individual will be informed of any outcome or next steps.

Volunteer Guidelines

The Volunteer Coordinator shall maintain Volunteer Guidelines and make them part of the orientation when people begin volunteering at the front-desk. Volunteers can choose how much they interact with other members and neighbors. Volunteers are encouraged to take de-escalation training. The Albuquerque Center for Peace and Justice should do a good faith effort to provide such training when requested.