



## BUSINESS SECURITY Robbery Prevention

**Robbery** is a crime that targets both people and businesses. Reduce the risk of personal injury and increase the potential of bringing the culprit(s) to justice.

### Visibility

- Ensure that windows are not covered over by signs or merchandise.
- The store cash register should be located so as to allow a clear view for passing motorists, pedestrians and police patrols. In the event of a robbery, a store employee will be able to note the car's description and direction of travel.
- Notify the police if suspicious persons hang around your place of business. Be especially alert at opening and closing times.

### Lighting

- The interior, exterior, front and rear of your premises should be well illuminated to deter potential robbers from hiding in shadows or poorly lit areas.

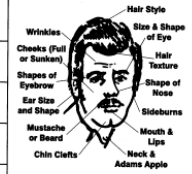
### Video Equipment

- If your business is equipped with a video camera, ensure the system is working. Regularly clean and inspect the video equipment. Ensure proper camera alignment of the cash register and/or doorway area.

### SUSPECT DESCRIPTION

SEX	RACE	AGE	HEIGHT	WEIGHT	TYPE OF WEAPON						
						HAIR/FACIAL HAIR	HAT (color, type)				
						GLASSES (type)	TIE				
						TATTOOS	COAT				
						COMPLEXION	SHIRT				
						SCARS/MARKS	PANTS/SHOES				
EMERGENCY DIAL 1-911 POLICE FIRE MEDICAL			DON'T HANG UP								
AUTO MAKE MODEL, COLOR	LICENSE NUMBER	DIRECTION OF ESCAPE	TIME OF DEPARTURE								

### FACIAL APPEARANCE



WRITE BELOW SPECIFIC FACIAL DETAILS-ONLY WHAT YOU DEFINITELY REMEMBER

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WHAT DID SUSPECT SAY?

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### Money Handling

- Do not keep large amounts of cash on the premises.
- Use a drop safe or night deposit. When making night deposits have someone with you, stagger your delivery times and DO NOT carry money in sight.
- Position the cash register so that customers cannot reach over the counter to grab exposed money.

### During a Robbery

Remain calm and stay in control.

**Your safety and that of your fellow workers and customers is far more important than the money.**

- Obey the robber's commands
- Do not antagonize the robber
- Consider all firearms to be loaded



## During a Robbery (continued)

- Look at the robbers - notice details to aid you in describing them and their mannerisms. Note age, weight, height, clothing, tattoos or scars
- Take note of the weapon
- Watch the direction the robbers take - if they use a vehicle, try to note the licence plate number

## After a Robbery

- Call the police immediately! Dial 9-1-1
- Give your name, telephone number and the address of the hold-up
- Give a description of the suspect(s), direction of travel, and a licence number if a vehicle was used
- Advise whether or not weapons were used
- Protect the crime scene. Keep customers or other employees away from the area of the store where the robbery occurred
- Ask witnesses to wait until the police arrive
- Lock the door until the police arrive

## After a Robbery (continued)

- **Do not touch anything**
- Save any notes that were used - do not handle it or let others handle it
- Co-operate with the police

For more information regarding this topic, please contact the Crime Prevention Officer at 14 Division, P.C. Gord Reid, 416-808-1427, 350 Dovercourt Road, Toronto, ON M6J 3E3 or:

**Toronto Police Service  
Community Partnership & Engagement  
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Fax: (416) 808-0102**

**Also, visit our Website  
[www.torontopolice.on.ca](http://www.torontopolice.on.ca)**

## NOTES

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