



Missing Persons Policy

Purpose:

To ensure that all reports of missing persons in the City of Edmonton are handled in a timely manner and investigated diligently.

Statement of Principle:

A missing person's investigation is not concluded until the missing person is located or their wellbeing or other status is established.

Definitions:

Definitions listed in this section apply to this document only with no implied or intended organization-wide or EPS Policy and Procedure Manual wide use.

Missing Person – Is defined as one who, not being the subject of a lawful commitment order, is absent from the places they usually frequent, whose whereabouts are unknown despite reasonable efforts to locate them, and there are fears for their safety and welfare given the circumstances surrounding their absence and/or their physical or mental capabilities.

Policy Statement:

A. The EPS will investigate all reports of missing persons if:

1. the missing person was last seen in the City of Edmonton, or
2. the missing person resides in the City of Edmonton and it is unknown where they were last seen, or
3. another law enforcement agency requested EPS's assistance to locate a missing person.

B. For reports of missing persons outside the EPS jurisdiction:

1. Jurisdictional conflicts must be avoided as set out in the **Jurisdiction Policy and Procedure**.



2. The EPS Emergency Communications Officer (ECO) will create an advised event and advise the Police Communications Evaluator Sergeant to ensure:
 - a. a CPIC message with event details is sent to the local police agency with jurisdiction,
 - b. a confirmation of receipt is obtained from the local police agency with jurisdiction that they will conduct the investigation, and
 - c. Missing Persons Unit (MPU) is notified of the event.
- C.** A report of missing person is deemed high-risk if one or more of the following criteria are met:
 1. alzheimer patient/wanderer,
 2. over 80 years of age,
 3. a child 12 years of age and younger,
 4. a victim or witness in recent or future court proceedings for criminal or family court,
 5. suicidal at present time,
 6. involved in suspicious circumstances, or
 7. a person who is endangered due to mental health concerns or capacity, and/ or whose physical capacity creates a risk of injury or death.
- D.** All high-risk reports of missing persons require:
 1. immediate dispatch for initial responders, and
 2. review by MPU, if necessary.
- E.** All reports of missing persons that do not meet the high-risk criteria must:
 1. Undergo a risk assessment conducted by a trained Communications Administrative Assistant (CAA). The risk assessment must be reviewed and approved by a Police Communications Evaluator Sergeant.
 2. Be forwarded and reviewed by MPU.
- F.** The EPS will only investigate chronic runaway youth (13-17 years) reports that meet the “high-risk” criteria or are determined missing as per the risk assessment. All



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other reports of chronic runaways will be the responsibility of Child and Family Services and the reporter must be directed to contact Crisis Unit at 780-422-2001.

G. When considering a media release of a missing person, the Watch Commander:

1. should notify the Sergeant i/c MPU or designate, and
2. must follow the Media and Police Relations Policy and Procedure.