

(8)-When reporting information to the police department, offer your full cooperation in answering all questions asked by the police dispatcher. The police need as much information as you can provide.

- Identify yourself and offer: name, address, phone number, and other information as may be requested.
- Indicate type of situation - suspicious person, vehicle, criminal activity, etc.
- Indicate if the incident is still in progress, or just occurred - and how long ago.
- Note emergency needs as soon as the police answer. Some areas have special emergency phone numbers, which alert the police that an emergency call is being received. Let them know.."This is an emergency!"
- Indicate where the incident-crime, etc., is taking place or took place. Be specific.
- Give complete description of all suspects, vehicles, etc.
- Note how many persons were involved, or are present.
- Indicate if you saw a weapon or think a weapon is present and what type of weapon.
- Indicate direction of travel of suspects or vehicles.
- Provide as much information as you can.

The more information you provide, the better the police can respond to the situation.

SUSPECT IDENTIFICATION CHART:

Review the Suspect I.D. Chart and become familiar with basic items regarding suspect descriptions as indicated. Be sure to advise the police of any peculiarities about the suspicious person. Ask yourself what is unusual about this particular person you happen to observe. For example, peculiar mannerisms, movements, actions or nervousness, may be helpful, as well as tattoos, scars, voice and speech patterns.

Physical Description

Hair
Color-Cut
Eyes-Eyeglasses
Beard, Moustache, Sideburns
Shirt
Coat or Jacket
Trousers
Shoes

Height
Complexion
Speech Characteristics (Accent, Lisp, etc.)
Visible Scars, Marks, Tattoos
Nationality if known
Age
Weight

Method of Escape:
Direction _____

Vehicle Description:
Auto License _____
Make/Yr. _____
Color _____

Additional Remarks:

SUSPECT IDENTIFICATION
AND
REPORTING INCIDENTS TO
THE POLICE

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This brochure has been prepared to assist citizens in reporting suspicious persons and actions to the police. It is essential that timely information be provided as soon as possible, and with as much detail as possible for the police to respond in an effective manner. Citizens can greatly assist their police departments by reporting persons who appear suspicious in nature or who may be involved in criminal activity.

'NEIGHBORHOOD' AWARENESS & CRIME PREVENTION:

Citizen participation in the process of crime prevention, is one of the most effective tools for dealing with crime. The police cannot do the job alone and need the involved assistance of every concerned citizen. Neighborhoods, whether located in a residential area, business district, or on a college campus, should be actively involved in efforts designed to reduce the opportunity for a crime to occur. Everyone has a role to play in confronting the problem of crime and reducing the impact on the neighborhood.

Reducing burglaries, robberies, assaults, vandalism, and other criminal acts require a special partnership between citizens and the police. Citizens can become more involved by simply reporting suspicious persons, vehicles and incidents immediately to the law enforcement agencies in their local areas. Reporting suspicious persons to the police assists in the identification of potentially disruptive persons who may desire to commit criminal acts in business and residential neighborhood areas. Citizens can serve very effectively as additional 'eyes' and 'ears' for their law enforcement agencies.

By becoming actively involved and notifying the police of suspicious persons, vehicles and incidents, citizens can greatly help to make their neighborhoods more secure. The information contained in this brochure is designed to assist citizens in the timely reporting of suspicious persons & vehicles.

SUSPECT IDENTIFICATION:

- (1)-Report suspicious persons and incidents, including vehicles immediately to the police.
 - (2)-Be cautious and careful when you observe such situations & any actions that you take.
 - (3)-You should never attempt any actions to apprehend a suspect, unless you are asked to render aid by a law enforcement officer, who may need assistance.
 - (4)-It is the law enforcement officer's job to conduct the investigation, and you should assist as directed at the scene.
 - (5)-At home, in the office, on a school or college campus, or any other place, be alert to suspicious persons who seem out of place, don't dress for the climate, and otherwise act in an unusual manner.
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- (6)-In reporting the description of a suspicious vehicle, try to provide as much information as possible:

- Color of Vehicle
- Model and Type
- Vinyl Top or Convertible
- Make and Style
- Large, Medium, Small
- Domestic or Foreign
- Tag Number and State
- Bumper Stickers, etc.
- Decals and Numbers
- Dents, Damage, Rust, etc.
- Direction of Travel
- Number of Occupants
- Special Features
- Any Other Data

- (7)-In reporting the description of a suspicious person, try to provide as much physical detail as you can remember:

- Any Hats worn by subject.
 - Glasses: style, frames.
 - Coats: color, type, style.
 - Shirt: color, type, style.
 - Pants: color, type, style.
 - Socks: color, type.
 - Shoes: color, style, heels.
 - Sex, Race, Age.
 - Height, Weight, Build.
 - Complexion, skin, etc.
 - Hair: Color, length, style.
 - Eyes: Color.
 - Physical Marks, Scars, etc.
 - Facial Hair - Beards, etc.
 - Speech Patterns
 - Any Other Information.
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