



# St. Thomas Police Service

## BOARD POLICY

Subject:	Missing Persons
Policy Number:	LE - 052
Effective Date:	April 1, 2024
Reviewed:	April 22, 2026
Authorized:	Police Services Board

### AUTHORITY/LEGISLATIVE REFERENCE

- Community Safety and Policing Act, 2019 S.O. 2019, c. 1, Sched. 1
- Missing Persons Act, 2018
- Ontario Regulation 392/23 – Adequate and Effective Policing
- Ontario AMBER Alert Protocol
- Ontario Major Case Management Manual

### POLICY STATEMENT

The St. Thomas Police Services Board is committed to ensuring that missing persons investigations are conducted in a timely, coordinated, and effective manner, with the safety and well-being of the missing individual as the primary consideration.

The Board recognizes that missing persons occurrences may involve varying levels of risk and vulnerability, requiring a scalable and risk-based response. Through appropriate policies and procedures, members will be equipped to respond effectively to all missing persons investigations, including those involving vulnerable persons or circumstances indicating potential harm.

The Board further requires that all missing persons investigations comply with applicable legislation, including the Community Safety and Policing Act and the Missing Persons Act, and align with recognized provincial standards and protocols.

### POLICY APPLICATION

It is the policy of the Board with respect to missing persons that the Chief of Police shall:

- a. establish procedures for responding to and investigating missing persons that ensure a timely, coordinated, and risk-based approach;
- b. ensure that investigations prioritize the safety and well-being of the missing person, including consideration of vulnerability factors such as age, medical condition, and social circumstances;

- c. ensure that appropriate processes are in place to assess risk and determine the level of response required for each occurrence;
- d. ensure that members are trained in missing persons investigations, including risk assessment, investigative response, and coordination with specialized resources;
- e. establish procedures for the coordination of missing persons investigations with internal units and external agencies, including search operations and other specialized responses;
- f. ensure that appropriate procedures are in place for the consideration and, where applicable, initiation of an AMBER Alert in accordance with provincial protocol; and
- g. ensure that records relating to missing persons investigations are created, maintained, and managed in accordance with legislative and Service requirements.

## **REPORTING**

The Chief of Police shall ensure that records and reports relating to missing persons investigations are maintained in accordance with legislative requirements and Service policy.