*This document provides guidelines for dealing with hostage-taking and kidnapping.*

**If you are an unseen witness to a kidnapping:**

* Do not intervene.
* Attempt to seal off the area and prevent others from walking into the situation.
* Record all other observations (e.g., the number of people involved in the incident and their condition, etc.).
* Call 911 and provide as much detail to the dispatcher.

**If you suspect you may be or are being kidnapped or taken hostage:**

* Stay alert to suspicious activities such as illegally parked cars, vehicles that move with you, erratic driving, flashing of lights between cars, people that follow you, etc.
* If you are in your car and can get to a police station, do so. Alternatively, drive to a populated spot and begin sounding your horn to attract attention.

**If you are kidnapped or taken hostage:**

* Avoid drastic action. Try to maintain a slow, calm pace.
* Do not become argumentative or hostile.
* If it is necessary to speak, ask for permission first, maintain eye contact but do not stare.
* Don’t talk down to your captor - treat them with respect.
* If medication, first aid, or restroom privileges are needed, calmly say so and ask politely for their permission.
* Be observant so that you can provide details to the authorities after the event is concluded.
* If in a confined space, stay mentally alert and calm. Try to visualize where you are or are being taken.
* Listen to your fellow hostages. Attempt to get them to talk about themselves but let them volunteer information - do not be seen as probing for information.
* Understand that the captors may abuse you, lie to you, or attempt to brainwash you. They may tell you that you have been abandoned – this will not be true. They may make you the target of their anger and hatred. Expect this and keep your belief in the future and eventual rescue.
* Try to maintain order in yourself and your surroundings.

Remember that help will arrive. You are on the minds of hundreds of people who will not forget you or give up looking for you.