

**PROCEDURAL INSTRUCTION**

08-26-08

08-26-08

SUBJECT

Amber Alert

AMENDS

REFERENCE

P.I. Media Contact and Interactions

RESCINDS

Department Memorandum 00-5

I. PURPOSE

The Amber Alert is a cooperative plan between radio/television stations and local law enforcement. This plan is designed to locate abducted children from the Kansas City area.

II. POLICY

- A. All pertinent information gathered at the time of the reported abduction will be disseminated to the media to the extent that it is deemed to assist in locating the child.
- B. Information regarding the victim will be as detailed as possible including the name of the child, unless in the judgment of the division commander or their designee the release of the child's name would be damaging or injurious.
- C. Information regarding the suspect, if known, will also be as specific as possible. Suspect information will be released in accordance with the written directive entitled, "Media Contact and Interactions."
- D. Before an alert is initiated, the following two criteria must be met:
 - 1. The child is 17 years of age or younger and;
 - 2. Law enforcement must believe the child is in danger of serious bodily harm or death.
- E. An Amber Alert will be issued for a parental abduction **only if** the child is in danger of serious bodily harm or death.
- F. Final authority for the activation of an alert rests with the commander of the division in which the situation has occurred or their designee.

III. PROCEDURES

- A. Field personnel will gather and assess pertinent information at the scene of a reported child abduction.
- B. The field supervisor will respond to the scene and determine if the two criteria have been met to initiate an Amber Alert.

- C. The responding field supervisor will notify their division commander. The division commander will notify the Patrol Bureau Commander and the Chief of Police.
- D. Upon approval from the division commander or designee, the field supervisor will continue the initiation of the alert by notifying the Media Relations Office, the Communications Unit, and the appropriate investigative element.
- E. The field supervisor will immediately complete the Child Abduction Notification Sheet, Form 262 P.D. and fax it to the Media Relations Office, the Communications Unit, and the appropriate investigative element.

James D. Corwin
Chief of Police

Adopted by the Board of Police Commissioners this ____ day of _____ 2008.

Terry J. Brady
President

DISTRIBUTION: All Department Personnel
Post on all bulletin boards for two weeks
Public View Master Index – Internet
Department Master Index - Intranet