

GENERAL ORDER, OPERATIONS, NUMBER 33
JULY 14, 2005, DECEMBER 11, 2003
WATERLOO POLICE DEPARTMENT

A. SUBJECT:

Operation "Amber Alert".

B. PURPOSE:

To establish procedures for the use of Operation "Amber Alert". (Not to be confused with General Order Operations Number 29, Operation "Locate Alert".)

C. POLICY:

Operation "Amber Alert" is designed to be used to **locate abducted juveniles**.

D. PROCEDURES

1. To activate the "Amber Alert" system, the following criteria must be met:
 - a. Law enforcement officials have a reasonable belief that an abduction has occurred.
 - b. Law enforcement officials believe that the child is in imminent danger of serious bodily injury or death.
 - c. Enough descriptive information exists about the victim and the abductor for law enforcement to issue an AMBER Alert.
 - d. The victim of the abduction is a child age 17 years or younger.
 - e. The child's name and other critical data elements—including the child abduction (CA) and AMBER Alert (AA) flags—have been entered into the National Crime Information Center (NCIC) system.
2. If the above criteria is met, complete the "Amber Alert Notification Plan" Facsimile Transmission Packet. (See attached Plan.) Ask the family of the juvenile if they wish to participate in the "Amber Alert" Network. If they wish to participate, have the family sign the release form in the "Amber Alert Notification Plan" Facsimile Transmission Packet.
3. Once the criteria has been met and the release form has been signed, contact Iowa State Patrol Communications at (515) 323-4360 to activate the "Amber Alert" Network. This triggers quick saturation of area media with abduction details and solicits timely help from the public with critical observations.

4. The on-duty Watch Commander shall fax the area media a press release containing the following information:
 - a. Give name and description (including clothing) of victim;
 - b. Area where victim was last seen;
 - c. Give name and description of suspect;
 - d. Any vehicle description;
 - e. Any other pertinent information.
5. The original release form will be placed with the original missing person report in the Records Division.
6. When the juvenile is located:
 - a. Contact Iowa State Patrol Communications at (515) 323-4360 to have them cancel the alert. Complete the cancellation form in the Facsimile Transmission Packet and fax it to Iowa State Patrol Communications.
 - b. Send a fax to area media notifying them that the abducted juvenile has been located.

By order of:

Thomas J. Jennings
Chief of Police