



# EBRSO GENERAL SAFETY TIPS

## Happy Holidays!

[www.ebrso.org](http://www.ebrso.org)

### Home Safety

- Be extra cautious about locking doors and windows when you leave the house, even if you will only be gone for a minute.
- Don't put large displays of holiday gifts in view of your windows or doors.
- When going on trips or out for evenings, use automatic timers to turn indoor lights on and off to make it appear you are home. Motion detecting lights outside can also be effective.
- Do not pack your car the night before a trip. It only makes a more attractive target for a thief.
- Leave a radio or television on so the house looks and sounds occupied.
- Always keep security lights on at night. Check batteries and bulbs to make certain your security lights are functioning properly.
- Immediately after the holidays, make a list of new Christmas gifts. Document, make, model and serial numbers. There is a form available on our website to walk you through this.
- Don't advertise what you got for Christmas by putting the boxes out on trash day. Break the boxes down or take them to the dump yourself.

## Shopping Safety



- Shop early and leave early to avoid darkness.
- Lock packages in the trunk or somewhere out of view.
- Don't overload yourself with packages.
- If you must shop in the evening, shop with a friend, there is safety in numbers.
- Park in well-lit areas, as close as possible to store entrances. Be particularly aware of persons in the parking lot, especially near your car.
- Lock your car and make sure the windows are closed.
- Remove all valuables or secure them out of sight. (Example) purse, money, jewelry, cellular phones.
- Carry only the charge cards you will need. Don't carry or flash large sums of cash.
- Protect your pin numbers when using your debit, and credit cards.
- Carry your purse next to your body with the purse flap against you. Men should carry their wallets in front or inside pockets.
- Be aware of your surroundings and the people around you. Don't allow your attention to become distracted from your purse or packages.
- Teach children to go to a store clerk or security guard and ask for help if you become separated in a store or shopping mall.
- Don't hesitate to notify store security if you see suspicious activity.
- If you have to wait for a ride, wait in a busy, well-lit place.



- If you are a victim of a crime, report it to authorities immediately.
- Consider taking all items of high value back to your residence: money, jewelry, TV, VCR, stereo, computer.
- If you choose to leave items of high value, make sure that you have recorded the serial number. It is recommended that you mark or engrave your driver's license number on the items.
- Have your car keys ready in hand before leaving the store.

## Holiday Crime Prevention Tips for the Workplace

- All inner office doors and building exterior doors should be closed and locked. **DO NOT** prop open an exterior door if working after hours.
- If you come in to work during the holiday, let someone know where you are and when you are expected to return.
- All portable equipment, tools, PC computers should be secured or locked away.
- Make sure all windows are closed and secure.
- All valuable personal items should be taken home or securely locked away.
- Report any suspicious activity or unauthorized personnel immediately to a local law enforcement agency.



**East Baton Rouge Sheriff's Office  
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**SAFER STRONGER BETTER TOGETHER**

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