

Safe Community Project Dispatcher Cheat Sheet

Call 911 BURGLARY (Break-and -Enter) / HOME INVASION

***CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION ***

KEY QUESTIONS:

1. Are you or anyone in immediate danger?
2. Were weapons used? Type? Where are they now?
3. Where's the suspect/person responsible now?
 - a. Suspect left scene, HOW?
 - i. Vehicle description
 - ii. Direction/location of vehicle
 - iii. Do you know where suspect is going?
 - b. (Detained) Is suspect cooperative?
 - c. Suspect's description
 - d. (Suspect on scene) Did s/he arrive in a vehicle?
 - i. Vehicle description
 - ii. Where is vehicle now?
4. Anyone injured? How many?

(Suspect on scene):

5. Where did suspect enter the building?
6. Where are possible exits from the building?
7. Is there anyone else in the building who belongs there?

(Suspect left scene/circulating):

5. Is the suspect carrying anything from the building?
Description
6. Where did s/he exit the building?
7. What items were taken?

Post dispatch instructions:

Do not disturb anything at the scene inc. weapons, tools, or other objects.

Safe Community Project Dispatcher Cheat Sheet

CALL 911 DISTURBANCE / NUISANCE

****CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION *****

1. Are you or anyone else in immediate danger? Location(s).
2. Where is the person responsible now? Suspect description.
 - a. Suspect leaving/left - how?
 - i. Vehicle description
 - ii. Direction heading
 - iii. Do you know where s/he is going?
 - b. Suspect detained:
 - i. Is s/he cooperative?
 - c. Suspect on scene:
 - i. Did s/he arrive in a vehicle? Location. Description
3. Has anyone involved been using drugs or alcohol?
4. Is there a court order/restraining order in place?
5. Is anyone injured or sick? How many?

Noise:

1. Do you know where the noise is coming from?
2. Were weapons involved or mentioned?
 - a. Type
 - b. Location
3. How many people?

Disturbance:

Was the disturbance physical or verbal?

Post dispatch instructions:

- a. Lock doors and windows
- b. If person returns, do not let her/him in, tell me immediately
- c. Do not disturb anything on the scene, including weapons, tools, or objects found nearby
- d. If noise - call us back if noise stops.
- e. If court order - Have all paperwork available for the responding officers.

Safe Community Project Dispatcher Cheat Sheet

CALL 911 SUSPICIOUS PERSON

***CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION ***

- 1 Were weapons involved or mentioned?
 - a. What type?
 - b. Where are the weapons now?

2. What is suspicious about the person/circumstances,vehicle?

3. Where's the suspect/person responsible now?
 - a. Suspect left/circulating How did s/he leave?
 - i. What direction was s/he going?
 - ii. Do you know where s/he is going?
 - b. Suspect detained Is s/he cooperative?

4. Obtain suspect's description

5. (Suspect on scene) Did s/he arrive in a vehicle?
 - a. Vehicle description
 - b. Where's vehicle now?

6. Are you or anyone else in immediate danger?
 - a. Location of person(s) in danger

Post dispatch instructions: Do not approach the person/vehicle/building.
Do not disturb anything at the scene including

Safe Community Project Dispatcher Cheat Sheet

CALL 911 THEFT

***CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION ***

KEY QUESTIONS:

1. Were weapons involved or mentioned?
 - a. Type?
 - b. Current location
2. Where's the suspect/person responsible now?
3. Are you or anyone else in immediate danger? Locations.

Suspect left/leaving or still on scene:

4. How did s/he leave?
 - a. If vehicle - description, direction headed
 - b. Do you know where the person is going?
5. Suspect's description
6. What was taken?
 - a. Property- estimated value
 - b. Money - how much?
 - c. Vehicle - description

Post dispatch instructions:

Do not disturb anything at the scene inc. weapons, tools, or other objects.
Contact your financial intuitions to cancel bank cards, credit cards, and checks.

Safe Community Project Dispatcher Cheat Sheet

CALL 911 TRAFFIC VIOLATION / COMPLAINT / HAZARD

***CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION ***

Key Questions:

1. Were weapons involved or mentioned? Type. current location
2. Number of vehicles involved & descriptions
3. Any hazardous materials involved?
 - a. Anything leaking?
 - b. Do you know the warning placard numbers (chemical ID)?

Moving traffic violation/complaint:

Where was the vehicle last seen? Direction headed?

2. Driver's description
3. Do you want to make an official complaint?

Hazard, Stall/Abandoned vehicle, Parking complaint:

- Is the vehicle/hazard blocking or slowing the flow of traffic?
- a. Is this a high or low traffic area?

Post dispatch instructions:

1. Do not follow, continue to follow, or make contact with the driver of the other vehicle.
2. Stand safely away from any fuel, chemicals, fumes.
3. If suspect following you avoid the person/vehicle. Lock doors & windows.

Safe Community Project Dispatcher Cheat Sheet

CALL 911 VANDALISM / COMPLAINT / HAZARD

***CALL 911 FROM A LAND LINE WHENEVER POSSIBLE, IT PROVIDES AN ADDRESS AND PHONE NUMBER TO THE DISPATCHER. CELL PHONE ONLY PROVIDES THE NEAREST CELL SITE LOCATION ***

1. Are you in immediate danger?
2. Is anyone else in immediate danger?

Suspect gone/leaving:

3. Where's the suspect/person responsible now?
 - a. How did the person leave?
 - b. Vehicle description
 - c. Vehicle direction
 - d. Do you know where the suspect is going?

Suspect detained:

4. Location. Is s/he cooperative?

Suspect on scene:

5. Did s/he arrive in a vehicle? Vehicle location.

6. Suspect's description

7. Were weapons involved or mentioned?
 - a. Type?
 - b. Where are the weapons now?

8. How many people involved?

Post Dispatch Instructions: Do not disturb anything at the scene, including weapons, tools, or objects found nearby.