



The Herbert Protocol is a national scheme first introduced by West Yorkshire Police. It encourages carers to compile useful information which could be used in the event of a vulnerable person going missing.

The scheme is designed to help those caring for someone with dementia to make sure in the event a vulnerable person going missing the police can gain access to essential information promptly.

Carers, family members and friends can complete in advance, a form recording all vital details, such as medication required, mobile numbers, places previously located, a photograph etc. In the event of your family member or friend going missing, the form can be easily sent or handed to the police to reduce the time taken in gathering this information.

Remembering all sorts of information at times like this can be very distressing for those involved and when being asked by a police officer, adds to the stress and upset caused. The information contained within these forms aims to relieve some of that stress.

The Herbert Protocol initiative is named after George Herbert, a War veteran of the Normandy landings, who had dementia and sadly died while he was 'missing' on his way to his childhood home.





HERBERT PROTOCOL VULNERABLE PERSON PROFILE



There may be important pieces of information that you are able to provide the Police and Search Teams in the event that the person you are caring for has gone missing. Try and have several copies of recent, close-up photographs of the person, this may help when searching for them.

The checklists below are indicative – do not worry if you don't have, or cannot get, all of the information it asks for, some of it won't apply to everyone.

Please fill in these sections and keep it in a safe place where it can easily be located if the person it refers to goes missing. You may want to make several copies which can be kept safe by neighbours or relatives. If you are concerned about the whereabouts of your friend/relative, then you **MUST** call the police on **999**.

This form is designed to be completed by a friend/family member/neighbour.

Part 1 (to be completed when it has been identified the individual is at risk of going missing)

Full Name (of person at risk):

Preferred Name:

Date of Birth:

Age:

Ethnic Group

Current Address:

Post Code:

Attach photo here

It may also be helpful if you have an electronic photo also, so it can be emailed to the Police. We can then send a copy to our front line staff on their mobile phones

1
Previous Address 2
3

1
Previous Employment 2
Details and Addresses 3

1
Places of interest or significance (old school, favourite walk, cemetery, etc.) 2
3



HERBERT PROTOCOL VULNERABLE PERSON PROFILE



Habits:

Hobbies:

General Description:

Hair colour, height,

Weight, glasses

Distinguishing Features:

scars, tattoos

Medication:

Has the person got a mobile
phone?

YES
NO

What is the number?

Previous places found:

Weekly habits & routines – what regularly happens? Someone visits? Daily or weekly shop?

| | MORNING | AFTERNOON | EVENING |
|-----------|---------|-----------|---------|
| MONDAY | | | |
| TUESDAY | | | |
| WEDNESDAY | | | |
| THURSDAY | | | |
| FRIDAY | | | |
| SATURDAY | | | |
| SUNDAY | | | |



HERBERT PROTOCOL VULNERABLE PERSON PROFILE



Any other relevant information?

Completed in advance by:

Relationship:

Contact Numbers:

Date:



HERBERT PROTOCOL VULNERABLE PERSON PROFILE



Part 2 (to be completed when the person has been reported as missing)

Description of what the person was last seen wearing. Include colour, brands, labels:

Shirt/Sweater:

Trousers/Skirt/Dress:

Outerwear, coat/jacket:

Headwear:

Gloves:

Scarf:

Footwear:

Jewellery, watch, rings:

Glasses:

Other:

Has the person got any money with them? YES / NO How much?

How independent and mobile is the person at the time of going missing?

Any other relevant information:

PLACE LAST SEEN

DATE & TIME LAST SEEN

Risk Factors (X) ☐ Suicidal ☐ Depressed ☐ Confused ☐ Alcohol ☐ Drugs
☐ Violent ☐ Other (describe)

Media Release? YES / NO

Completed on incident date by:

Relationship:

Contact Numbers:

Date: