

SECURITY RECOMMENDATIONS FOR STALKING VICTIMS

Residence Security

1. Be alert for any suspicious persons.
2. Positively identify all callers before opening doors. Install a wide angle viewer in all primary doors.
3. Install a porch light at a height which would discourage removal.
4. Install dead bolts on all outside doors. If you cannot account for all keys, change door locks. Secure spare keys. Place a towel in sliding glass doors and all sliding windows.
5. Keep garage doors locked at all times. Use an electric garage door opener.
6. Install adequate outside lighting.
7. Trim shrubbery. Install locks on fence gates.
8. Keep fuse box locked. Have battery lanterns in residence.
9. Install a loud exterior alarm bell that can be manually activated in more than one location.
10. Maintain an unlisted phone number. Alert household members to unusual and wrong number calls. If such activity continues, notify local law enforcement agency.
11. Any written or telephone threat should be treated as legitimate and must be checked out. Notify the appropriate law enforcement agency.
12. All adult members of the household should be trained in the use of any firearm kept for protection. It should be stored out of reach of children.
13. Household staff should have a security check prior to employment and should be thoroughly briefed on security precautions. Strictly enforce a policy of the staff not discussing family matters or movement with anyone.
14. Be alert for any unusual packages, boxes, or devices on the premises. Do not disturb such objects.
15. Maintain all-purpose fire extinguishers in the residence and the garage. Install a smoke detector system.
16. Tape emergency numbers on all phones.
17. When away from the residence for an evening, place lights and radio on a timer. For extended absences, arrange to have deliveries suspended.

18. Intruders will attempt to enter unlocked doors or windows without causing a disturbance. Keep doors and windows locked.
19. Prepare an evacuation plan. Brief household members on plan procedures. Provide ladders or rope for two-story residences.
20. A family dog is one of the least expensive, but most effective alarm systems.
21. Know the whereabouts of all family members at all times.
22. Children should be accompanied to school or bus stops.
23. Routes taken and time spent walking should be varied.
24. Require identification of all repairmen and salesmen prior to permitting entry into residence.
25. Always park in a secured garage if available.
26. Inform trusted neighbors regarding situation. Provide neighbor with photos or description or suspect and any possible vehicles.
27. Inform trusted neighbors of any anticipated extended vacations, business trips, etc.
28. During vacations, etc., have neighbors pick up mail and newspapers.
29. If residing in an apartment with an on-site manager, provide the manager with a picture of the suspect. If in a secured condominium, provide information to the doormen or valet.

Office Security

1. Central reception should handle visitors and packages.
2. Office staff should be alert for suspicious people, parcels, and packages that do not belong in the area.
3. Establish key and lock control. If keys possessed by terminated employees are not retrieved, change the locks.
4. Park in secured area if at all possible.
5. Have your name removed from any reserved parking area.
6. If there is an on-site security director, make him/her aware of the situation. Provide him/her with suspect information.
7. Have secretary or co-worker screen calls, if necessary.

8. Have a secretary or security personnel screen all incoming personal mail.
9. Be alert to anyone possibly following you from work.
10. Do not accept any package unless you personally ordered an item.

Personal Security

1. Remove home address on personal checks and business cards.
2. Place real property in a trust, and list utilities under the name of the trust.
3. Utilize a private mail box service to receive all personal mail.
4. File for confidential voter status or register to vote utilizing mail box address.
5. Destroy discarded mail.
6. Phone lines can be installed in a location other than the person's residence and call-forwarded to the residence.
7. Place residence rental agreements in another person's name.
8. The person's name should not appear on service or delivery orders to the residence.
9. Do not obtain a mail box with the United States Post Office.
10. Mail box address now becomes the person's official address on all records and in all Rolodexes. It may be necessary or more convenient to list the mail box as "Suite 123" or "Apartment 123" rather than, "Box 123."
11. File a change of address card with the Post Office giving the mail box address as the person's new address. Send postcards to friends, businesses, etc., giving the mail box address and requesting that they remove the old address from their files and Rolodexes.
12. All current creditors should be given a change of address card to the mail box address. Some credit reporting agencies will remove the past addresses from credit histories if a request is made. We recommend this to be done.
13. File a change of address with the DMV to reflect the person's new mail box address. Get a new driver's license with the new address on it.

Vehicle Security

1. Park vehicles in well-lit areas. Do not patronize parking lots where car doors must be left unlocked and keys surrendered; otherwise surrender only the ignition key. Allow items to be

placed in or removed from the trunk only in your presence.

2. When parked in the residence garage, turn the garage light on and lock the vehicle and garage door.
3. Equip the gas tank with a locking gas cap. The hood locking device must be controlled from inside the vehicle.
4. Visually check the front and rear passenger compartments before entering the vehicle.
5. Select a reliable services station for vehicle service.
6. Keep doors locked while vehicle is in use.
7. Be alert for vehicles that appear to be following you.
8. When traveling by vehicle, plan ahead. Know the locations of police stations, fire department and busy shopping centers.
9. Use a different schedule and route of travel each day. If followed, drive to a police station, fire department, or busy shopping center. Sound the horn to attract attention.
10. Do not stop to assist stranded motorists. (Phone in.)

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