
	<b>POLICY AND PROCEDURAL ORDER</b>		<b>041-043</b>
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	<b>Issued By:</b> Interim Chief Aimee Metzer		<b>CALEA Standards</b>    <span style="color: green; font-weight: bold;">41.2.6</span>
<b>Effective:</b> 09/11/2007	<b>Updated:</b> 03/28/2023		
<b>Last Reviewed:</b> 04/13/2023			

## I. Purpose

The purpose of this order is to establish procedures for accessing and activating the Amber Alert System of Michigan to assist in the recovery of abducted children who are in imminent danger of serious bodily injury or death.

## II. Policy



The Ann Arbor Police Department recognizes that a timely response to the scene, an accurate assessment of the situation and a rapid activation of the Amber Alert System are essential to providing the best chance of a satisfactory outcome in the event of an abducted child situation. Therefore, it is the policy of this department to establish activation criteria and to utilize the Amber Alert System when appropriate.

## III. Definitions



- A. Child: A person under 18 years of age.
- B. Involuntary: Any child who is missing under circumstances indicating that the disappearance may not have been voluntary.

## IV. Amber Alert Criteria

- A. Amber Alert may only be activated by a Michigan Law Enforcement Agency which is actively investigating a case where a child less than 18 years of age, is a victim of abduction and is in imminent danger of serious bodily injury or death.
- B. A child is in imminent danger of serious bodily injury or death if;
  1. The child is a victim of stranger or acquaintance kidnapping. Stranger or acquaintance kidnapping as defined by Michigan Compiled Law (MCL 750.349) is a child being taken against his/her will by a stranger. Acquaintance kidnapping is defined as a child being taken against his/her will by an acquaintance of the child or the child's family.
  2. The child is in the company of a person who has a confirmed criminal history of child abuse/neglect, sexual assault, domestic assault, or a crime involving the victimization of children, or has made statement of intent to harm the missing child or is suicidal.
  3. The child has been abducted by a non-custodial parent whose parental rights have been terminated by a court.

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- C. There is enough information available to disseminate to the general public which could assist with the safe recovery of the child and/or the apprehension of the suspect.
  - D. Amber Alert cannot be activated for a runaway child or a child who is a victim of a parental abduction involved in a civil dispute.
  - E. Amber Alerts are no longer authorized for missing children with severe mental or physical disabilities who wandered away and were unable to care for themselves.
- V. New Alert – Law Enforcement Activation Criteria
- A. The law enforcement agency requesting an Amber Alert activation must have a valid description of the missing child (race, sex, height, weight, hair color, eye color, scars, marks or tattoos, and possible clothing description).
  - B. The law enforcement agency may release the missing child’s name only after receiving parent/guardian permission.
  - C. A description of the suspected abductor is not required to activate Amber Alert. If suspect information is requested to be broadcast, the investigating agency must have enough information that broadcasting the suspect description will assist in the recovery of the missing child.
  - D. The requesting law enforcement agency must supply a 24-hour telephone number to be disseminated to the public when activating Amber Alert of Michigan. The current number to provide is (734) 994-2911.
  - E. The Law Enforcement Agency requesting an Amber Alert activation, should submit the request for the activation within the first 3 hours of the initial investigation of the missing child. Amber Alert activations will only occur beyond the initial 3 hours if the investigating Law Enforcement Agency has developed significant and reliable information that the missing child is still within the immediate area or has obtained eyewitness information about the missing child’s location.
  - F. Amber Alert may only be activated after approval from the highest-ranking patrol supervisor and notification of the Michigan State Police (MSP) Amber Alert Coordinator by Washtenaw Metro Dispatch.
  - G. The Law Enforcement Agency requesting the Amber Alert activation must immediately enter the child into LEIN/NCIC as an “Endangered Missing Person” as prescribed by Michigan Compiled Law (MCL 28.258) and [P&P 081-014](#).


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- H. Once the Amber Alert request is authorized by the MSP, the law enforcement agency that requested the activation must disseminate a LEIN Broadcast in their area and surrounding areas to notify other agencies of the Amber Alert activation. If the requesting agency wants a message sent outside Michigan to inform other agencies of the Amber Alert Activation, that agency shall format the NLETS out of state message using appropriate LEIN message headers. The message may be sent “station to station,” “statewide broadcast,” or “regional broadcast,” using MSP ELOP as their message operations manual section 15, pages 12-18. For Canada, see section 15, page 71.)

## VI. Procedures

### A. First Responders Responsibilities

1. Interview person(s) who made report.
2. Verify child is missing.
3. Verify child’s custody status.
4. Identify circumstances of child’s disappearance.
5. Determine when, where, and who last saw the missing child.
6. Interview person(s) who last had contact with child.
7. Make an initial determination of the type of incident:
  - a. Stranger or acquaintance abduction.
  - b. Family abduction.
  - c. Abducted by a parent(s) whose rights have been terminated by a court.
  - d. In the company of another who has a confirmed criminal history of child abuse/neglect, sexual assault, domestic assault, or a crime involving the victimization of children, or has made statements of intent to harm the missing child or is suicidal.
  - e. Missing with a documented severe mental or physical disability.
  - f. Runaway.
8. Obtain a detailed description of the missing child, abductor/suspect, and any suspicious vehicle used.
9. Attempt to obtain the signature of a parent or guardian authorizing release of the missing child’s name.

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10. Relay descriptive information to Washtenaw Metro Dispatch including request for activation of Amber Alert (if incident meets protocol criteria).



11. Treat the area as a crime scene.

**B. Duty Command responsibilities**

1. Review all requested Amber Alerts before the request is forwarded to the Michigan State Police.
2. Notify the Chief of Police, Deputy Chiefs and appropriate Detective supervisor that an Amber Alert request has been transmitted to the Michigan State Police.
3. Utilize the U.S. Department of Justice, Federal Bureau of Investigation, "Child Abduction Response Plan, and Investigative Guide" located in the Patrol Command Office to assist in coordinating an investigation.
4. Contact Washtenaw Metro Dispatch and determine what additional personnel will be required to handle the anticipated volume of calls the Alert will generate.
5. Contact the department PIO and update them with all relevant information so that the PIO can handle press releases and media inquiries.
6. Verify Update Alerts were sent by Washtenaw Metro Dispatch.
7. Upon cancellation of the Amber Alert, verify that the Cancel Alert was sent utilizing the "Urgent Missing Child Notice".

**C. Washtenaw Metro Dispatch responsibilities in utilizing Amber Alert**

1. The law enforcement agency requesting an Amber Alert must enter the missing juvenile into LEIN/NCIC as an "Endangered Missing Person" as prescribed by Michigan Compiled Law (MCL 28.258) and **P&P 81-14**.
2. After Patrol supervisor approval, Activation of the Amber Alert will be performed by Washtenaw Metro Dispatch personnel. The telephone number for the Michigan State Police Amber Alert reporting center is **1-517-241-8000**.
  - a. **UPDATE ALERT: Law Enforcement Activation Criteria**

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- 1) The activating law enforcement agency can submit an update on the Amber Alert if new information has been developed through the investigation which can assist in the recovery of the abducted child, and the investigating agency believes broadcasting the new information will assist in the recovery.
- 2) The law enforcement agency requesting the Amber Alert update must disseminate a LEIN Broadcast in their area and surrounding areas, notifying other agencies of the Amber Alert update. If the requesting agency wants a message sent outside Michigan to inform other agencies of the Amber Alert update, that agency shall format the NLETS out of state message using appropriate LEIN message headers. The message may be sent “station to station,” “statewide broadcast,” or “regional broadcast,” using MSP ELOP as their message switching station. (See LEIN operations manual section 15, pages 12-18. For Canada, see section 15, page 71)

b. **CANCEL ALERT: Law Enforcement Activation Criteria**

- 1) The activating law enforcement agency must immediately cancel the Amber Alert activation when the missing child has been recovered, or the case has been resolved.
- 2) The law enforcement agency requesting the Amber Alert cancellation must send a LEIN Broadcast in their area and surrounding areas to notify other agencies of the Amber Alert cancellation. If the requesting agency wants a message sent outside Michigan to inform other agencies of the Amber Alert cancellation that agency shall format the NLETS out of state message using appropriate LEIN message headers. The message may be sent “station to station,” “statewide broadcast,” or “regional broadcast,” using MSP ELOP as their message switching station. (See LEIN operations manual section 15, pages 12-18. For Canada, see section 15, page 71.)

D. **Detective Section responsibilities**

The investigative command officer advised of the incident shall immediately assign necessary personnel to the case.