SOUTH TEXAS COLLEGE POLICE DEPARTMENT

Procedure for Response to Missing Persons

"The mission of the South Texas College Police Department is to provide a safe educational environment for students, faculty, staff, and campus visitors".

A South Texas College police officer assigned to a report of any missing person will assess the situation and immediately complete an initial incident report that includes a physical description and personal history of the missing person. The officer will disseminate this information as soon as possible and determine an appropriate initial search effort based on the specific circumstances of the situation.

The responding officer should consider a greater initial investigation or search in the case of a missing child or an elderly or other at-risk person. If the child is under age 16, the officer must immediately request dispatch to contact on-duty personnel and provide a description of the child, the last known location, and other pertinent information. The responding police officer must complete a local area search and report on the results. The officer's supervisor will request additional resources if it is deemed necessary.

An AMBER alert will be initiated when it is strongly suspected or confirmed that a child has been abducted and considered endangered. For the alert to be activated the following will be required:

1. The child must be under age 18 (but older children may be considered on a case-by-case basis).
2. Law enforcement officials must determine the child is in danger of serious bodily harm or death.
3. There must be sufficient descriptive information to believe that a broadcast will help.

If warranted, missing person information may be entered in the National Crime Information Center (NCIC) missing person file.