

## Public Alerts

### 317.1 PURPOSE AND SCOPE

Best Practice NYSLEAP-8.7 - 44.3 (C)

The purpose of this policy is to provide guidelines for alerting the public to important information and soliciting public aid when appropriate.

### 317.2 POLICY

Best Practice NY\_CALEA6.13 - 91.1.5 (c), 46.1.10 (a)

Public alerts may be employed using the New York State All-Hazards Alert and Notification System (NY-Alert), 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.

### 317.3 RESPONSIBILITIES

Best Practice MODIFIED

#### 317.3.1 MEMBER RESPONSIBILITIES

Best Practice MODIFIED

Members of the Syracuse Police Department should notify their supervisors and a Criminal Investigations Division supervisor as soon as practicable upon learning of a situation where public notification, a warning or enlisting the help of the media and the public could assist in locating a missing person, apprehending a dangerous person, providing sheltering information or gathering information. The Member's supervisor should notify their Commanding Officer.

#### 317.3.2 SUPERVISOR RESPONSIBILITIES

Best Practice MODIFIED NY\_CALEA6.13 - 91.1.5 (a), 91.1.5 (d)

A supervisor apprised of the need for a public alert is responsible for making the appropriate notifications based upon the circumstances of each situation. The supervisor shall promptly notify the Chief of Police and the appropriate Commanding Officer when any public alert is generated.

The supervisor in charge of the investigation to which the alert relates is responsible for:

- (a) Updating alerts.
- (b) Canceling alerts.
- (c) Ensuring all appropriate reports are completed.
- (d) Preparing an after-action evaluation of the investigation to be forwarded to the Commanding Officer

### 317.4 AMBER ALERTS™

State

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AMBER Alerts™ are used to provide a statewide system for the rapid dissemination of information regarding abducted children.

#### 317.4.1 CRITERIA

State NY\_CALEA6.13 - 41.2.5 (d), 41.2.6 (d) NYSLEAP- 8.7 - 44.3 (C)

The following criteria are utilized to determine if an AMBER Alert should be issued:

- (a) The person is under 18 years of age.
- (b) The person is reported as abducted.
- (c) The person is in danger of serious bodily harm or death as a result of another person, or due to a health condition.

#### 317.4.2 PROCEDURE

State NYSLEAP- 8.7 - 44.3 (C)

The following is the procedure for initiating an AMBER Alert:

- (a) Enter the victim and abductor into the New York State Division of Criminal Justice Services/National Crime Information Center (DCJS/NCIC) or eJusticeNY Integrated Justice Portal.

#### 317.5 MISSING CHILD

State

Missing Child Alerts are used for missing children under the age of 21 who do not meet the AMBER Alert criteria.

#### 317.5.1 CRITERIA

State NYSLEAP- 8.7 - 44.3 (C)

The following criteria are utilized to determine if a Missing Child Alert should be issued:

- (a) The missing child is under the age of 21 (42 USC § 5779).
- (b) The missing child is deemed to be endangered.
- (c) The missing child does not meet AMBER Alert criteria.

#### 317.5.2 PROCEDURE

State NYSLEAP- 8.7 - 44.3 (C)

The following is the procedure for initiating a Missing Child Alert:

- (a) Obtain descriptive information for a Missing Child Alert.
- (b) Contact the DCJS Missing Persons Clearinghouse (MPC) and request to activate an alert.
- (c) Obtain a photograph of the missing child and email a copy to the MPC.
- (d) Enter the missing child into DCJS/NCIC via eJusticeNY.

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#### 317.6 MISSING VULNERABLE ADULTS

State

Missing Vulnerable Adult Alerts are used to provide a statewide system for the rapid dissemination of information regarding a missing adult who suffers from mental impairment, disability or disorder and is believed to be at risk of harm (Executive Law § 837-f-1).

##### 317.6.1 CRITERIA

State NY\_CALEA6.13 - 91.1.5 (b), 41.2.5 (d) NYSLEAP- 8.7 - 44.3 (C)

The following criteria are utilized to determine if a Missing Vulnerable Adult Alert should be issued:

- (a) The missing person is 18 years of age or older.
- (b) The missing person suffers from a cognitive impairment, mental disability or a brain disorder.
- (c) The person's disappearance is believed to pose a credible threat of harm to the individual.

##### 317.6.2 PROCEDURE

State MODIFIED NYSLEAP- 8.7 - 44.3 (C)

The following is the procedure for initiating a Missing Vulnerable Adult Alert:

- (a) Obtain descriptive information for a Missing Vulnerable Adult Alert.
- (b) Contact the MPC and request to activate an alert.
- (c) Obtain a photograph of the missing adult and email a copy to the MPC.
- (d) Enter the missing adult into DCJS/NCIC via eJusticeNY.

[See procedure for CONTACTING THE MPC FOR MISSING VULNERABLE ADULT](#)

#### 317.7 MISSING COLLEGE STUDENT

State

Missing College Student Alerts are used for missing college students of any age who do not meet the AMBER Alert criteria.

##### 317.7.1 CRITERIA

State NY\_CALEA6.13 - 91.1.5 (b) NYSLEAP- 8.7 - 44.3 (C)

The following criteria are utilized to determine if a Missing College Student Alert should be issued:

- (a) The missing person is a college student of any age.
- (b) The missing student is deemed to be endangered.
- (c) The missing student does not meet AMBER Alert criteria.

##### 317.7.2 PROCEDURE

State MODIFIED NYSLEAP- 8.7 - 44.3 (C)

The following is the procedure for initiating a Missing College Student Alert:

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- (a) Obtain descriptive information for a Missing College Student Alert.
- (b) Contact the MPC and request to activate an alert.
- (c) Obtain a photograph of the missing student and email a copy to the MPC.
- (d) Enter the missing student into DCJS/NCIC via eJusticeNY.

[See procedure for CONTACTING THE MPC FOR MISSING CHILD/COLLEGE STUDENT](#)

### 317.8 NEW YORK ALERT SYSTEM

State [NY\\_CALEA6.13 - 91.1.5 \(b\)](#) [NYSLEAP- 8.7 - 44.3 \(C\)](#), [58.4 \(B\)](#)

NY-Alert is used to provide a statewide system for the rapid dissemination of information to the public of any of the above alerts as well as severe weather warnings, transportation hazards, consumer hazards, public health issues, earthquake hazards, sex offender notifications, terrorism advisories and other public safety concerns. The system allows recipients to receive the alerts by way of email, text, phone (landline and cell), fax, Twitter accounts and pager. Details, use protocols and procedures are available online.