

CLOSING THE BUSINESS AT NIGHT

- Remember to turn on interior and exterior lights at closing.
- Leave the cash register open and empty.
- Check the business to make sure that there is no one still left in the building.
- Secure and check all doors, windows and locks before leaving.
- Look outside before walking out. If something doesn't look right report it.
- When walking to your vehicle have your keys in hand and ready to open the vehicle door.

Dear Friends:

Since 1909, the deputies of Palm Beach County have always provided a safe environment for the people who live, work and visit Palm Beach County. The Sheriff's Office is committed to improving awareness, and sharing the fundamentals of crime prevention in order to ensure our community is safe and secure.

The goal of crime prevention is to reduce the risk of becoming a victim. In order to accomplish this effectively, it is important to remove opportunities for a criminal to take advantage of you and your property. You are attempting to prevent either victimization or criminalization by presenting an unattractive target to the criminal. This can be as complex as installing a high tech alarm system and lighting to something as simple as locking your doors.

Crime prevention is using instinct, common sense, and taking action to eliminate or greatly reduce the criminal's opportunity. We all have a personal part to play regarding crime prevention. A large share of the responsibility of reducing criminal opportunity lies with you.

Thank you for working with us to make Palm Beach County a safer place for all its citizens.

Sincerely,

Ric Bradshaw, Sheriff
Palm Beach County



The mission of the Palm Beach County Sheriff's Office Crime Prevention Unit is to help reduce crime in business and residential communities by working together in partnership and through various proactive strategies, techniques, and programs.

EMERGENCY - DIAL 911

Non-Emergency Numbers:

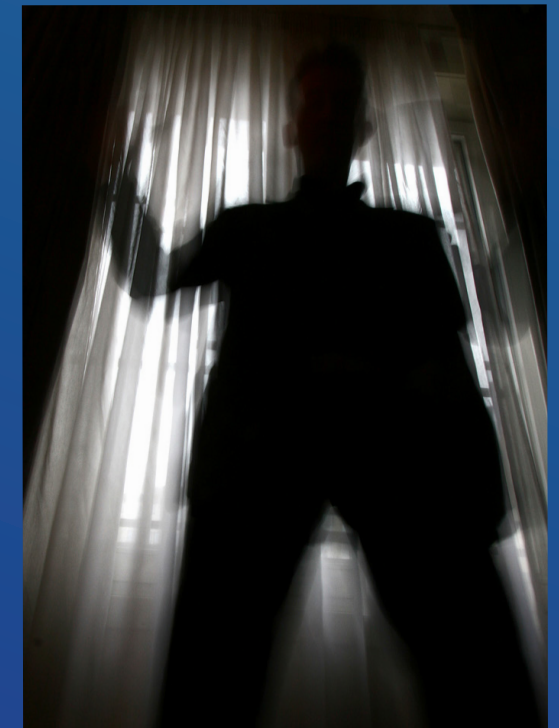
South County (561) 995-2800
North County (561) 688-3000
West County (561) 996-1670

For more information contact the
Palm Beach County Sheriff's Office
Crime Prevention Unit
1937 N Military Trail, Suite-Q
West Palm Beach, Florida 33409
(561) 688-3970

Email: CrimePrevention@pbso.org



BUSINESS BURGLARY INFORMATION



More than any other crime, Burglary is a crime of opportunity. Burglars aim for easy targets. Most will give up if they can't get in within a few minutes.

Palm Beach County Sheriff's Office
Ric L. Bradshaw, Sheriff

The first step toward proper security against burglary is to take time to evaluate your current security measures.



LIGHTING

It is important to have proper lighting inside and out, install lighting near doors and windows. All lighting should be bright enough to eliminate shadows which can conceal a burglar.

DOORS AND WINDOWS

The most vulnerable parts of any business are glass areas. In more than half of business burglaries, entry is made by breaking the glass.

DOORS

Doors and door frames should be constructed of either solid wood or metal. Replace or modify door hinges so that they can not be removed from the outside.

WINDOWS

Secondary locks should be installed on all moving windows. Pinning a window shut reduces the chances of it being pried open. Make sure the latch works properly. The use of key-operated locks and bars on windows is discouraged because of the fire hazard. Be sure that any method you use to secure windows does not hinder an escape in an emergency.

ALARMS

Use a reputable company when choosing an alarm company. Request a security survey first to point out vulnerable areas. Alarm all doors, windows and secure areas within your business. Install "Glass Break" sensors on large display windows. A permit is required for the Sheriff's Office to respond. Confirm its status with the Palm Beach County Sheriff's Office by calling 561-688-3695.

VIDEO SURVEILLANCE SYSTEM

Security video equipment is a must for any business in today's world. Cameras assist with monitoring day to day operations and can assist with in-house security.

- Choose the correct type camera system that allows for coverage of your entire property, inside and out.
- Use cameras that are intended for the location they are viewing. Outside cameras should have adequate lighting so that a clear image can be captured at all times of the day.
- Use a high quality recording system capable of storing a minimum of 30 days of surveillance.
- Store recordings, off-site, in an alternate storage server via the internet.
- Make sure to have personnel trained on recovering video footage for investigative purposes.

Other things that are recommended to be considered when evaluating your current security measures...

LOCKS

Deadbolts with a one-inch throw or more is recommended on exit and entrance doors. Use a Latch Guard to cover the lock/throw system to prevent the lock from being pried open. Use deadbolt lock systems to secure interior offices and storage areas.

KEY CONTROL

Limit the amount of keys given to employees. Have keys stamped "Do Not Duplicate" to eliminate unauthorized copies from being made. If an employee is terminated, resigns or loses a key, have the locks changed or re-keyed. If a padlock is required to secure a container, shed, gate, etc. use a shrouded lock.

SLIDING BOLTS AND BAR SYSTEMS

A sliding bolt that is installed on the rear door is a good security measure and can be purchased at any hardware store. The bar system has special brackets that are bolted to the door and will hold the door closed.

Any locking system installed on exit doors should be removed during business hours and used according to Fire Code.

VENTILATION SYSTEM

Roof entries are rare but do occur. Check air ducts to see if they are large enough for a person to crawl through from an entry point on the roof. Secure those entries by installing metal mesh, metal bars and alarms sensors. Remove any obstacles that can be used by a burglar to climb and gain entry into your business.

Don't make it easy for a burglar to gain entry to your business.

LANDSCAPING

It is recommended that trees and shrubs around windows be trimmed. The height for shrubs is three feet and no lower than six feet for tree canopies. Proper landscaping will sometimes deter a burglar.

"CAUTION"

If you arrive at your business and find that it has been burglarized, **Do Not Enter It**, because the burglar may still be inside. Dial 9-1-1. Police will respond and check the building first to make sure it is safe to enter. Go to a safe area away from the business where you can observe and wait in your vehicle.

Many business owners ignore the safety factor and enter the business. By doing this they put themselves in danger. Valuable evidence that could lead to the identification and the arrest of the burglar could also be accidentally destroyed.