



MICHIGAN PROFESSIONAL SEARCH AND RESCUE COUNCIL

FIRST ARRIVING LAW ENFORCEMENT OFFICER CHECKLIST FOR SEARCH OF A MISSING PERSON

TIME	BY	ACTIONS TO BE TAKEN
		Conduct a rapid assessment of situation and a complete interview of all witnesses / complainants.
		Develop a basic synopsis of the situation and basic physical and clothing description of the missing person and relay to dispatch for a broadcast to all units.
		Determine in the case of a missing child if the incident warrants a request for an "Amber Alert".
		Establish an on scene Incident Commander (IC) and initiate the Incident Command System (ICS) according to the National Incident Management System (NIMS)
		Begin Missing Person Report and initiate a log documenting the date and times of all actions taken during the search.
		Determine and secure the Point Last Seen (PLS) or the Last Known Position (LKP) of the missing person and prevent or eliminate anything from destroying the scent. Examples would be exhaust from motor vehicles and establishing command post and vehicle/personnel staging at immediate scene.
		Search the interior of the entire residence or building where the person was last seen. (Pay close attention under beds, in closets, etc.) Repeat this every 30 minutes by different personnel.
		Begin roving patrols of the area on all roadways leading away from the Point Last Seen (PLS) and/or Last Known Position (LKP).
		Establish a perimeter at a minimum of 1/2 mile from PLS (or LKP) with vehicles or personnel at main roadways leading away from PLS (or LKP).
		Search all outbuildings on the property of the missing subject, using extra care not to unnecessarily contaminate the area.
		Conduct an assessment of the situation and complete a search urgency evaluation using the checklist located on the reverse side of this form.
		Request specialized and qualified resources to respond to the scene: <ul style="list-style-type: none"> > Trained Search Manager > Trained Ground Search & Rescue Teams > Search Dog Handlers > Helicopter or Fixed Wing Aircraft
		If requesting a helicopter or fixed wing aircraft for the search, obtain a Lat/Long Coordinates of the PLS/LKP and provide them at the time of the request.
		Determine areas close by that can be used for a command post and staging area for incoming resources. (consider restrooms, food, and shaded parking)
		Secure all scent articles that have been previously touched by the missing person. If articles cannot be secured until K9 handlers arrive, preserve them using the following procedures: <ul style="list-style-type: none"> > Always use protective gloves (Nitrile, Latex, Rubber, etc...) > Keep articles separate and do not allow them to touch each other. This may cause cross contamination. > Place separated articles inside a clear plastic or evidence bags (do not use a standard trash bag because of the deodorizers that are used in them which can mask the scent for the canine)
		Begin a neighborhood check of the entire area - beginning with the immediate neighbors. Consider using 'reverse 911' or a "Child is Missing" Services if such services are available.
		Contact all friends and family in and close to the area to determine the person's possible location.
		Check all areas that the Missing Person frequents (malls, schools, work, restaurants, etc.)
		Check area hospitals, emergency services, shelters, and taxi and bus services.
		Determine if any vehicles are missing in the area, if the Missing Person drives.
		Request the assistance of a criminal investigator, if warranted, to assist with any electronic tracking of cell phones, bank accounts, credit card statements, etc...



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RELATIVE URGENCY RATING FACTORS

A) MISSING SUBJECT PROFILE		<u>RATING</u>
SUBJECT'S AGE		
Very Young	1	
Very Old	1	
Other	2-3	
MEDICAL CONDITION		
Known or suspected to be sick or injured	1-2	
Known or suspected to be healthy	3	
Known fatality (recovery mission)	3	
NUMBER OF SUBJECTS		
One alone	1	
More than one but might be separated	1-2	
More than one but suspected to be together	2-3	
B) WEATHER PROFILE		
Currently existing hazardous weather conditions	1	
Predicted hazardous weather conditions within 8 hours	1-2	
Predicted hazardous weather conditions beyond 8 hours	2	
No hazardous weather predicted in the forecast	3	
C) EQUIPMENT PROFILE		
Equipment inadequate for environment	1	
Equipment questionable for environment	1-2	
Equipment adequate for environment	3	
D) SUBJECT EXPERIENCE PROFILE		
No outdoor experience - unfamiliar with the area	1	
No outdoor experience - knows with the area	1-2	
Outdoor experience - unfamiliar with the area	2	
Outdoor experience - knows with the area	3	
E) TERRAIN & HAZARDS PROFILE		
Known hazardous terrain (or other hazards)	1	
Few or no hazards	2-3	

RESPONSE URGENCY RATINGS	
7-11	Emergency Response
12-16	Measured Response
17-21	Evaluate and Investigate

RELATIVE URGENCY TOTAL

Total RURF Analysis score should total 7-21 with a score of 7 being the most urgent scenario