

Vandalism Response Plan

Follow this plan in case of vandalism of any scale.



Cemetery Representative:

Lead coordinator:

Lead coordinator 2:

Police liaison:

Police liaison 2:

Media & Public liaison:

Media & Public liaison 2:

Condition Report Location:

Response Kit Location:

Police Contact:

Action

1. Contact the police immediately.

Be prepared to tell them everything you can about the event.

2. Safeguard the scene to protect people and evidence.

If it will be a long time until the police visit, then you may want to take photos of evidence that could be damaged.

3. Let law enforcement know about cemetery laws.

Do this during the initial investigation and then inform the District Attorney as well. Include information about ORS 166.076 - Abuse of a memorial to the dead. This law includes a provision for restitution to historic cemeteries.



Following the initial investigation, when you have permission to work in the area...

4. File a victim's report with the police.

List information that should be included. Attach a copy of the report form if possible.

5. Compile specific information about the damage.

6. Flag the damage.

7. Take photographs of the damage.

8. Gather cost estimates for repair using preservation methods.

Share these with police and the District Attorney. List potential contractors.

9. Post signs and tape off areas that are dangerous or at risk of further damage.

Signs let people know what happened and that work will take place. Include contact information in case those that see the signs want to assist. Ask people to leave everything in place.

10. Let the media know. Plan a media message here.

11. Save all damaged and broken pieces including the small bits.

Take a picture of the pieces in place. If the pieces are small, collect them so they don't get moved or stolen. Place the pieces on a sturdy board, put together as best they can be. Then move the pieces to a protected location for later repair.



12. Remove paint quickly.

Attach marker cleaning information to this worksheet for reference.

13. Check in with law enforcement and the District Attorney regularly.

14. Update the media with new information.

If suspects are apprehended...This does happen!

15. Be prepared to work with the District Attorney through the prosecution.

16. Discuss and know your stance on what community service in the cemetery should be completed by the vandals.

17. Connect with the Community.

Expand the positive impact of the event by engaging the community in activities to address the issue. Ideas:

Set up a way for people to deal with the emotional impact of the event. Ideas:

Once repairs are complete...

18. Alert the media one last time.

19. Thank those who helped.



20. Review your plan and make any necessary changes.

