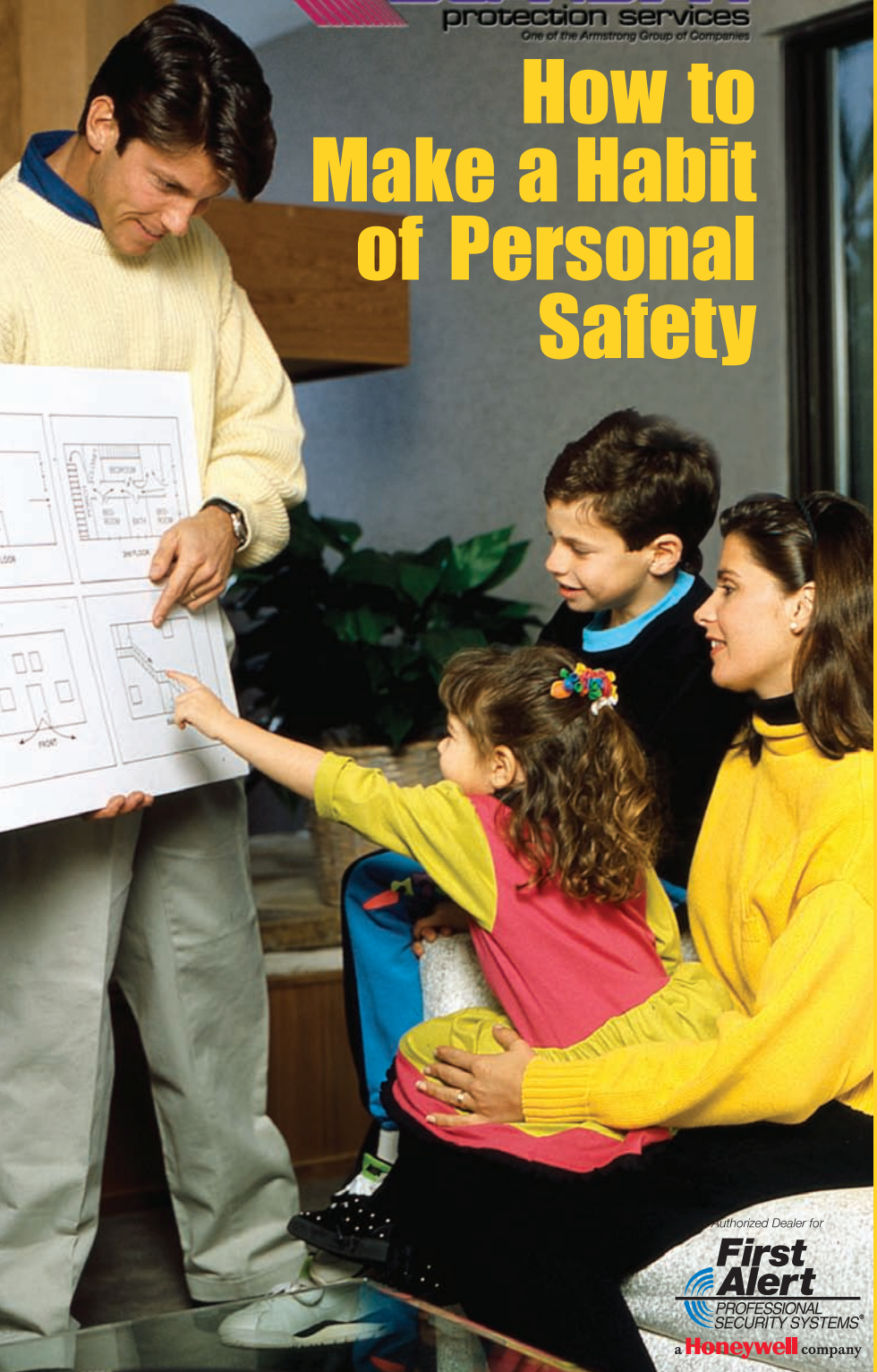


How to Make a Habit of Personal Safety



Authorized Dealer for

**First
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PROFESSIONAL
SECURITY SYSTEMS®
a **Honeywell** company

ABOUT FIRST ALERT PROFESSIONAL

In today's world, personal safety can never be taken for granted. New forms of crime and violence seem to appear every day. Criminals are bolder and have less regard for their victims than ever before. Places that once seemed safe are no longer immune from danger. And fire can strike any place, at any time.

First Alert Professional™ is providing this booklet to help educate families about safety issues. First Alert Professional manufactures electronic security systems and fire detection systems that help protect homes and businesses against burglary and fire. They are available only through authorized

dealers who have earned the right to join the First Alert Professional network because of their expertise and superior customer service.

First Alert Professional is a Honeywell company, the world's largest manufacturer of security and fire detection equipment.

You can significantly reduce the probability that your family will be victimized by fire or burglary. Ask your First Alert Professional dealer to conduct a free evaluation of your needs.

Most importantly, your authorized dealer will become your partner in security, and will be committed to helping ensure your family's safety.

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ABOUT THIS BOOKLET

At First Alert Professional, our commitment is to promote personal safety for every person all of the time. In today's world, safety should never be taken for granted.

What is the difference between becoming a victim of a burglary, assault or theft and not becoming one?

The answer does not lie in any single action or device. Instead, personal safety is best assured by practicing the tips in this booklet, thinking in advance about how you'd handle situations, and developing good safety habits by every member of your family. These should be no different than other habits, like setting the alarm clock, eating breakfast, and brushing your teeth.

The biggest advantage of a habit is that you really don't have to think much about it after you develop it.

It becomes automatic. And it doesn't seem like a special effort.

In this booklet, First Alert Professional will present over 150 tips designed to help ensure the personal safety of your entire family. They are aimed at helping you protect yourselves from fire, burglary, assault and theft. Not just at home, but in the car, in parking lots, on campus, away on vacation and in other situations.

After you and your family have read them, make a specific effort to integrate the recommendations into your daily routine. Develop a "security instinct" that will alert you to potential risks before you expose yourself. Don't put yourself in situations that invite being victimized.

Once you and your family have made a habit of security, it will become a vital and normal part of your daily routine.

MAKE A HABIT OF PERSONAL SAFETY

It would be difficult for anyone to remember and abide by all of these tips all of the time. Some will prove impractical or impossible in certain situations. Others may seem quite obvious.

It is more important that you use these tips to develop an

awareness and an instinct for what is safe behavior and what is not. Most often you can avoid being victimized simply by not presenting opportunity. Make safety a habit so that it will not require any special effort and will allow you to enjoy life the way you wish.

The information contained in this booklet is presented only for your consideration and use in certain particular situations.



BURGLARY PREVENTION

A home burglary occurs every 12 seconds in the U.S. The losses and strong feelings of violation and vulnerability that follow can be devastating.

By taking preventive steps and developing habits that make your home an uninviting target for burglars, you can sharply reduce your risk:

- ⇨ Have sturdy locks, and use them.
- ⇨ Store your tools and ladders securely when they're not in use.
- ⇨ Trim shrubs back to avoid giving burglars cover. Trim tree branches so that there's no access to upper windows and so that lower branches don't offer hiding places.
- ⇨ Keep porches and entrances well lighted. Other entrance ways, drive-ways, garages and alleys should be well lighted. Check bulbs regularly.
- ⇨ Keep garages and sheds closed and locked at all times with strong locks. They offer excellent cover for a burglar to break into the house.
- ⇨ Consider installing automatic lights that turn on at specific times, when it is dark out (photosensitive) or when there is movement in the vicinity (infrared).
- ⇨ Never carry identification tags on your keys.
- ⇨ Do not hide "spare" household keys outside.

⇨ Always have locks re-keyed or changed when moving into a new location.

⇨ Keep daily routines confidential.

⇨ Do not put valuables where they are easily visible from a window or door.



⇨ When advertising valuable items for sale, give only your phone number, not your street address.

⇨ Tell the salesperson at the newspaper not to mention your address in announcements.

⇨ Do not let strangers into your home to use the phone. Offer to make the call on their behalf.

⇨ Do not leave doors unlocked while working in the yard. A burglar can gain easy access to your home and be in and out in just a couple of minutes. Surprising a burglar upon re-entering could result in violence. If you have an alarm system, keep it armed while you are in the yard.

⇒ Be aware that wrong numbers or telephone surveys may be used by burglars to “case” your home.

⇒ On the day of a major family event that is widely known, like a funeral or wedding, someone should always remain in your home.

⇒ Mark your driver's license number on valuable possessions. Ask local police about operation I.D.

⇒ Keep a list of appliances and valuables, with serial numbers, purchase dates and prices, in a safe deposit box.



⇒ Put the lights, TV and stereo on timers, not just when away on vacation. Make it routine to check that they are switched “ON.”

⇒ Do not leave boxes from televisions, stereos, etc., outside. Break them apart and turn them inside out for removal.

⇒ It is recommended that you **not** keep firearms for protection. Hundreds of children are killed in handgun accidents each year. If you are confronted by an intruder, your first choice should be to flee. If that's not possible, you may be able to throw or strike with heavy or sharp objects.

⇒ Make certain baby-sitters are instructed to take all the same precautions you normally take.

⇒ Have your street number large, legible, and well-lighted for police and fire authorities.



⇒ Consider installing an electronic security system to monitor for burglary, fire, and personal emergency. Ask your First Alert Professional dealer for a free security evaluation of your home.

Securing Entrances and Openings Around the House

⇒ All entry doors including those from basement or garage entrances should be solid core wood that is at least 1-3/4” thick, or metal.

⇒ Install an intercom, wide-angle viewer, or combination intercom and video unit that will allow you to see who is at the door without opening it.

⇒ Doors should fit tightly, with 1/8” maximum clearance. Doors with glass panels should have a break resistant plastic panel or a metal grill.

⇒ Sliding doors require a special lock or wooden strip in the track to block the door from opening.

⇒ Do not install any door hinges on the outside where they can be easily unscrewed.

⇒ Use dead-bolt door locks with a strike plate attached by 3" screws.

⇒ A rim-mounted lock, attached to the door with long screws, when combined with a dead-bolt provides good protection.

⇒ Reinforced locks should be used on all doors.

⇒ Padlocks should be sturdy in construction, the hasp secured with bolts, not screws. Buy only quality locks.

⇒ Use special window key locks for all windows. Make sure they can be easily unlocked in case of fire.

⇒ Air conditioners must be tightly secured so the burglar cannot gain entry by removing them.

⇒ If a package must be signed for, ask the delivery person to slip the receipt under the door to be signed.

⇒ Do not assume that a female stranger at the door presents no threat. Burglars sometimes work in



female-male teams; some burglars are female.

⇒ Verify the identity of all repair workers before they enter your home. Look up the company's number yourself and call.

⇒ People living alone should put either their last name only, or the first initial and last name, on the mailbox and in the phone directory.

⇒ An outgoing message on an answering machine should only announce, "You have reached 555-1234," rather than use the residents' name. It should not say, "We're not home," but instead, "We cannot come to the phone right now." A person living alone should consider using "we" instead of "I."

While Away on Business or Pleasure

⇒ Keep jewelry and other small valuables in a safe deposit box when going away.

⇒ If possible, have a friend or neighbor collect newspapers and mail daily and check on your home. Stopping such services increase the number of people who know you're away.

⇒ Arrange to have your lawn mowed or snow shoveled when you are away.

⇒ Ask neighbors not to tell repair workers or strangers of your absence.

⇒ Advise the police that you will be away and ask if they have a "vacation home check" program

that will put your house on a list for specific surveillance.

⇨ Avoid discussing vacation plans at barber shops, beauty salons, bars and other public places where criminals can overhear you.

⇨ Make it a routine to store garbage cans in the garage or basement when you are away.

⇨ Always double check locks on all windows and doors before you leave.

⇨ Leave shades and blinds in normal positions when you go away.

⇨ Turn the ringers on telephones low so a burglar cannot hear the phones ringing.

⇨ Never leave a note on the door that indicates your absence.



⇨ If vacationing without your car, you may want to leave it in the driveway to make your house look more lived-in.

In The Event of a Break-in

⇨ If your home or apartment appears to have been broken into, do not go inside. Call the police.

⇨ If you hear a burglar at night, stay in bed and pretend to be asleep. Most often, a burglar will want to take valuables and leave unnoticed. If you encounter a prowler, do not fight with him or her unless you are physically threatened. If attacked, use everything at your disposal, including objects, to inflict blows to the windpipe, groin, feet, eyes, etc. Scream throughout. Do whatever is necessary to escape and get help.

Special Care for Children

⇨ Children should be instructed to never go anywhere with strangers, young or old. They should be instructed to never enter a stranger's car under any circumstance, even if the car was supposedly sent by the family to pick up the child.

⇨ Never leave a young child unattended at home or in public.

⇨ Make it a habit to be aware of all of your children's school-related activities and schedules. Know their routes home and instruct them to not deviate from those routes.

⇨ Remind college students in your family to follow the same precautions on campus as elsewhere. Students should ask about personal safety and sexual assault prevention programs.



COULD A THIEF MAKE OFF WITH YOUR CAR?

One vehicle is stolen every 19 seconds in the United States.

Stolen cars, vans trucks and motorcycles cause economic hardship for victims, increase everyone's insurance premiums, and may be used to commit other, violent crimes.

A few common sense steps can help you avoid being a victim of the nation's fastest growing property crime.

Every day cars disappear from:

- malls
- streets
- driveways
- parking lots/garages
- mass transit lots
- car dealerships

Remember – vehicle theft can happen anyplace, anytime. Lock it if you don't want to lose it.

Take Action To Prevent Auto Theft

- ❖ **NEVER** leave your car running when you park it.
- ❖ **NEVER** leave your keys in the ignition or in the car when you leave it.
- ❖ **ALWAYS** roll up your windows and lock the car, even if it's in front of your home.
- ❖ **ALWAYS** park in busy, well lighted areas.
- ❖ **NEVER** leave valuables in plain view, even if your car is locked. Put them in the trunk or at least out of



sight. Purchase stereo components, CBs, or cellular phones that can be removed and stored in a secure place.

❖ **ALWAYS** leave just the ignition key with the attendant, if you park in a commercial garage or lot. Make sure no identifying information is attached. Do the same when you take your car in for repairs.

Remember to....

- ❖ Carry your registration and insurance cards with you. **Don't** leave personal identification documents or credit cards in your vehicle.
- ❖ Copy your tag number and vehicle identification number (VIN) on a card and keep them with your driver's license. If your vehicle is stolen, the police need this information.



voluntarily register their cars with police and allow the police to stop the car during certain hours when they normally would not be driving. All participants display decals in a designated area on their vehicles.

✧ Investigate security systems if you live in a high-theft area or drive a theft-prone automobile. A passive system, which switches on automatically when you leave the car, is preferred to an active system which requires that you set the alarm. Most insurers offer discounts for these systems.

Keep Thieves Away – Use Deterrents

✧ Etch your vehicle identification number (VIN) on your vehicle's windows, doors, fenders, and the trunk lid. Thieves, have to either remove or replace etched parts before selling the car.

✧ Install a mechanical device that locks to the steering wheel, column, or brake to prevent the wheel from being turned more than a few degrees. Commonly called clubs, collars, or j-bars, these devices must be installed properly – and used – to be effective.

✧ Look into partnerships like CAT (Combat Auto Theft) and HEAT (Help Eliminate Auto Theft) in which citizens

✧ In some areas, you can purchase a tracking transmitter that enables the police to track your vehicle if stolen. Check with your First Alert Professional dealer and your local police or sheriff's department.

Spending money on anti-theft devices doesn't help if drivers don't practice the basics – locking the car and taking the keys – and using the anti-theft devices they buy.

Carjacking

Carjacking – stealing a car by force – has captured headlines across the country. Statistically your chances of being a carjacking victim are very slim, and preventive actions can reduce the risk even more.

➤ If the carjacker has a weapon, give up your car with no questions asked. Your life is worth more than a car.

➤ Keep your car doors and windows closed and locked at all times.

➤ Always be alert at gas stations, shopping malls, convenience and grocery stores, and intersections – likely spots for carjackers.

➤ Approach your car with the key in your hand. Look around and inside the car before getting in.

Around Parking Lots and Garages

➤ When parking try to find an uncovered lot that is well lighted, preferably one with security guards. Park as close to the entrance as possible.

➤ Do not park near a van, which can block an assault from the view of others and can hide criminals inside who can pull you into the van.

➤ Look around before getting out of your car to make certain that no one is approaching.

➤ Do not leave packages or mail in the car or valuables such as, cellular phone, CB radio or radar detector, visible.

➤ Carry your handbag close to and in front of you.

➤ When walking, maintain a steady pace. Keep shoulders back, look confident and look people in the face momentarily as you pass.

➤ Do not leave a woman's jacket or other women's clothing readily visi-

ble in the car. This could tell a criminal that a woman is likely to be the driver. Consider leaving something visible, like a magazine, that would probably be seen as masculine.

➤ While in a parking lot, be aware of anyone who might be cutting between cars. Also be suspicious of any car that is passing up parking spaces.

➤ If you think you are being followed, stop and turn to allow the person to pass, or, if you are frightened, head for an area with people and lights.

➤ If there is inappropriate behavior in the vicinity of your car, such as a group of men drinking beer, go to the security office and have them escort you to your car.

➤ From 20 to 30 feet away from your car, look underneath it. As you prepare to enter it, look in the back seat and to the side. Some power doors unlock all locks simultaneously, so lock doors immediately.



In the Event of Assault

⇨ If you are grabbed by an assailant, toss the keys as far as you can. This way, the assailant will typically go for the keys and not force you into the car.

⇨ If you are accosted, yell, "Help, Fire!" This is more likely to draw attention to you.



ELEVATORS

⇨ Avoid stepping into an elevator alone at night, especially if there is a stranger aboard already.

⇨ Stand near the controls in an elevator. If a stranger gets on, press the button for the next floor and get off. If accosted, press the alarm button immediately.

⇨ If by yourself on an elevator, place packages at your feet to keep your hands free to ward off an attack.



TELEPHONE PRECAUTIONS

⇨ Never give out credit card information to anyone who calls you. Some criminals say they are calling to verify a number or expiration date. Never comply. They will use your card number to run up charges.

⇨ When using a telephone calling card at a pay phone, obscure the



keypad from view as you use it, so that criminals cannot see the number you enter.

⇨ If you receive an obscene phone call, remain silent and hang up immediately. Never scream or plead with the caller. Notify the police and the phone company.

⇨ Never give your correct number to a "wrong number" call. Simply verify that the caller has the wrong number.

⇨ If you receive several "wrong number" calls over a short period, notify the police and the phone company. Consider getting the "Caller ID" service that is available in many areas.

See note under BURGLARY PREVENTION regarding outgoing answering machine messages.



STREET SMARTS

TEST YOUR "STREET SMARTS" IQ

Do you:

- Jog or walk always with a friend, and only at times when the streets are reasonably active.
- Carry only essentials in your purse and keep it closed and secured when not immediately in use.
- Keep your mind alert to your surroundings.
- Always lock your car, even though you'll be back in a few minutes.

If you answered "yes" to these questions, congratulations on your street-wise security. If you answered "no," you need to rethink your habits. Read on. Spend a few minutes now to prevent trouble later.

Basic Street Sense

- ⇨ Wherever you are — on the street, in an office building or shopping mall, driving, waiting for a bus or subway — stay alert and tuned in to your surroundings.
- ⇨ Send the message that you're calm, confident, and know where you're going.
- ⇨ Trust your instincts. If something or someone makes you uneasy, get away quickly.
- ⇨ Know the neighborhoods where you live and work. Check locations of police and

fire stations; public telephones; hospitals; restaurants, gas stations, or stores that are open late.

On Foot — Day And Night

- ⇨ Stick to well-lighted, well-traveled streets. Avoid shortcuts through wooded areas, vacant lots, parking lots, or alleys.
- ⇨ Don't flash cash or other tempting targets like jewelry or expensive clothing.
- ⇨ Carry your purse close to your body, not dangling by the straps. Put your wallet in an inside coat or front pants pocket.
- ⇨ Try to use automated teller machines in the daylight. Have your card ready to use.
- ⇨ Don't wear headphones while walking or jogging.



- ⇨ Don't wear shoes or clothing that restrict your movements.
- ⇨ Have your car or house key in hand before you reach the door.
- ⇨ If you think someone is following you, switch direction or cross the street. Walk toward an open store, restaurant, or lighted house. If you're scared, yell for help.
- ⇨ If you have to work late, make sure there are others in the building, and ask someone — a colleague or security guard — to walk you to your car or transit stop.

On Wheels

- ⇨ Make sure there's enough gas to get where you're going and back. Keep a few dollars in the glove box for emergencies.
- ⇨ Keep your car well maintained. Check all strange noises. Keep a flashlight, jumper cables, spare tire, reflector and walking shoes in the car. Joining an auto club is a good idea.
- ⇨ Roll up the windows and lock your car, even if you're coming right back.
- ⇨ Avoid parking in isolated or poorly lighted areas. Be especially alert in lots and enclosed parking garages.
- ⇨ If you think someone is following you, don't head home. Drive to the nearest police or fire station or open business to get help.
- ⇨ Don't pick up hitchhikers. Don't hitchhike yourself.

On Buses And Subways

- ⇨ Use well-lighted, busy stops.

- ⇨ Stay alert! Don't doze or daydream.
- ⇨ If someone harasses you, don't be embarrassed. Loudly say "Leave me alone!" If that doesn't work, hit the emergency device.
- ⇨ Watch who gets off with you. If you feel uneasy, walk directly to a place where there are other people.

If Someone Tries To Rob You

- ⇨ Don't resist. Give up your property, don't give up your life.
- ⇨ Report the crime to the police. Try to describe the attacker accurately. Your actions can help prevent others from being victims.



**TAKE A STAND
AGAINST CRIME**

- ⇨ Report all crimes immediately to police.
- ⇨ Make your neighborhood safer by reporting all broken street lights, cleaning up parks and vacant lots, and lobbying for improved maintenance.
- ⇨ Join a Neighborhood, Apartment, or Office Watch to look out for each other and help the police.
- ⇨ Help out a friend or co-worker who's been a victim of crime. Cook a meal, babysit, find the number for victim services or a crisis hotline. Listen, sympathize, and don't blame.
- ⇨ Report abandoned cars to the local agency that handles their removal.

PLAN AHEAD

Develop and review with your family an escape plan that has a primary and alternative escape route for each member and an outdoor meeting place a safe distance from your home. Ask your First Alert Professional

dealer for a copy of the publication *Your Fire Escape Plan from First Alert Professional*, which is jointly sponsored by The International Association of Fire Chiefs and First Alert Professional.



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