

GREATER SUDBURY POLICE SERVICE



GUIDELINES FOR A SELF-AUDIT

Industrial Thefts and Break-Ins

CPTED

Crime Prevention Through Environmental Design is a successful program which helps reduce crime by limiting opportunity.

CPTED Self-Audit

Reduce the risk of crime to your business or place of work by completing this self-audit.

Have two persons conduct the audit and complete the form to increase diversity. Your survey should be done BOTH in daylight and dark hours.

Try to be as objective as possible and view your property as a stranger or potential criminal would.

Start by going down the block or street so that you can view your property from a distance. Try to make observations as a stranger would. As you move closer, ask yourself the following questions:



An expensive lock on a weak aluminum latch can easily be cut by an intruder.

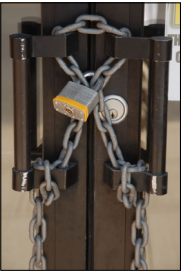
Self-Audit Check List

- ☐ 1. Are there open sight lines to and from all entrances and windows?
TIP: *If shrubs or other objects block your view, a suspect can watch your property without being seen. Spiny, thorny or other hostile vegetation helps to keep people away from ground floor windows.*

- ☐ 2. Do dumpsters or out-buildings close to structures, or gas pipes to roof-tops, give suspects access to your roof?
TIP: *Careful attention to piping and access ladders can keep people off your roof. Often careless placement of utility buildings or equipment provides a hiding place and roof accessibility.*



- ☐ 3. Can you and your staff walk to and from parking areas to buildings in well-lit, free from obstruction pathways?
TIP: *Good lighting is key to security and safety. Solar powered LED/ High Intensity lights are currently available at a very reasonable cost. No cabling is required and operation is free of electricity cost.*



- ☐ 4. Do marks on grass, snow or damages to fences suggest people are using pathways other than the ones you intended?
TIP: *Fencing is available that is near impossible to climb. Worn pathways tell you where people are walking and where they are loitering.*



If you have questions or concerns contact the Greater Sudbury Police Service - Crime Prevention
705-675-9171 x 2103

More tips from the GSPS on our Crime Prevention Website:

www.gspscp.ca

- ☐ 9. Are property boundaries well marked? Do you have fencing for appropriate areas? Are entrances gated or chained?

TIP: Free access to your property may be perceived as an invitation to enter giving criminally minded persons the opportunity to commit a criminal offence on your premises.



Chain and locks are available that are difficult to breach.

- ☐ 10. Have you permanently marked all high value articles?

TIP: Items with visible permanent markings are less often stolen as they are more difficult to re-sell. This also may lead to recovery of property, arrests and convictions.



- ☐ 11. Do you periodically change the alarm codes to exclude people no longer in your trust?

TIP: If you dismiss someone, change the codes and even the locks if necessary.



- ☐ 12. Does each employee have a unique alarm code so that you can track who has made entry?

TIP: An employee is much less likely to share an alarm code knowing that it can be linked to them.

- ☐ 13. Are your locks stronger than the hardware they fasten?

TIP: Countless entries have been gained where sturdy lock is attached to easily breach hardware. Go over your lock-down areas, especially trailers and storage units and look for the weakest link.

- ☐ 14. Do you remove and secure keys for heavy equipment each day that could be used to facilitate a crime against you?

TIP: Heavy equipment is frequently engaged during criminal activity and usually dramatically increases the loss to the business.

- ☐ 15. Do you have an alarm system that could alert someone to an illegal entry?

TIP: Although alarms don't stop all illegal entries, they do minimize the risk and a culprit inside your property will not stay very long with an alarm ringing that could potentially lead to being caught. A flashing strobe light attracts attention and can be a valuable addition to alarms.

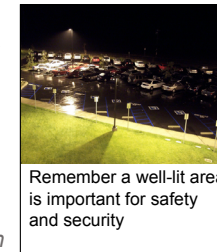
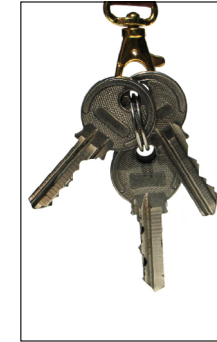
- ☐ 16. Have you recorded the serial numbers or ID markings? Do you have photographs of your high value items and do you store that data off site?

TIP: Recording ID can lead to recovery, successful prosecution and also facilitate insurance related matters. Get in the habit of recording new items when received and safely store the data off-site.



- ☐ 17. If your business includes the use of targeted items frequently stolen like copper and brass and aluminum, have you secured them?

TIP: Expensive items to replace such as a radiator core may be stolen for the copper value in it, worth only a small fraction of the cost of the stolen item. Metals with high scrap values should be secured.



Remember a well-lit area is important for safety and security

- ☐ 18. Do you allow customers access to work or storage areas of your business?

TIP: Although this might not seem to be the friendly way to run a business, it is putting you at risk of someone committing a criminal offence and personal liability. Do not allow the public access to areas they don't need to be in.



Don't be the weakest link in the chain—don't let your property be the easiest target in the neighbourhood!

- ☐ 5. Are there problems with trespassers or loiters making it difficult or uncomfortable for your legitimate visitors to access your site?

TIP: Failure to correct unwanted loitering usually leads to increased unacceptable behaviors and may drive away potential business. You have the right to ban people from your property. You can give this authority to an agent, including the police.

- ☐ 6. Do you have modern, properly operating security cameras supported by sufficient lighting?

TIP: Cameras can be a very smart investment and related costs are a fraction of what former costs were just a few years ago. Even a state-of-the-art digital system probably costs less than one attack on your property.

- ☐ 7. Is there graffiti or broken windows?

TIP: Damage left uncorrected can inspire future problems. After cleaning graffiti, a coat of clear finish over the color coat will make any future clean-ups much easier.

- ☐ 8. Would you describe your property as neat, tidy or attractive?

TIP: A scruffy appearance attracts scruffy people. Attractive appearances inspire people to look at your property and by doing so increase your property's security.