



MUFON INTERNATIONAL

Case Investigation Protocol

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The Mutual UFO Network, Inc.**

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Case Investigation Protocol

This Investigation Protocol is the minimum effort and case investigation which an Investigator employs to successfully complete a MUFON International case investigation.

MUFON encourages a complete investigation on every case assigned to an Investigator (whether from the CMS or other source). Due to the limitations sometimes placed on MUFON Staff because of time, fuel costs and other factors, a brief outline of expected efficient investigation activity and effort is outlined in this Protocol.

MUFON does not want the Case Management System (CMS), containing only the Witness' initial report data, to be used or viewed as the "complete investigation." The CMS is a data repository, and the initial information included in the CMS data from a Witness is just that; initial data. This initial data must be verified, and data added where necessary to produce a complete and accurate final report. Vallee Definitions and the Ballister-Guasp (BSG) Program are essential elements to every case investigation. The calculation of "object diameter" is very helpful where necessary information is known (the formula is included in the current Field Investigator's Manual beginning on page 225). These elements generally cannot be obtained from just the "raw" data provided by the Witness in his/her initial report in the CMS. Some personal contact with the Witness is required to determine the validity of the Witness and the reported data.

In cases where the Witness will not participate in the investigation, then a "best guess" on the part of the Investigator should be employed based on information provided by the Witness in his/her initial report to the CMS. The Ballister-Guasp Program must also be applied (BSG appears at the very beginning of the CMS in the "EDIT" mode). Using only Witness-provided preliminary report data from the CMS as the sole source of data in the investigation is not something MUFON desires for serious case research. It should only be used when necessary, and in good conscience. It should be applied as a last-resort decision to "Complete" the assigned case after every Witness contact attempt has failed.

Questions regarding special cases, general questions and training on the CMS should be directed to Chuck Reeve, the Director of Investigations by email wizard@telis.org or telephone ~ (530) 582-8339).

The Case Investigation Protocols on the following pages are based on the Vallee Classification Definitions (as found beginning on page 210 of the Field Investigator's Manual).

TO BE USED WITH THE NEW FIELD INVESTIGATORS MANUAL (USE NOW WITH YOUR PRESENT REPORTING METHOD)

Category 1: Investigations: "Standard Platform" is optional, "Personal interview" optional.
Certain requirements including telephone interview and completed Form 1.
The State Director may use the full investigation when desired.

- **Category 2:** "Standard Platform" is required due to the nature of the event. "Personal Interview" optional. Certain requirements including telephone interview and completed Forms.
- **Category 3:** The appropriate "Platform" and personal interview required.
Certain requirements including telephone interview and completed Forms

Note: The new Field Investigators Manual is not yet available. Forms 11 (page 1 and 2) and 12 are not yet available

Investigation Protocol

CATEGORY 1

- ANOMALY AN-1
- FLY-BY FB-1
- MANEUVER MA-1

In a Category 1 event, *The “Standard” Platform is optional, “Personal interview” optional, Telephone call and General Form 1 is required. General Form 1 asks for a Narrative, a Drawing, a Map and asks the witness to answer many questions of research interest.*

- 1: A telephone call (or personal interview) is always required to listen to the Witness and hear any voice inflections to help ascertain the truthfulness of the Witness, and
 - 2: Send MUFON Form 1 (all pages) to the Witness. Form 1 requires a Witness signature. All pages of Form 1 will provide additional information on the case, and the Witness’ signature implies truthfulness. Any additional MUFON Form(s) should be utilized as required, and
 - 3: When the report is completed, the Form 1 (and any other forms utilized in the investigation) should be faxed to MUFON Headquarters (refer to the attachment).
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CATEGORY 2

- ANOMALY AN-2
- FLY-BY FB-2
- MANEUVER MA-2
- CLOSE ENCOUNTER CE-1

In a Category 2 event, *The “Standard” Platform is required due to “Physical Effects” (“Personal interview” optional, Telephone call and appropriate Forms required)*

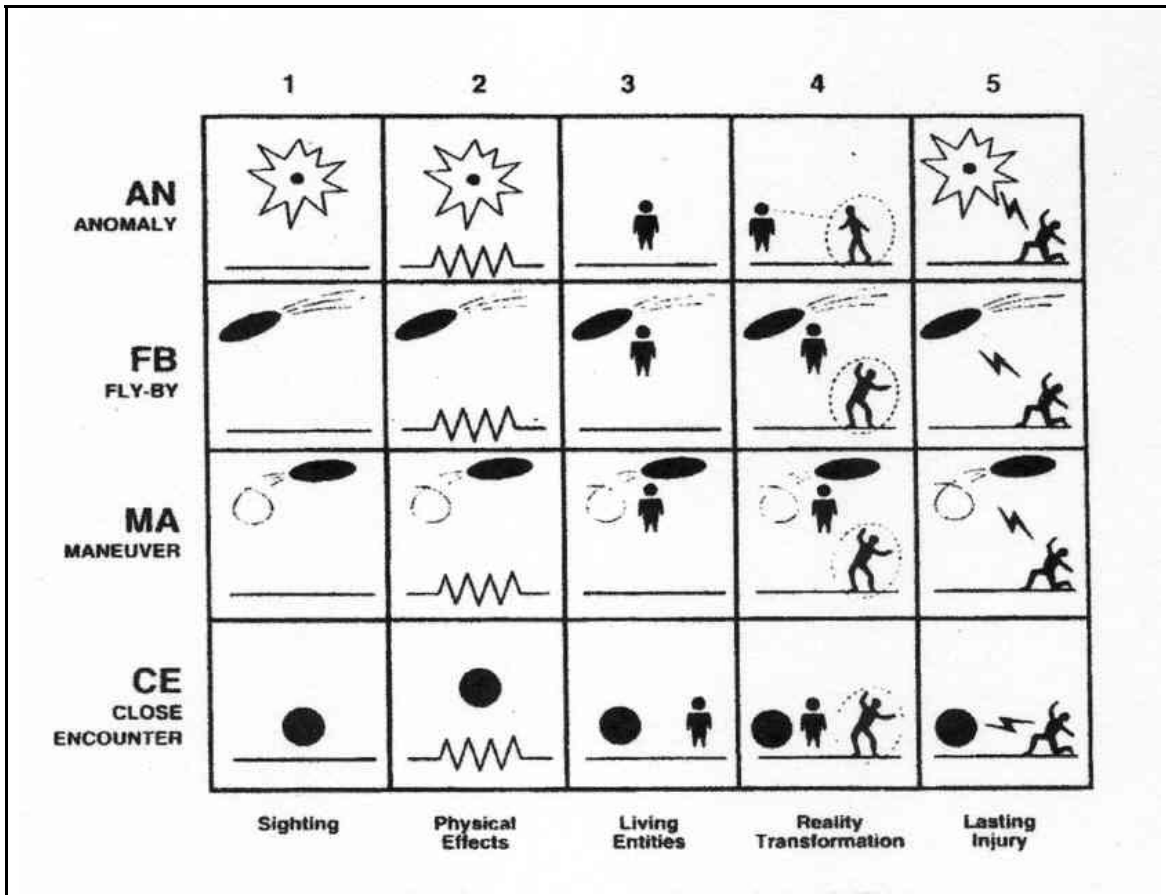
- 1: A telephone call (or personal interview) is always required to listen to the Witness and hear any voice inflections to help ascertain the truthfulness of the Witness, and
 - 2: Send MUFON Form 1 (all pages) to the Witness. Form 1 requires a Witness signature. Pages should include a full narrative, a sketch, Map, and additional information on the sighting event by the witness. In addition, MUFON Form 5 (Psychological / Physiological Effects) should be sent to the Witness along with any other Forms pertinent to the reported event, and
 - 3: When the report is completed, the Forms 1 and 5 (and any other forms utilized in the investigation) should be faxed to MUFON Headquarters (refer to the attachment).
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CATEGORY 3

- ANOMALY AN-3, 4, 5
- FLY-BY FB-3, 4, 5
- MANEUVER MA-3, 4, 5
- CLOSE ENCOUNTER CE-2, 3, 4, 5

In a Category 3 event, *The appropriate “Platform” is required; e.g., Standard, Abduction, Cattle Mutilation or Crop Circle.*

- 1: These cases must include telephone communications, a person-to-person interview, an on-site interview, and completion of Form 1 and all other forms applicable to the investigation. If a personal interview or on-site investigation is not possible, then all appropriate forms must be sent to the Witness, returned to the Investigator and transmitted to MUFON Headquarters, or
 - 2: In cases where the Witness is reluctant to provide an address and phone number, then an email investigation should be conducted only as a “last-resort” solution.
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The Vallee Classification System Referred To In This Protocol

Fax Cover Sheet

To: MUFON International (Fax Number: (866) 466-9173)

From (Name): _____

MUFON Chapter: _____

Date: _____ CMS Log: _____

Witness Name: _____

Forms Sent (check as applicable)

Entire Report Which Includes the Following Forms and Texts Noted Below,
or

The Following Forms and Text Only As Noted Below

- Form 1 - General Case Form (2 pages)
- Form 3 - Electrical / Magnetic Effects Case Form
- Form 4 - Animal Effects Case Form
- Form 5 - Psychological / Physiological Case Form
- Form 6 - Landing / Traces / Artifacts Case Form
- Form 7, 7A - Entities Case Form
- Form 8, 8A - Photographic Case Form
- Form 9 - Radar Case Form
- Form 10 - Residual Radiation Case Form
- Form 11 - Cattle Mutilation Case Form (2 pages)
- Form 12 - Crop Circle Case Form

Witness Report Narrative Number of Pages: _____

Maps, Charts Number of Pages: _____

Photographs / Drawings / Renditions Number of Pages: _____

Other: _____ Number of Pages: _____

Notes, Comments:

Investigator: _____ Phone Number: (____) _____

Send original Documents, Renditions, Drawings, etc. by toll free fax to 1 (866) 466-9173 (when this is done, they arrive as Adobe PDF files at MUFON Headquarters, and are then attached to your case file)