



## ***The Alaska AMBER Alert Plan – 2014 Revision***

AMBER: Abducted Minors Broadcast Emergency Response

The Alaska AMBER Alert Plan is a voluntary partnership between law enforcement agencies and broadcasters to alert the public when a child has been abducted and is believed to be in serious danger. Under the AMBER plan, area radio and television stations will interrupt programming to broadcast information about the abducted child, suspect, and suspect vehicle, using the Emergency Alert System (EAS). This program is designed to gain public participation and support in passing on investigative leads to law enforcement to secure a rapid and safe return of the abducted child. The program will exert pressure on the abductor to release the child due to media and public attention.

This plan has been developed through the cooperative efforts of the Alaska State Troopers, Alaska Division of Homeland Security and Emergency Management, Alaska Department of Transportation and Public Facilities, and the Alaska Broadcasters Association.

Working together, we can make the Alaska AMBER Alert Program an effective tool in recovering abducted children and deterring possible abductions.

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## ACTIVATION CRITERIA

AMBER Alerts will not be activated for every child abduction and will be issued only when specific requirements are met. Requests for activation of the Alaska AMBER Alert system will be evaluated based on the following criteria:

- ◆ The abduction involves a child or children under 18 years of age, or someone with a known mental or physical disability; and,
- ◆ Local law enforcement is reasonably certain that an abduction has occurred and the victim is believed to be in imminent danger of serious bodily harm or death;
- ◆ Enough descriptive information is available about: the victim; the suspect; and/or the suspect's vehicle to assist with the safe recovery of the victim and/or the apprehension of the suspect; and,
- ◆ Information on the abduction has been entered into the National Crime Information Center (NCIC), Alaska Public Safety Information Network (APSIN) and flagged as a Child Abduction (CA) or AMBER Alert (AA).

***\*\*NOTE: AMBER Alerts are not to be used for Runaway or Family Abductions, unless investigation determines all criteria for an AMBER Alert is met.***

## **PROGRAM REQUIREMENTS**

- a. A coordinated effort by Local, State and Federal Agencies, private sector agencies, and Alaska broadcasters is required to evaluate, activate and disseminate statewide AMBER Alerts.
- b. AMBER Alerts can only be implemented through state and local law enforcement agencies, ***not through citizen activations***. Citizens requesting activation must contact their local law enforcement agencies or the Alaska State Troopers.
- c. Use of the system is restricted to abductions where the child is believed to be in danger.
- d. Members of the Alaska Broadcasters Association will voluntarily interrupt their regular programming to broadcast periodic AMBER Alerts.
- e. Local law enforcement will provide the initial response in any reported child abduction. State and federal investigative assistance is intended as a supplement to, and not a substitute for, local response.
- f. Local law enforcement agencies will enroll in the program at one of two levels. The level of participation will depend on the resources of the law enforcement agency.

### **Level One:**

- Level One agencies will have the independent authority to activate an AMBER Alert through the Alaska State Troopers/Fairbanks Dispatch Center (AST/FDC).
- The Level One agency's dispatch center will be responsible for taking all calls received directly from the public or forwarded to them through the AST/FDC, which will receive, log, and forward all calls received either on 9-1-1 or the 1-866-AKAMBER hotline.
- The Level One agency will be responsible for all media releases and contacts with the media. AST will coordinate notifications to other participating agencies.
- The Level One agency will be the primary investigative agency in the case.

### **Level Two:**

- Level Two agencies will coordinate with the Alaska State Troopers to initiate the activation of an AMBER Alert through the AST/FDC.
- The AST/FDC will receive, log, and forward all calls received either on 9-1-1 or on the 1-866-AKAMBER hotline to the requesting law enforcement agency.

- The AST/FDC will disseminate information to the media and other participating agencies. Media calls regarding the AMBER Alert will be handled by the AST Public Information Officer (PIO), while media calls regarding the investigation will be handled by the lead investigative agency.
- Level Two agencies will be the primary investigative agency in the case unless assistance from the Alaska State Troopers has been requested.

***All law enforcement agencies statewide must be prepared to receive calls whenever and wherever an AMBER Alert is activated. Calls should be logged and forwarded to the appropriate investigating agency, Trooper Post, or Officer in Charge (OIC).***

## Roles and Responsibilities

### Law Enforcement Agency with Jurisdiction:

- Verifies reported missing person meets AMBER Alert activation criteria
- Enters missing person into the National Crime Information Center (NCIC) and Alaska Public Safety Information Network (APSIN) and flagged as a Child Abduction (CA) or AMBER Alert (AA)
- Initiates AMBER Alert through contact with AST Fairbanks Dispatch Center (AST/FDC)

### Alaska State Troopers / Fairbanks Dispatch Center (AST/FDC):

- Serves as the initial contact for requesting law enforcement agency to activate an alert
- Activates Emergency Alert System (EAS)
- Posts Alert to Alaska AMBER Alert Webpage
- Sends Alert to Alaska AMBER Alert Media Advisory list
- Sends Alert to Alaska AMBER Alert public notification list
- Notifies Division of Homeland Security and Emergency Management (DHSE&M) State Emergency Operations Center (SEOC) and Alaska Department of Transportation and Public Facilities (DOT/PF)
- Notifies bordering Local, State, Federal and Canadian Law Enforcement and/or Customs
- Posts and maintains AMBER Alert information on statewide 5-1-1 phone system and website
- Provides a 24-hour dispatch center for call taking and routing of information
- Coordinates involvement of the State Crime Detection Laboratory
- Coordinates with SEOC to verify EAS activation and AMBER Alert dissemination to media
- Coordinates with AST PIO for distribution of AMBER Alert on social media

### Alaska State Troopers AMBER Alert Coordinator

- Coordinates with DHS&EM for after action reviews of statewide AMBER Alerts
- Coordinates with participating agencies for a periodic review of the AMBER Alert Plan
- Maintains a Media Advisory List
- Maintains Alaska AMBER Alert public notification list and website

### State of Alaska Division of Homeland Security and Emergency management (DHS&EM) State Emergency Operations Center (SEOC):

- Maintains statewide EAS System
- Serves as back-up to AST/FDC as EAS originator for AMBER Alerts
- Posts AMBER Alerts on DHS&EM website and DHS&EM social media

- Assists AST/FDC with notification of participating agencies and media as needed
- Coordinates with AST AMBER Alert Coordinator for After Action Reviews of statewide AMBER Alerts
- Coordinates with AST AMBER Alert Coordinator for periodic review of the AMBER Alert Plan
- Provides administrative support in developing, implementing and maintaining the AMBER Alert plan

State of Alaska Department of Transportation and Public Facilities (DOT/PF):

- Receives and disseminates AMBER Alert information to all facilities under DOT/PF jurisdiction including airports, ferry terminals
- Notifies all DOT/PF maintenance crews via state radio system of AMBER Alert
- Assists with activation and posting of AMBER Alert on highway dynamic messaging signs directing motorists to call the 5-1-1 number for AMBER Alert information

## **ACTIVATION PROCEDURES**

Following are procedures for activation of the Alaska AMBER Alert system:

### **1. Local Response/Initial Evaluation of Incident:**

When a law enforcement agency receives a report that an abduction has taken place which they believe meets the AMBER Alert criteria, the incident will be evaluated based upon the AMBER Alert Criteria. (See Appendix 1 – AMBER Alert Criteria Checklist).

### **2. State Notification:**

If the law enforcement agency's chain of command believes an AMBER Alert is warranted, they will:

- Enter the incident information into NCIC and APSIN
- Contact the Alaska State Troopers/Fairbanks Dispatch Center (AST/FDC)
- Fax or email a completed copy of the AMBER Alert Request form (Appendix 3) to the AST/FDC requesting an activation of the AMBER Alert system.

### **3. State Evaluation of Request:**

With a request from Level One agencies:

- AST/FDC will proceed to AMBER Alert Activation

With a request from Level Two agencies:

- The request will be evaluated by the AST/FDC Supervisor, D Detachment Commander, or On-Call SAR Coordinator against the AMBER Alert criteria prior to alert activation (See Appendix 1 – AMBER Alert Criteria Checklist).
- If the request meets the criteria, AST/FDC will proceed with AMBER Alert Activation.
- If the request does not meet the criteria, AST/FDC Supervisor, D Detachment Commander, or On-Call SAR Coordinator will refer the request back to the requesting law enforcement agency's chain of command for further investigation.

Following a Level One agency request for activation, or if an activation is authorized, immediate notification and briefing will be provided to the Alaska Bureau of Investigation, the Alaska State Troopers Division Command Staff, and the DPS Public Information Office.

#### **4. AMBER Alert Activation:**

##### **A. Emergency Alert System (EAS)**

AST/FDC will activate EAS using the EMnet system. If AST/FDC is unable to activate EAS, SEOC will activate EAS.

- Alerts will be broadcast every 30 minutes during the first two hours of activation and then once an hour for the next three hours unless a cancelation is received from the originating law enforcement agency.
- EAS Broadcasts will stop after five hours.

##### **B. AMBER Alert Website Activation**

AST/FDC will post the Alert on the statewide AMBER Alert website at <http://amberalert.alaska.gov>. Activating an alert on the website immediately triggers the AMBER Alert Secondary Notification System which sends an email to everyone on the bulk email list.

1. The AMBER Alert Website Activation will include:

1. Description of the child (name, race, age, physical attributes, clothing worn)
2. Where the abduction took place
3. Where the child was last seen
4. Suspect description
5. Suspect vehicle description
6. Phone number for the public to call with information
7. A photograph of the child and suspect, if available

#### **5. Routing of Calls from the Public:**

- a) 1-866 AKAMBER (252-6237) number, and 9-1-1, will be used for each activation.
- b) 1-866-AKAMBER rings directly into the AST/FDC at (907) 451-5181. Local law enforcement agencies will also receive calls through local 9-1-1 exchanges. ***Any call received by the AST/FDC, or other agency, will be forwarded to the appropriate agency:***
  1. ***After recording the caller's name and call-back number; and/or***
  2. ***The information is taken and recorded on a 'leads sheet' and then forwarded.***

- c) Calls/information will be forwarded to the originating/investigating law enforcement agency.

**6. Cancellation of an AMBER Alert:**

- a) The originating law enforcement agency will contact AST/FDC when the AMBER Alert is canceled.
- b) AST/FDC will cancel the alert by:
  - Sending an EAS cancelation if the cancelation is received within five hours of the initial EAS activation. If no cancelation is received or the cancelation is received more than five hours after the initial EAS activation, no EAS cancelation will be sent. EAS broadcasts will stop five hours after activation.
  - Updating a cancelation on the Alaska statewide AMBER Alert website at <http://amberalert.alaska.gov>. Canceling an alert on the website immediately triggers the AMBER Alert Secondary Notification System which sends an email to everyone on the bulk email list notifying them of the cancellation.
  - Notifying participating agencies of cancelation.

## **Review Process**

### **After Action Review (AAR):**

Following each AMBER Alert activation, the Alaska AMBER Alert Coordinator will convene an AAR with participating agencies to review the Alert and opportunities for improvement of the process or plan. The AAR may be conducted by teleconference.

### **Periodic Plan Review:**

Every three years, the Alaska AMBER Alert Coordinator will convene a panel of participating agencies to review the Alaska AMBER Alert plan in an effort to update and refine the plan.

## **Media Guidelines and Information**

Voluntary participation in the AMBER Alert program by Alaska's Media, with prompt broadcast and distribution of AMBER Alerts, is crucial to successfully locating missing children.

1. AMBER Alerts will be initiated according to the procedures and criteria in the Alaska AMBER Alert Plan, following evaluation by law enforcement. If an AMBER Alert is authorized, the initial Alert will be issued over EAS using EMnet.
2. EAS stations should have the alert on the air within 15 minutes.
3. AMBER Alerts will be broadcast every 30 minutes during the first two hours of activation and then once an hour for the next three hours unless a cancellation is received from the originating law enforcement agency. EAS Broadcasts will stop after five hours. An EAS cancellation will be sent if the cancellation is received within five hours of the initial EAS activation. If no cancellation is received or the cancellation is received more than five hours after the initial EAS activation, no EAS cancellation will be sent. Cancellations after five hours will be distributed through a Department of Public Safety press release. If the Alert is not canceled, stations may elect to continue providing the Alert information through special reports, station initiated crawlers, news reports or announcements.
4. Media will be advised of alerts and cancellations through email to the Alaska AMBER Alert Media Advisory list.
5. Media are encouraged to use their websites, social media, email, text messaging, and other public information services to distribute the alert to the widest possible statewide audience.
6. During an alert, the State AMBER Alert Website (<http://amberalert.alaska.gov>) will have the alert information and any available photographs. The website will be updated as new information is received or with a cancellation notice.

## Appendix 1

### **AMBER Alert Criteria Checklist** **(Law Enforcement / Dispatch Use Only)**

1. Is the kidnapping one in which the child victim is under 18 years of age?
  - IF YES, move to question #5
  - IF NO, answer question #2
2. Is the kidnapping one in which the child victim has a proven mental or physical disability?
  - IF YES, move to question #5
  - IF NO, answer question #3
3. Was the child kidnapping witnessed by anyone?
  - IF YES, move to question #5
  - IF NO, answer question #4
4. Did the child kidnapping involve acts of violence?
  - IF YES, move to question #6
  - IF NO, DO NOT ACTIVATE THE AMBER ALERT.
5. Did you believe the child to be in danger of serious bodily harm or death?
  - IF YES, move to question #6
  - IF NO, DO NOT ACTIVATE THE AMBER ALERT.
6. Did you have enough descriptive information on the victim, suspect or suspect vehicle to assist in the location of the victim?\*- IF YES, ACTIVATE THE AMBER ALERT
- IF NO, DO NOT ACTIVATE THE AMBER ALERT.

\* To meet AMBER criteria, the alert must contain a description of the child and details of the abduction. Law enforcement agencies should not activate the AMBER Alert if there is insufficient information to send out.

## Appendix 2

### Sample EAS Alert Message

Announcer:

The Alaska Department of Public Safety and the Alaska Division of Homeland Security and Emergency Management are activating this ALASKA AMBER ALERT.

We have just received this important announcement regarding an abducted child in *(Name of City)*.

The *(Law enforcement agency)* is asking the public's assistance in locating *(Child's name)* a *(Child's description including race, sex, age, height, weight, hair, eyes)*. Child was last seen *(Location)* and is believed to be in DANGER. Child was last seen wearing *(Clothing description)*. Authorities believe the child was likely abducted by *(Suspect description, including all available information)* and may be traveling in a *(Vehicle description)*.

For more information on this ALASKA AMBER ALERT please call 5-1-1 or go to our website at [amberalert.alaska.gov](http://amberalert.alaska.gov).

Anyone with any information regarding this abduction is asked to call 9-1-1 or the AMBER Alert Hotline at 1,-866-AKAMBER that's 1-866-252-6237.

<http://amberalert.alaska.gov>

### Appendix 3

## Alaska AMBER Alert Request Form

Alaska State Troopers Fairbanks Dispatch

Phone: 907-451-5100

Fax: 907-451-5165

Email: [dispatch.fairbanks@alaska.gov](mailto:dispatch.fairbanks@alaska.gov)

### Section I – ID/Time/Location

• Full Name of Abducted Child: *(if more than one child abducted, complete one form for each)*

\_\_\_\_\_

• City/Community Where Child Was Last Seen:

\_\_\_\_\_

• Day/Date of Abduction: \_\_\_\_\_

• Time of Abduction: \_\_\_\_\_

• Exact Address / Location of Abduction:

\_\_\_\_\_

• If possible, Name & DOB of Suspect(s): \_\_\_\_\_

\_\_\_\_\_

• Description of Suspect(s): \_\_\_\_\_

\_\_\_\_\_

• Description of Suspect Vehicle: \_\_\_\_\_

\_\_\_\_\_

• Known Landmarks At or Near Abduction Location:

\_\_\_\_\_

• Last Known Direction of Travel (include Hwy# and/or Street Name):

### Section II – Threat of Imminent Danger

• Is the Abducted Child believed to be in Imminent Danger?

\_\_\_\_\_

• Is this a Parental Abduction? \_\_\_\_\_

If yes, what evidence exists to indicate the parent would cause serious injury or death to the child?

- What evidence exists of the child’s abduction?

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**Section III – Child’s Personal Information & Description**

\*\*Is Current Digital Photo of Child Attached? \_\_\_\_\_

If so, when was it taken? \_\_\_\_\_

• Race/Ethnicity of Child: \_\_\_\_\_

• Sex of Child: \_\_\_\_\_

• Color & Style of Hair: \_\_\_\_\_

• Child’s DOB: \_\_\_\_\_

• Complexion: \_\_\_\_\_

• Height & Weight: \_\_\_\_\_

• Description of Clothing Child Last Seen Wearing, Including any Personal Items in Child’s Possession:

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• Circumstances surrounding abduction & any pertinent information:

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**Section IV – Supplemental**

• Name of Law Enforcement Agency Making AMBER Alert Activation Request: \_\_\_\_\_

• Name/Rank of Authorizing Officer at Law Enforcement Agency: \_\_\_\_\_

• Signature of Above Officer: \_\_\_\_\_

• 24/7 Phone Number for Contact: \_\_\_\_\_

• Names & Cell Phone #'s of Case Investigators (*for AST purposes only*): \_\_\_\_\_

**Submit Completed Form To: *Follow-up with phone call to insure receipt.***

Alaska State Troopers Fairbanks Dispatch

Phone: 907-451-5100

Fax: 907-451-5165

Email: [dispatch.fairbanks@alaska.gov](mailto:dispatch.fairbanks@alaska.gov)

## Appendix 4

# Alaska AMBER Alert Station Activation Procedures

*Please post at transmitter control point for Operators and distribute to news departments and on-air personnel.*

**Step 1** The Alaska State Troopers/Fairbanks Dispatch Center (AST/FDC) determines that a child abduction has occurred that fits the criteria for an AMBER Alert. They, backed up by the State Emergency Operations Center (SEOC), are the only authorized state agency to activate an EAS AMBER Alert. Citizens cannot activate an AMBER Alert, citizens requesting activation must contact their local law enforcement agencies or the Alaska State Troopers.

**Step 2** The AST/FDC activates the EAS System, using EMnet (Child Abduction Emergency “CAE” code). The message will be disseminated statewide according to the Alaska EAS State Plan.

**Step 3** The AST/FDC then posts the AMBER Alert on the statewide AMBER Alert website at [www.amberalert.alaska.gov](http://www.amberalert.alaska.gov). This immediately triggers the AMBER Alert Secondary Notification System, which sends an email to all stations and staff registered on the bulk email list. This will include:

1. Description of the child (name, race, age, physical attributes, clothing worn)
2. Where the abduction took place
3. Suspect description
4. Suspect vehicle description
5. Phone number for the public to call with information
6. Photograph of the child and suspect, if available

This information and any updates will also be posted on the Alaska AMBER Alert website.

**Step 4** Station transmits AMBER Alert to the public within your service area. The recommended timeframe is 15 minutes from receiving initial information to on air broadcast.

**Step 5** Station shall then broadcast the information:

1. Alerts will be broadcast every 30 minutes during the first two hours of activation and then once an hour for the next three hours unless a cancellation is received.
2. EAS Broadcasts will stop after five hours.
3. An EAS cancellation will be sent if the cancellation is received within five hours of the initial EAS activation.
4. If no cancellation is received or the cancellation is received more than five hours after the initial EAS activation, no EAS cancellation will be sent.
5. Cancellation will be posted on the Alaska statewide AMBER Alert website at <http://amberalert.alaska.gov>. Canceling an alert on the website immediately triggers the AMBER Alert Secondary Notification System which sends an email to everyone on the bulk email list notifying them of the cancellation.

**Step 6** Station will notify listeners and viewers of the AMBER Alert cancellation.

## AMBER ALERT ACTIVATION CRITERIA

AMBER Alerts will not be issued for every child abduction. They are issued only when specific requirements are met. Requests for activation of the Alaska AMBER Alert system will be evaluated by law enforcement based on the following criteria:

- The abduction involves a child or children under 18 years of age, or someone with a known mental or physical disability; and,
- Local law enforcement is reasonably certain that an abduction has occurred and the victim is believed to be in imminent danger of serious bodily harm or death;
- Enough descriptive information is available about: the victim; the suspect; and/or the suspect's vehicle to assist with the safe recovery of the victim and/or the apprehension of the suspect; and,
- Information on the abduction has been entered into the National Crime Information Center (NCIC), Alaska Public Safety Information Network (APSIN) and flagged as a Child Abduction (CA) or AMBER Alert (AA).

***\*\*NOTE: AMBER Alerts are not to be used for Runaway or Family Abductions, unless investigation determines that the AMBER Alert criteria have been met.***

## Appendix 5

### Definitions, Acronyms, Contact Numbers:

|        |  |
|--------|--|
| ABA    | Alaska Broadcasters Association (Area Broadcasters)  |
| AMBER  | Abducted Minors Broadcast Emergency Response   |
| APSIN  | Alaska Public Safety Information Network   |
| AST    | Alaska State Troopers  |
| DHS&EM | Alaska Division of Homeland Security and Emergency Management (907) 428-7100   |
| DMS    | Dynamic Messaging Signs located on State highways that can display messages about an Alert.  |
| DOT/PF | Alaska Department of Transportation and Public Facilities, the State agency in Alaska with responsibility for State roads, airports and ferries. |
| DPS    | Alaska Department of Public Safety of which the Alaska State Troopers are a Division   |
| EAS    | Emergency Alert System (formerly known as the Emergency Broadcast System)  |
| FDC    | Fairbanks Dispatch Center, Alaska State Troopers<br>(907) 451-5100 Fax: (907) 451-3002<br>Email:dispatch.fairbanks@alaska.gov                    |
| NCIC   | National Criminal Information Center   |
| OIC    | Officer in Charge  |
| PIO    | Public Information Officer   |
| SEOC   | State of Alaska Emergency Operations Center, operated by DHS&EM<br>(907) 428-7100 Fax :(907) 428-7095 Email: seoc@ak-prepared.com                |
| 5-1-1  | Alaska DOT/PF phone and website system for reporting road conditions statewide. <a href="http://511.alaska.gov">http://511.alaska.gov</a>        |

