

Personal Security Checklist

By John F. Smith

- ☐ Personal Security
 - ☐ Trust your instincts.
 - ☐ Vary your times and routes to and from work.
 - ☐ Alternate days and times for shopping, errands and personal needs.
 - ☐ Maintain a low personal profile by not doing anything that draws attention to yourself.
 - ☐ Use well-lit walkways, walk with someone.
 - ☐ Be aware of diversions and certain roadblocks.
 - ☐ Be alert to what is going on around you.
 - ☐ Your colleagues and family should be aware of your daily plans and know how to reach you.
 - ☐ Have alternate forms of communication should the cell network be unavailable.
 - ☐ Do not leave keys, purse, backpack etc unattended.
 - ☐ Do not meet strangers alone.
 - ☐ Stay away from dark, lonely, or other areas where other people cannot be seen.
 - ☐ Always tell someone where you are going.
 - ☐ Mark personal belongings such as books, clothing, etc.
- ☐ Security in a Car
 - ☐ Always lock car and trunk.
 - ☐ Store valuables out of sight in trunk.
 - ☐ Do not leave keys in car or hide a spare key.
 - ☐ Check the interior and exterior of your vehicle prior to getting into your vehicle.
 - ☐ Always keep the gas tank of your car at least half way full.
 - ☐ In traffic, always leave yourself an exit.
- ☐ Security of Your Properties
 - ☐ Keep a list of valuable property.
 - ☐ Mark your valuable property with your drivers license number.
 - ☐ Have a list of serial numbers on your television, cameras, stereos, etc.

- ☐ Have a description, photos, or VCR tapes of other property that cannot be engraved.
- ☐ Avoid unnecessary display of your property by keeping your garage door closed or valuables away from open windows.
- ☐ Keep excess cash and other valuables in a bank.
- ☐ Be organized so that you do not need to hide a key under the doormat or similar vicinity.
- ☐ Make sure your family know what to do if they discover a burglar breaking in or already in the house.
- ☐ Tell your family to leave the house undisturbed and call the police if they discover a burglary has been committed.
- ☐ Have a security closet with a solid core door, pinned hinges, and deadbolt lock.
- ☐ Have emergency phone numbers listed on your phone.
- ☐ Keep your door locked at all times, even when you are in the house.