

## SELF AUDIT INSTRUCTIONS

The instructions, located on the inside of this pamphlet, will assist you in completing a security self-audit of your home.

At the end of the self-audit you may assess your risk status by focusing on the “No” answers indicated on your completed form. Please consider making changes to the areas of concern on your self-audit. This guide does not assure that you will not be the victim of crime, however, the greater attention you pay to the security of your home, the better your security environment will be.

### Six simple steps to conduct the security self-audit:

1. Have two people complete the form together. Two different perspectives will provide beneficial information.
2. Begin by going to the end of your block and then walk towards your home.
3. Answer the questions to describe the ***Landscape Design*** of your residence.
4. Answer the questions to describe the ***Exterior Elements*** of your residence.
5. Answer the questions to describe the ***Interior Elements*** of your residence.
6. Conduct the self-audit during day time hours and night time hours.

A careful inspection can indicate features which would make entry either easy or difficult for a prospective criminal. Chances are good that your home security can be improved. Your focus should be on entry points in your residence, and to determine what steps can reduce vulnerability.

A variety of security modifications can be simple, inexpensive and very effective.

## SECURITY TIPS



Consider purchasing a 'diversion safe', which is a container that looks like a routine household product, but is designed to hold valuables discreetly. These can be loaded and placed in routine locations to keep small valuables hidden in plain view.



Install flat head screws in the upper channel and lay a length of wood, such as a hockey stick shaft, in the lower channel of a sliding glass door. This prevents the door from being lifted out or opened from the outside.



Drop in to any Waterloo Regional Police Service patrol division and borrow an electric pencil. It can be used to inscribe a driver's licence number onto your larger valuable items. This is an easily traceable number that police can query if your property is found.



Never give unknown callers information about you or your property.



Make sure you lock garden sheds or large containers on your property to prevent theft and access to tools that can be used to break into your home.



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## WATERLOO REGIONAL POLICE SERVICE

# HOME SECURITY SELF-AUDIT



## HOMEOWNER'S AND TENANT'S GUIDE





# Waterloo Regional Police Service - Home Security Self Audit



*These suggestions and observations will draw your attention to areas that, if corrected, may lower your chances of being a victim of crime.*

## LANDSCAPING

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <b>YES</b>               | <b>NO</b>                |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Trees trimmed to maximize eyewitness potential.                                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Spiny, thorny or otherwise hostile vegetation around fencing and low level windows. |
| <input type="checkbox"/> | <input type="checkbox"/> | Trees trimmed or located as to not allow access to second floor?                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Continue to groom & maintain landscaping.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Can neighbours see into your backyard?  |
| <input type="checkbox"/> | <input type="checkbox"/> | If your property is fenced, are gates routinely locked?                             |

## LIGHTING

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion activated exterior lights?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there adequate illumination to prevent hiding near windows and doors?                                |
| <input type="checkbox"/> | <input type="checkbox"/> | House number clearly visible from the road at night?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you considered energy efficient lighting applications which also assist in suspect identification? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are all walkways leading to the residence well lit?   |

## YOUR NEIGHBOURHOOD

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you know all of your neighbours names?                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you know your neighbours street addresses ?                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you call police when you observe suspicious vehicles or people? |

## DOORS & LOCKS

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <b>YES</b>               | <b>NO</b>                |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are exterior doors solid core or steel?                                     |
| <input type="checkbox"/> | <input type="checkbox"/> | "Peep hole" on exterior door?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Sliding patio doors secured by screws and/or bars?                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Do your deadbolt locks have the required minimum 1"throw into the door jam? |
| <input type="checkbox"/> | <input type="checkbox"/> | Exterior strike plate secured with 3" long screws?                          |

## WINDOWS

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Do your windows have working lock mechanisms?               |
| <input type="checkbox"/> | <input type="checkbox"/> | Sliding windows secured by screws or bars?                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Semi-permanent security bars or grills on basement windows? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you considered window security film?                   |

## WHEN AWAY

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you cancel newspapers while away?                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Are trusted neighbours or friends asked to watch your home?             |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you have your mail, newspaper etc stopped, picked up or re-directed? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you have your lawn/snow removal maintained?                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Interior lights on timers when away?                                    |

## ALARM SYSTEMS

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <b>YES</b>               | <b>NO</b>                |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you considered a security alarm system?                       |
| <input type="checkbox"/> | <input type="checkbox"/> | All responsible persons know how to arm & disarm the alarm system? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your system have a back up power supply?                      |

## GARAGE

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Are garage windows secured to deny access at all times?                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Garage openers not left in vehicles parked outside of garage?                    |
| <input type="checkbox"/> | <input type="checkbox"/> | When away for extended periods, is the garage door disconnected from the inside? |
| <input type="checkbox"/> | <input type="checkbox"/> | Remove hand tools like hammers, drills and pry bars?                             |

## MISCELLANEOUS

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Are tool sheds, bikes kept locked at all times?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are ladders kept in locked areas?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your premise have a burglary resistant safe, storage container or hiding area for your valuables?       |
| <input type="checkbox"/> | <input type="checkbox"/> | Are important papers (will, insurance, passports, stocks, bonds, etc) kept off site in a safety deposit box? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you completed a video and written inventory of your valuables including serial numbers?                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Are valuables inscribed with a driver's licence number?  |

## Other Ideas & Suggestions for Improved Security

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