

UNIVERSITY OF NEW HAVEN
DEPARTMENT OF POLICE SERVICES
WEST HAVEN, CONNECTICUT 06516

ORDER NO.: G.O. 7.5

DATE: MAY 19, 2016

POLICY TITLE: MISSING PERSONS

RESPONSIBLE OFFICE: UNHPD

RESPONSIBLE OFFICIAL: Chief of Police

DISTRIBUTION: ALL

AMENDED:

09/19/2024

SUPERSEDES:

10/21/21

ACCREDITATION REFERENCES:

CTPOST: 1.7.10, 1.7.11

IACLEA: 9.2.4, 9.2.5

Within 24 hours of the determination that a student who lives in on-campus housing is missing, the following parties will be notified:

- the parent(s) or guardian(s) of a student under the age of 18 and not emancipated;
- The student's emergency and/or confidential contact
- The WHPD

DEFINITIONS

Missing Person- any person who is reported missing to a law enforcement unit until the person is located or determined to be a voluntarily missing adult. It also includes any child who is missing voluntarily or involuntarily, or under circumstances not conforming to his/her habits or behavior who may be in need of assistance per CGS Section 46b-120.

Adult Missing Person- means an individual who has attained the age of 18 years.

Missing Child- any person who is under the age of 18 years, whose temporary or permanent residence is in Connecticut or is believed to be in Connecticut, whose location has not been determined, and who has been reported as missing to a law enforcement agency CGS 29-1e(b)(1).

Missing Child Report- a report prepared on a form designated by the Department of Public Safety for the use by private citizens and law enforcement agencies to report missing children information to the Missing Children Information Clearinghouse. (CGS Sec 29-1e).

The DPS 81 C,

Missing/NOT At-Risk

AMBER Alert- defined as “America’s Missing: Broadcast Emergency Response” Alert, it is a nationally recognized program used by law enforcement to help find children under the most serious life-threatening conditions. This is a rapid notification to the public, which utilizes all available technology during the critical period after a child/missing person has been (h)-4 (o)-31iET9a(h)2 (ild)2f1 (e)4 (“)9 (ila)5.9 (-1 (s(o)2.a(h)

UPS Unidentified Persons System, an automated database maintained by the Department of Justice (DOJ).

NCIC Number National Crime Information Center (NCIC) Number. A computer-generated number automatically assigned by NCIC to

Unknown Missing- child or adult who is reported missing, but there are insufficient fact to determine the circumstances.

Catastrophic Missing- missing person is possibly a victim of a disaster (i.e., boating accident, plane crash, earthquake, flood, fire, terrorist act, etc.).

TRAK- Technology to Recover Abducted Kids is operated by the Connecticut Missing Person Clearing house, which is organized to assist with missing person investigations and to do research and planning. The clearing house can create, retrieve and distribute missing person color posters electronically through the TRAK system (CGS 29-1e). Another major resource is the National Missing Children Hotline and the National Center for Missing & Exploited Children (NCMEC) also offers the Lost Child Alert Technology Resource (LOCATER) which is also available to law enforcement at no cost.

The “Eagle Eye” network may be used whenever a child under the age of 16 is suspected or known to be abducted and cannot be located. It is initiated by contacting State Police CCIU to arrange for a missing person poster to be sent to the U.S. Postal Service for distribution. The information may also be posted on the SPIN electronic bulletin board.

MISSING PERSON PROCEDURE

DISPATCH RESPONSIBILITIES

1. Upon receipt of a missing person complaint, the Dispatcher will take all necessary information and immediately dispatch the initial responding officer(s) to the complaint and ensure that a

- A. locating and determining the well-being of the missing person
- B. supporting the person initiating the report and the loved ones who were left behind.

3) Officers need to act in a swift, organized and efficient manner. In cases of child abductions, studies show many children are killed within the first three hours of the abduction.

- 3. A file photo of the missing student may be used to assist as needed in the investigation. Information Services will be asked to assist in checking email accounts and card key access records.

Information will be distributed to all on-duty personnel and a campus-wide search for the student will be conducted. The Dean of Students will be notified.

If the person reported missing is a resident student the Dean of Students will notify the Office of Residential Life. Resident Assistants and Resident Directors will assist as instructed.

) i (Once the reported missing student has been located, the reporting person will be notified and the student will be returned to their room. The reporting person will be provided with a copy of the report and a copy of the student's file. The reporting person will be provided with a copy of the student's file. The reporting person will be provided with a copy of the student's file.

