



**1-66 MISSING PERSONS UNIT**

Related SOP(s): None

**1-66-1 Purpose**

The purpose of the Missing Persons Unit is to investigate all missing person cases, including missing adults, missing juveniles, and runaway juveniles.

**1-66-2 Policy**

It is the policy of the Department's Missing Persons Unit to investigate all missing person cases meeting the criteria within New Mexico state statute NMSA 1978 § 29-15-1.

**1-66-3~~2~~ Rules and Responsibilities**

A. Missing Persons Unit will complete the following investigations:

1. Adult Missing and/or Endangered Persons;

2. Missing Juveniles;

a. Child Exploitation Division (CED) will assist with Amber alerts in abduction cases.

3. Runaway Juveniles;

4. Silver Alerts; and

5. Brittany Alerts.

**5** B. Detectives will obtain the Daily Report from report review to locate reports not yet received for individuals entered into National Criminal Information Center (NCIC) as missing. ~~7~~

**5** 1. Detectives will log and review all incoming reports of missing or assumed ~~M~~missing ~~P~~persons in the ~~C~~case ~~M~~management system. ~~7~~

**5** 2. Detectives will follow up to determine if the missing person has returned or is still missing. ~~7~~



- 5 a. If the person is still missing, the detective will continue to investigate and leave the case open until the individual is located.- 6
- 5 b. If the person has been found, the detective will ensure ~~that~~ the individual ~~is~~was removed from NCIC and the case ~~is~~was closed. 6

C. Missing Persons Call-Out Criteria/Procedures

1. Field Officers will conduct an initial investigation and notify their supervisor to determine if a detective is needed.
2. The supervisor will then contact the on-call Missing Persons detective ~~Sergeant~~ and advise them ~~him/her~~ of the incident.
3. The Missing Persons detective ~~Sergeant~~ will ~~then~~ determine if the call meets the call out criteria. ~~and activate the on call detective, if applicable.~~
4. Detectives may determine if a Silver ~~alert~~ or Brittany Alert is necessary.
5. The Missing Persons Unit is on call at all times. The ~~S~~ergeant will organize the on call schedule.

D. Detectives may be called by other agencies to assist with locating a missing person that may be within the Department's ~~APD~~ jurisdiction.

E. Detectives will provide training to ~~d~~Department personnel and other agencies as directed.

F. Detectives will assist in the maintenance of the NamUS Database, which is housed with the Cold Case Unit.