	LOST2	
Co-funded by the European Union		**L ST₂**

Title of the Unit:	**U4 – Data collection and analysis**
Description:	**This unit outlines the learning outcomes related to data collection and analysis. It includes risk assessment, and information evaluation, data protection, ethical standards, and legal frameworks.**
EQF/NQF Level:	**5**

<table>
<tr><th colspan="4">Learning Outcomes</th></tr>
<tr><td rowspan="2">LOST2 U-4: Data collection and analysis</td><td rowspan="2">Training Module Code</td><td colspan="2"></td></tr>
<tr><td>Knowledge</td><td>Skills</td></tr>
<tr><td rowspan="2">4.1: Data Collection and risk assessment</td><td rowspan="2">M4</td><td colspan="2">Is able to ensure and maintain utmost discretion and confidentiality while coordinating and conducting thorough investigative activities. This includes interviews and analysis of personal, familial, and digital aspects, to build an informed initial assessment of the disappearance, in compliance with current regulations and mandated responsibilities, ensuring privacy and minimizing anxiety or stress to those involved, per explicit familial authorization.</td></tr>
<tr><td>Has comprehensive and updated knowledge of the assumptions of disappearance: strategy, environment, system of relationships</td><td>Manages and selects the initial information useful for the profile of the missing person</td></tr>
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		Has comprehensive knowledge of the constitutive elements of the disappearance: personal characteristics, the context of work and life, the warning system	Is able to choose the right techniques to approach people who are living personal critical moments
		Has comprehensive knowledge of the different reasons for the disappearance and the type of disappearance: voluntary, involuntary and forced one.	Builds an initial assessment of the type of disappearance (e.g.: voluntary, involuntary, forced)
4.2: Management and data analysis	M4	Apply comprehensive knowledge of missing person profiles, advanced investigation techniques, and context analysis methods to conduct thorough and effective missing person investigations	
		Has comprehensive and updates knowledge about Missing profile elements	Knows how to conduct an Investigation, research and inspection techniques
		Has extensive knowledge of the systems of integration and environmental interaction in situations of missing persons	Is widely aware of the techniques for the Analysis of the contexts and places
4.3: Data Protection	M4	Manages and collects essential information for tracing a missing person while adhering to privacy laws and non-invasive techniques	
		Has extensive knowledge of the current legislation on privacy, the dissemination of images and private information	Uses relevant non-invasive techniques to consult the electronic devices

		Has comprehensive knowledge of the different regulatory elements for the management of documents, images and electronic devices related to the disappearance of people	Knows how to manage findings, documents, images and electronic devices: identification, custody, consultation, manipulation
		Has comprehensive knowledge about Privacy Policies Has comprehensive knowledge about the informed consent rules	Has specialized and practical knowledge about the techniques of social consultation, chats, web navigation paths, communication tools, etc.dy, consultation, manipulation
4.4: Interpersonal communication and community involvement	M4	Is able to examine the opportunities to involve the expert professionals in specific fields (psychologists, local experts, cinephile units, etc.)	
		Has extensive knowledge about the elements of interpersonal communication in critical contexts	Applies techniques to define the priority for the involvement of subjects such as the family members, colleagues, friends, etc.
4.5: Psychological techniques, profiling and relationship system	M4	Effectively collaborates with family, social contacts, and psychological experts to gather and organize information crucial for psychological analysis, while fostering positive relationships and maintaining confidentiality and respect for professional roles.	
		Express knowledge of standard tools and psychological methods, including MAPI and psychological autopsy, to conduct in-depth psychological investigations.	Utilize appropriate structures and forms to organize collected information, employ relevant interpersonal communication techniques, manage and mediate relationships in critical situations, and apply context analysis techniques.

	M4	Aggregate and analyse information from various sources to continuously update and refine hypotheses and research strategies, ensuring all data is utilized for effective management of the disappearance case	
4.6 Gathered information *sum up* and evaluation		Has comprehensive knowledge of the type of information sources available in the first phase and in progress	Uses relevant and updated techniques and procedures for the consulting of databases and other official and non-official sources of information
		Has comprehensive and updated knowledge about the rules, procedures and limits for the access of the information on missing persons cases Has wide knowledge of the typology of different specialties and professionals to be activated in cases of missing people	Utilize relevant techniques for aggregating and synthesizing acquired information, writing reports, and identifying and involving specialist professionals using documentary-based methods
4.7 Institutional communication	M4	Effectively manage institutional relationships, provide valuable data for investigations, and maintain focus on the case, while respecting regulations and collaborating with law enforcement and judicial authorities	
		Possess comprehensive and updated knowledge about the action limits of individuals and associations in the search for missing people, the procedures for information access, and the procedural elements of police and judiciary to support continued investigations.	Utilize and apply relevant interpersonal communication techniques, manage procedures related to institutions and police forces, understand regulatory elements concerning expert functions in criminal prosecution or judicial proceedings, and use techniques for drafting information summaries
		Elements of management of the witness in the investigative and judicial process	Uses and manage involvement and persuasion techniques

	M4	Synthesize relevant information on the missing person's history and lifestyle, identify useful contacts, and explore further fields of investigation, maintaining transparency with institutions
4.8 Ethics and legal framework		Possess comprehensive and updated knowledge of professional ethics, national and international regulatory frameworks, operational protocols, and institutional report typologies and formats	Manage procedures for institutional relationships, coordinate operating procedures with institutions and associations, utilize relevant methodologies for managing research procedures of dossiers and information at institutional bodies, and select and synthesize techniques to identify further fields of investigation.
	M4	Organize and classify collected data to assign or contribute to the assignment of a classification to the missing, utilizing national and European standards and considering the level of risk
4.9 Missing Children		Possess comprehensive knowledge of regulatory systems, national and international classification standards, criteria and methodologies for classification, and updated databases concerning missing persons, with a specific focus on the disappearance of minors.	Utilize relevant comparison techniques on collected information against classification standards at national, European, and international levels; apply legitimation methodologies for assigned classifications; manage and coordinate procedures for classification recognition; use techniques to identify reasons behind disappearances; coordinate specialist competences to determine disappearance reasons, and promote the application of best practices recommended at European and international levels for searching missing children