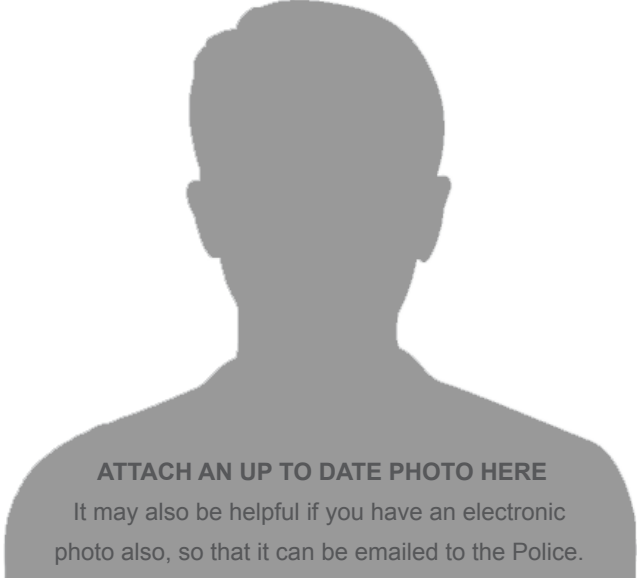


PART 1

There may be important pieces of information that you are able to provide to the Police in the event that the person you are caring for has gone missing. Try and have several copies of recent, close-up photographs of the person. This may help the Police when searching for them. The checklists below are important – but don't worry if you haven't all of the information that it asks for as it will not apply to everyone.

Fill in these sections and keep it in a safe place, where it can be easily located if the person that it refers to goes missing. You may want to make several copies which can be kept safe by neighbours or relatives. If you are concerned about the whereabouts of your friend/relative then you **MUST** call the Police on 999.

<p>Full Name: _____</p> <p>Preferred Name: _____</p> <p>Preferred Language: _____</p> <p>Date of Birth: _____ Age: _____</p> <p>Ethnicity: _____</p> <p>Gender: _____</p> <p>Current Address: _____</p> <p>_____</p> <p>_____</p> <p>Postcode: _____</p>	 <p>ATTACH AN UP TO DATE PHOTO HERE</p> <p>It may also be helpful if you have an electronic photo also, so that it can be emailed to the Police.</p>
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Previous/ Key addresses	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>
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Previous employment details and addresses	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>
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Places of interest	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p>
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WEEKLY HABITS AND ROUTINES (Appointments, places visited, people seen etc.)

	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
Completed by:		Date Completed:	

DESCRIPTIVE (CONTINUED)

Has this person been missing before (date; place; reference numbers)?:

What were the circumstances of his previous missing incidents (times & dates, how they came to be missing, where they were located, what routes were taken, what people they came across etc.):

Risk Factors:

- Suicidal Depressed Confused
 Alcohol Violent Other (state): _____

PART 2

Please complete in the event you have reported the person missing.

DESCRIPTION OF WHAT THE PERSON WAS LAST SEEN WEARING

Shirt / Sweater: _____

T-shirt / Undershirt: _____

Outerwear (e.g. coat; jacket; gloves; scarf): _____

Headwear: _____

Footwear: _____

Jewellery (e.g. watch, rings): _____

Any other descriptive information:

MISSING REPORT

Date, time and location last seen: _____

Agree to a media release:

Yes No

Events immediately prior to going missing:

Are there any risks or considerations persons searching should be aware of:

Point of contact if person is located: _____

Can you offer any other relevant information?

(consider anything that might help locate, protect or help communicate with the missing person)

There maybe occasions when Partners need to share information contain in the Herbert protocol to keep people safe from harm and to ensure that they are found safely during a missing event, by completing this form you are given consent to share this information.

