# Procedures of Handling Robbery Cases

## Report

- You may report to any police officer in person or visit any of our police stations.
- You may phone up any police station – report room.
- In case of an emergency, please dial 999.

## At the Scene

- If you feel sick or are injured, medical attention will be arranged immediately.
- Uniformed Branch Officers will arrive at the scene promptly followed by detectives if necessary.
- You should try to recollect any useful information and pass it on to the police immediately, such as value and identifiable marks of the stolen property, appearance of suspect(s), any weapons used or suspect's escape route.
- Scene of crime experts may attend the scene, collect fingerprints, take photographs and obtain forensic evidence and DNA swabs if necessary. Remember not to disturb any evidence before the arrival of police officers.

## Follow-up Enquiries

- You and other witnesses will be invited back to the police station for further enquiries, such as statement taking.
- You may be invited to assist in composing a drawing of the suspect or in viewing photographs of suspects if necessary.
- The identifiable stolen property will be put on the police stolen property index.
- Contact will be maintained with you and if you have any fresh information, do not hesitate to inform the investigation officers. (Contact telephone numbers are available)

## Arrest of Suspect

- If an arrest is made, if you have seen the suspect you may be requested to attend an identification parade (A one-way viewer identification parade room can be used if required).
- You may have to identify your property, if it is subsequently recovered.
- In case of prosecution, you may have to attend court and give evidence.
- You will be notified about the case result or progress of the investigation in due course.

## Useful Information

- Pamphlets on the Criminal and Law Enforcement Injuries Compensation Scheme or the Victim's Charter are available in the report room. You are welcome to take copies.