

EPS members are often asked what information they need when a crime is reported. Members rely on reported information as a starting point for any investigation – accuracy is important. If you are a witness, write down what you saw, heard, or even smelled; your memory is most accurate moments after an occurrence. If a person or vehicle is leaving an area, their direction of travel is vital. Please approach police once a situation is safe - the information you provide might be the “missing piece” in solving the problem. If you do not know the answer to a question, let the investigator know. “I don’t know” is better than guessing.

Tips when calling to report an occurrence:

For people:

- Basic description: height, weight, and build.
- Clothing description: writing, distinct patterns or colours. Colour and style of shoes
- Physical description: distinct marks, scars, or tattoos. Permanent markings help with identification. If possible, hair colour, length and style; eye color.
- Interaction: Try to recall exactly what was said and how it was said.

For vehicles:

- Make, model, and colour.
- License plate (if possible; a partial is OK too).
- Identifiable markings or damage (stickers, rusting, and tint).
- Number of visible occupants
- If impaired: a driving pattern (i.e.: weaving in lanes, speeds, etc).
- Direction of travel.

For residences or locations:

- Entrances and lane ways.
- If a break and enter: entrance used to gain access or exit; other entrances and how entrance(s) are approached.
- Is there movement in the location? Are there any lights on? Can you see the individual(s) and what are they doing?

Your best weapon is your brain. Use common sense, imagination, and good judgment.