

**HONOLULU POLICE DEPARTMENT**  
**POLICY**  
**LAW ENFORCEMENT OPERATIONS**

**August 24, 2015**

**Policy Number 4.59**

**MAILE AMBER ALERT PLAN**

**POLICY**

In an effort to provide faster responses to the most serious child abduction cases, the Minor Abducted in Life-threatening Emergency and America's Missing Broadcast Emergency Response (MAILE AMBER) Alert plan shall be utilized in accordance with the guidelines established in this directive.

**PROCEDURE**

**I. GENERAL**

This statewide plan is a cooperative effort among the four county police departments and the state of Hawaii. It is named in memory of six-year-old Maile Gilbert, abducted in Kailua, Hawaii; and nine-year-old Amber Hagerman, abducted in Arlington, Texas. The MAILE AMBER Alert plan was developed to provide rapid responses to the most serious child abduction cases by gaining rapid access to thousands of broadcast listeners and viewers throughout the state. The plan employs the community for a safe recovery of the abducted child by facilitating the exchange of information between the public and the police.

**II. OBJECTIVES**

The main objectives of the MAILE AMBER Alert plan are to:

- A. Locate and recover the endangered missing child and abductor expeditiously before the child is seriously harmed;
- B. Persuade the abductor to release the child; and
- C. Deter potential abductions.

**III. CRITERIA FOR ACTIVATION**

- A. The child shall be 17 years of age or younger.

- B. [REDACTED]
- [REDACTED]

IV. NONACTIVATION

[REDACTED]

V. GENERAL RESPONSIBILITIES

The following are general responsibilities of elements that may be directly involved in the activation of the MAILE AMBER Alert plan:

A. Patrol Districts

- 1. The assigned patrol officer shall determine if a child has been abducted, preserve the scene, and immediately notify his or her field supervisor.
- 2. The field supervisor or designee shall then notify the on-duty Criminal Investigation Division (CID) lieutenant with the facts of the case. (See the attachment for the telephone numbers.)

B. CID

- 1. Upon determining that a MAILE AMBER Alert situation may exist, the on-duty CID lieutenant or designee shall immediately notify the Homicide Detail lieutenant or designee.
- 2. The Homicide Detail lieutenant or designee shall determine whether or not to activate the MAILE AMBER Alert plan.
- 3. If the MAILE AMBER Alert plan is activated, the Homicide Detail lieutenant or designee shall notify the on-duty CID lieutenant or designee.

4. The on-duty CID lieutenant or designee shall:
  - a. Notify the Communications Division to prepare the Emergency Alert System (EAS) for a broadcast;
  - b. Notify the Media Liaison Office of the activation;
  - c. Assign at least one CID detective to respond to the scene;
  - d. Clearly complete the MAILE AMBER Alert message, HPD-276C form, and the Department of Transportation H-3 Tunnel Notification form and send or deliver the forms immediately to the Communications Division;
  - e. Set up the MAILE AMBER Alert tip hotline telephone in the CID conference room and assign personnel to receive, document, and disseminate incoming information; and
  - f. [REDACTED]
  
5. The Homicide Detail lieutenant or designee shall organize the search and determine the number of personnel to be assigned to the investigation to cover a 24-hour, 7-day plan, if necessary.

C. Communications Division

1. The Communications Division shall maintain the EAS control box that is located in the division.
2. Designated personnel shall be trained to use the EAS and operate the system during a MAILE AMBER Alert.
3. Designated personnel shall broadcast the MAILE AMBER Alert message from the HPD-276C form provided by the CID.
4. The Communications Division supervisor or designee shall [REDACTED] [REDACTED] to activate the electronic highway signs.
5. Designated personnel shall enter the abducted child's information into the Juvenile Justice Information System/National Crime Information Center (JJIS/NCIC) system and remove it upon recovery.

D. Media Liaison Office

When the alert plan is activated, the Media Liaison Office shall report the child abduction to the Missing Child Center Hawaii and assist the CID in the release of information to the public.

VI. MAILE AMBER ALERT HOTLINE

When the MAILE AMBER Alert plan is activated, a MAILE AMBER Alert hotline in the CID's conference room shall be made operational primarily to receive information from the public. (See the attachment for the telephone numbers.)

VII. DEACTIVATION

- A. The Homicide Detail lieutenant or designee shall be responsible for deactivating the MAILE AMBER Alert plan and notifying the on-duty CID lieutenant or designee of the deactivation.
- B. The on-duty CID lieutenant or designee shall notify the Communications Division and the Media Liaison Office of the deactivation.

- C. The Communications Division supervisor or designee shall notify [REDACTED].

VIII. MAILE AMBER ALERT REVIEW BOARD (MAARB)

- A. A MAARB shall be established to evaluate the effectiveness of activations and recommend improvements. Additionally, a meeting shall be convened seven working days after an event or as soon as practicable. The assistant chief of the Investigative Bureau shall chair the MAARB.
- B. The MAARB shall consist of the following members or designees:
1. Assistant chief, Investigative Bureau;
  2. Assistant chiefs, Central and Regional Patrol Bureaus;
  3. Assistant chief, Support Services Bureau;
  4. Major, CID;
  5. Major, Communications Division;
  6. Major(s) from involved patrol district(s);
  7. Lieutenant, Homicide Detail, CID;
  8. A Media Liaison Office representative; and
  9. A supervising police radio dispatcher, Communications Division.

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- C. A report of the MAARB's findings shall be forwarded to the Chief of Police.

  
LOUIS M. KEALOHA  
Chief of Police

Attachment

Post on bulletin  
board for one week

Formerly Procedure 9.19;  
first issued as Policy 4.48  
on November 27, 2002

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Attachment

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MAILE AMBER ALERT NOTIFICATION TELEPHONE NUMBERS

Criminal Investigation Division On-Duty Lieutenant

[REDACTED]

[REDACTED]

Hotline Telephone Numbers

HPD MAILE AMBER Alert Hotline:

723-3767

From the neighbor islands or out-of-state:

1-808-723-3767