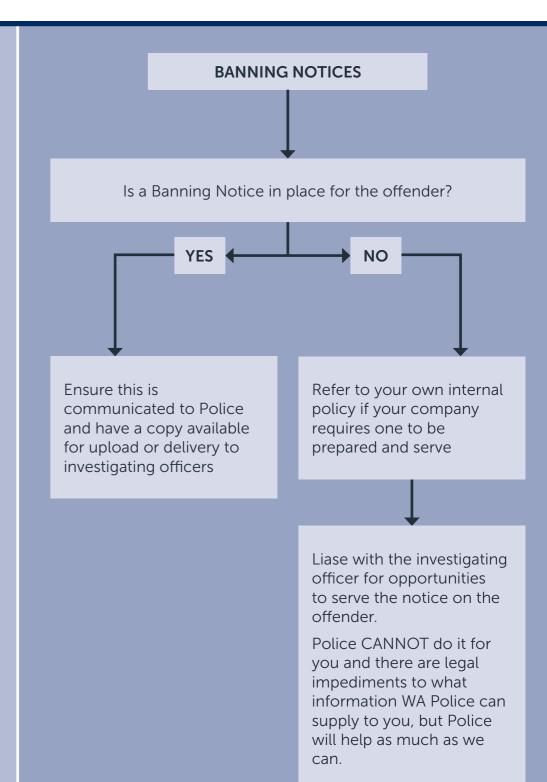


circumstances text box.

## WESTERN AUSTRALIA POLICE FORCE RETAIL THEFT REPORTING PROCESS

## IS THIS INCIDENT AN EMERGENCY? YES **4** NO Has any person been Call '000' for assaulted or injured before, priority Police during or after the theft? attendance Was a weapon sighted or used during the incident? NO YES 4 Are there multiple incidents Call 131 444 for to report linked to the Police attendance same suspect(s)? YES 4 NO Report online using Report online using Police Direct - report Police Direct - report stolen/damaged property. stolen/damaged property Enter details of the highest value theft as the call Police Assitance principal offence and then Centre on 131 444 include time, date, stolen item(s) and value of other linked offences in the

## ONCE REPORTED WHAT DO I DO NEXT? If it is an emergency, consider the safety of yourself, your colleagues and any other person present and take direction from the PAC operator and attending officers. If Police are attending and assaults have occurred, ensure the victim(s) are cared for and medical assistance has been requested if required. Prepare the CCTV footage of the incident for uploading. We will supply you with a link. • If the stolen items are known, make a transaction receipt which includes the time, date, items, quantity and total value. • Attending Police will assess the incident and may ask for further information. We want to identify and arrest offenders as soon as we can, so preparing the information greatly assists the attending officers. 1. Download the Retail Theft Reporting Pack and prepare a draft statement - DO NOT SIGN until requested by



2. Have a copy of your business certificate available.

3. Complete the Reporting Pack cover sheet and

checklist.