

What can I do to assist police when reporting a missing person?



Families & Friends
of Missing Persons
Attorney General & Justice



NSW Police Force

It will help if you provide the police with:

- ✦ a full description of the missing person – including height, weight, colour of eyes, hair and any distinguishing features such as tattoos, birth marks, scars or favourite jewellery they may be wearing
- ✦ the person's full name including any aliases they may use
- ✦ the person's place and date of birth
- ✦ a recent photograph of the missing person
- ✦ a list of the names, addresses and phone numbers of friends and associates
- ✦ any likely destinations that the missing person may have travelled to
- ✦ any medical requirements or medications the missing person needs
- ✦ bank, credit card or other financial accounts, mobile phone, email account details
- ✦ details of any Centrelink or other benefit that the missing person was receiving
- ✦ details of the missing persons' work or study place, including employer's/administration names, contact details
- ✦ name and contact details of any work colleagues or fellow students;
- ✦ car registration number, make, model or any other transport the person may be using, such as a motorbike or bicycle;
- ✦ school details if the missing person is a child or young person
- ✦ name of the missing person's doctor, dentist, therapist and any other medical practitioner
- ✦ any information gained that may be relevant no matter how long after lodging the original report.

It is important to discuss with your case officer:

- ✦ any behavioural changes, person, medical or emotional problems your relative or friends may have experienced before they went missing

- ✦ if the person has been reported missing before and provide details of the circumstances, including where they were found
- ✦ where and when was the person last seen? Were they alone? Were they going to meet someone? Where were they headed?

It is important to keep the police contact details

- ✦ Write down the contact details of the case officer assisting you, such as their name, rank, station or address, phone, mobile and fax numbers.
- ✦ It might be helpful to keep a journal of the investigation, It can be overwhelming to remember every conversation.

Making your own enquiries

- ✦ Contact your case officer if you think of, or find, any piece of information that may be helpful in locating the missing person.
- ✦ Update your case officer regularly about the progress of any enquiries you make.
- ✦ Notify your case officer immediately if the missing person returns home or makes contact with you or any other member of your family.
- ✦ Be mindful of your safety when making your own enquiries.

Further information

Families & Friends of Missing Persons Unit

P 02) 8688 8173/1800 227 772

E ffmpu@agd.nsw.gov.au

NSW Police Missing Persons Unit

P 02) 8835 7659/1800 025 091

E #mpu@police.nsw.gov.au

Note: Calls to the 1800 numbers are free, however additional charges may apply for calls from pay phones, mobiles or some home phone plans.

Some of the above information is drawn from *SOS – A guide for the Families and Friends of Missing People*, published by the National Missing Persons Unit, Australian Federal Police.