



District Incident Reporting Form

Instructions: Please fill out this form as completely as possible. An incomplete form will only waste time and slow down action. Under "Incident" place a check next to the description which most closely represents what happened. Then, write a brief description of the incident, giving as many details as you can. Lastly, fax or call this report into the appropriate PRIDE committee chair person listed below. They will be responsible for recording the incident and for following up with the appropriate agency.

Date: _____ Location: _____

Incident

- | | | |
|---------------------------------------|---|--|
| <input type="checkbox"/> Homicide | <input type="checkbox"/> Theft / Person | <input type="checkbox"/> Commercial Burglary |
| <input type="checkbox"/> Rape | <input type="checkbox"/> Robbery | <input type="checkbox"/> Graffiti |
| <input type="checkbox"/> Theft / Auto | <input type="checkbox"/> Assault | <input type="checkbox"/> Dumping |
| <input type="checkbox"/> Theft / Tags | <input type="checkbox"/> Residential Burglary | <input type="checkbox"/> Other |

Description: _____

If You Witness An Incident In Progress, Call 911

Please include a complaint # and name of the agency representative that you called so that PRIDE may track the progress of the complaint and ensure accountability. Also, you may include your phone # so that PRIDE can contact you about the incident.

Complaint #: _____ Representative: _____

Your Contact Information: _____

Please Fax or Call the completed form into the appropriate PRIDE Committee Chair upon completion:

Clean: Steve Kress..... 1.800.344.7010

Security Chair: David Hoppel..... 215.533-5100 ext.2298

Fax: 215.533.8907

No matter how small the incident may seem, it must be *recorded & reported*. Recording allows PRIDE to establish accountability for incidents, each month and year. This information is invaluable. If it doesn't get reported, nothing gets done. Become a part of the solution!

Remember: Record and Report

Eyes and Ears!



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How To Report An Incident

Please report **any** incidence of crime or cleanliness issues that you observe within the PRIDE district. Provide a description of the type of incident, the date and time, the number of people involved, and any identifying characteristics such as make, model, and license plate number of vehicles, or a description of suspects. Be as descriptive as possible and give the age, race, sex, clothing, and anything else you may notice. The better the description, the better the chances of catching the criminal.

Depending on the type of incident, call the appropriate agency at the numbers below and give a detailed description. Then fax the completed incident report form to the appropriate committee chair.

- **For serious crime** such as robbery, auto theft, assault or another emergency, Safely call Philadelphia Police..... **911**
- **For the criminal intelligence unit citizen tip line** call **215.685.1137**. You can report any crime here and the call and report will be completely confidential. It is also possible to call anonymously but it may hinder the officer's investigation if there is no contact information.
- **For a public nuisance** that is not an emergency, call to report a role call complaint at **215.686-5819**
- If you see someone **dumping**, call **911** and give the tag number, make, model, and color of vehicle. To report dumpsites call the neighborhood services unit of the Philadelphia Police at **215.685.3097**.
- To report an **abandoned car** call **215.683.2277** or file a form online at http://www.ppdonline.org/rpts/rpts_abanauto.php
- To report **graffiti**, call the Anti-Graffiti Network at **215.686.0000**
- For **PRIDE district cleaning**, call Randy Hofer at Impact Services at **215.423.2944 x110**
- For the local police contact in PRIDE, call Officer Tina Willis at 215.685.9963/9969 or fax at 215.685.9966 or email at officert.willis@yahoo.com
- For **general questions**, call **Sandi King, UII/Manufacturing Alliance** at **215.683.2034**