

-Will NEED TOC UPDATED

Training Bulletin 2013-03

Effective Date: February 15, 2013
To: All Personnel
Subject: **NEW AND REVISED POLICY AND PROCEDURE MANUAL SECTIONS**

REMINDER: The most current policy and procedure manuals are available electronically and must be accessed via the intranet. Any other method of accessing the electronic manuals will not ensure you are viewing updated material.

The following are related to the response to reports of missing children, adults and endangered persons:

Revised Policy Manual Section

★ 13.7 **MISSING/ABDUCTED CHILDREN** (re-titled)

Revised Procedure Manual Sections

19.03 **MISSING PERSONS REPORTS** + 19.04
21.0 **RUNAWAY REPORTING**
21.01 **LAW ENFORCEMENT AUTHORITY**
21.04 **RUNAWAY WARRANT ARREST**

New Procedure Manual Sections

Procedure Manual **Section 34** has been re-titled **PUBLIC ALERTS (MYSTATE EMERGENCY NOTIFICATION, AMBER ALERT, ENDANGERED MISSING PERSON ADVISORY)** and includes two new procedures that are attached to this training bulletin:

34.03 AMBER ALERT
34.04 ENDANGERED MISSING PERSON ADVISORY

The following miscellaneous policy and procedures have also been updated:

Revised Policy Manual Section

17.2 **OFFICER INVOLVED SHOOTING -INJURY**

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2/20/13

Revised Procedure Manual Sections

*Changed
to 3.56
12/1/12*

- 3.21** LAW ENFORCEMENT-INVOLVED FATAL OR SERIOUS INJURY INCIDENTS:
Patrol Supervisor's Checklist (re-titled)
- 3.57** SUPERVISOR'S USE OF FORCE OR PURSUIT REVIEW (re-titled)
- 5.0** DECONTAMINATION PROCEDURES
- 9.0** JAIL TRANSPORT

Commissioned employees are expected to be familiar with all of the provisions of the new and revised policy and procedures. Records Unit personnel are expected to be familiar with the missing person and runaway report policy and procedures as it relates to their duties. The full texts are contained within the respective manuals and should be reviewed by all officers and other affected personnel.

NOTE:

The changes to Policy 17.2 and Procedure 3.21 will be reviewed at the Mandatory Supervisor's Training in March. There will also be a block of instruction regarding the procedures for initiating an AMBER Alert or Endangered Missing Person Advisory through the WSP Web Portal. If a need arises to activate either type of notification prior to the training, contact Deputy Chief Templeman or Campbell for assistance, or call SNOPAC Operations to request contact with Crystal Ayco or Karl Christian for assistance.

KATHERINE A. ATWOOD
Chief of Police

DATE

Policy

13.7 MISSING / ~~UNIDENTIFIED~~ ABDUCTED CHILDREN:

The Everett Police Department personnel will ensure an immediate response to reports of missing or abducted children. See Procedures Manual Section 19.03 for Missing Person Reports.

Public alerts may be employed using the Emergency Alert System, local radio, television and press organizations and other groups to notify the public of incidents, or enlist the aid of the public, when the exchange of information may enhance the safety of the community. Various types of alerts may be available based upon each situation and the alert system's individual criteria.

All personnel will be ~~trained in~~ familiar with the Amber ~~MBER~~ Alert system, to provide a systematic coordinated response to all reports of missing, and/or abducted children. Supervisors will be trained on entering, updating and canceling alerts. AMBER Alert activations shall be approved by an on-duty Lieutenant or ODO prior to any activation. Everett Police personnel will follow the established guidelines in Section 34 (Public Alerts) of the Procedures Manual for response to ~~M~~missing/~~U~~unidentified abducted children.

*updated & uploaded
2/15/13*