



PERSONAL SECURITY CHECKLIST FOR HOME, BUSINESS, AND VEHICLE

Home

- Do not put your name on the outside of your residence or mailbox.
- Have good outside lighting.
- Control the vegetation to eliminate hiding places.
- Entrances and exits should have:
 - i) Solid door with deadbolt locks
 - ii) One-way peep holes in doors
 - iii) Bars and locks on skylights
- Restrict possession of house keys. Change locks if keys are lost or stolen and when moving into a previously occupied residence.
- Lock all entrances at night, including the garage. Keep house locked, even when you are at home.
- Do not get undressed with the curtains open, even in the day.
- Develop friendly relationships with neighbors.
- Arrange for an unlisted telephone number.
- Don't leave notes on doors.
- Use a timer to turn lights on and off at varying times and locations when gone.
- Leave radio on with a timer when gone.
- Notify police or a trusted neighbor with your absence.
- Do not admit any unexpected delivery or repair personnel. Always check identification.
- Contact your local police to see if they offer free home security audits.

Business

- Install deadbolt locks on office doors leading to hallways and other public areas. Consider installing a buzzer entry door system.
- Managers should issue and control keys, conduct semi-annual inventories, and have locks changed when keys are missing.
- Have offices cleaned during the day.
- Instruct all employees on the operation of the security system.
- Make sure that cleaning personnel do not have access to security alarms or authorization to turn them off.
- Do not allow visitors access to secure areas.
- Do not allow persons visiting one office to have access to other offices or areas.

Moore Protection Inc.

318 Avenue I #819 Redondo Beach, CA 90277

Phone: (310) 540-7229 • Fax: (310) 540-7252 • Email: Inquiries@MooreProtection.net

www.MooreProtection.net

ACO #: 5965

- Immediately report persons who appear unannounced in your work area or who say they opened the wrong door or were looking for another office.
- Do not admit unexpected repair or delivery personnel.
- Check with a reputable security company for information on available equipment and services.
- Contact local law enforcement to see if they offer free business security surveys.

Vehicles

- Do not use vanity plates that identify you by name or business affiliation.
- Do not have your name or title displayed at your office parking space.
- Keep vehicle in good repair.
- Park in a well lit areas.
- Always lock your car, even when you are in it.
- Don't leave it on the street overnight, if possible.
- Never get out without checking for suspicious persons. If in doubt, drive away.
- Leave only the ignition key with the parking attendant.
- Keep your cell phone with you.
- Don't allow entry into the trunk unless you are there to watch.
- Use a remote garage door opener. Enter and exit your vehicle in the security of your garage.
- Before leaving buildings to get into your vehicle, check the surrounding area to determine if there is anything suspicious.
- Before entering vehicles, check for suspicious objects on the seats or floors.
- Vary routes, times of travel and modes of travel so that you do not establish a pattern.
- Avoid isolated roads and dark alleys.
- Know locations of safe havens along routes of routine travel.
- Ride with seatbelts buckled, doors locked and windows closed.
- Do not allow your vehicle to be boxed in- maintain a minimum 8-foot interval between you and the vehicle in front of you. Avoid inner lanes.
- Be alert while driving or riding.
- Know how to react if you suspect you are being followed.
- Circle the block for confirmation that you are being followed.
- Do not stop or take other actions that could lead to confrontation.
- Do not drive home if you think you are being followed.
- Get a description of the car and its occupants.
- Go to the nearest safe haven and call the police.
- Recognize events that could signal the sign of an attack such as:
 - i) Cyclist falling in front of your car
 - ii) Flagman or workman stopping your car

Moore Protection Inc.

318 Avenue I #819 Redondo Beach, CA 90277

Phone: (310) 540-7229 • Fax: (310) 540-7252 • Email: Inquiries@MooreProtection.net

www.MooreProtection.net

ACO #: 5965

- iii) Disabled vehicle/accident victim on the road
- iv) Unusual detours
- v) Motorist advising you of a possible problem with your vehicle

Buses, Trains and Taxis

- Vary your mode of commercial transportation.
- Select busy stops.
- Don't always use the same taxi company.
- Don't let someone you don't know direct you to a specific cab.
- Ensure that the face of the driver and the picture on the license is the same.
- Travel with a companion whenever possible.
- Specify the route you want the cab to take.

Moore Protection Inc.

318 Avenue I #819 Redondo Beach, CA 90277

Phone: (310) 540-7229 • Fax: (310) 540-7252 • Email: Inquiries@MooreProtection.net

www.MooreProtection.net

ACO #: 5965