**Herbert Protocol**

The Herbert Protocol is a national scheme introduced by the police in partnership with other agencies to encourage carers to compile useful information which can be used to help locate a vulnerable adult if they go missing. The initiative is named after George Herbert, a war veteran of the Normandy landings, who lived with dementia but sadly passed away whilst missing.

**What is the Herbert Protocol?**

The Herbert Protocol is a simple tool to be used in the event of a vulnerable adult with care and support needs going missing. It consists of a form on which family members, friends and carers can complete all relevant details which should then be retained by them safely and securely, but can be made readily available to the police in the event of a missing episode. The form should be kept with a recent photograph and records all vital details, such as the person`s physical description; any medical conditions; their mobile `phone number; places they`ve been previously located or are likely to visit; friends` / contacts` details; relevant historic information etc.

The Protocol is not intended to replace existing safeguarding and security measures.

**Who decides who is at risk?**

The judgement should be based on your knowledge of the individual concerned.

**Who completes the form?**

Anyone who has care of the person or knows them well can complete the form. The person subject of the Protocol may also wish to be involved. If you are a care provider, please seek permission from the person at risk or their next of kin.

The form should be regularly updated, so that all the information is as relevant as possible.

**When should the form be sent to the police?**

The police only need the form at the point the person is reported missing.

**Where should the form be stored?**

Keep the form safely where it can be located quickly and at any time of day or night if the person concerned goes missing.

Please make sure other relatives, friends, carers and staff / neighbours if appropriate know where it is stored, and that the person it refers to is part of the Herbert Protocol. (You might decide to make several copies to be held by different people, but each will need to be stored securely as it contains personal and sensitive information about the vulnerable person involved).

**Printed or electronic form?**

You can complete and store the form electronically, or download a paper copy. A paper copy will need to be handed to the police officer who attends to take the missing person's report.