

Burglary Prevention Tips for Businesses

The following tips have been issued by the Franklin Police Department to assist business owners and employees in securing property. These 14 simple steps are just a few that can be used to help protect commercial property from being the victim of property theft. If you would like for a law enforcement officer to come to your business or residence to provide you with specific recommendations, based on your location and surrounding, please contact the Franklin Police Department or your local law enforcement agency.

Doors:

- Front doors should be clear, visible and free of signs or obstructions.
- Doors should be made of burglary resistant glass, steel bars or solid core wood is suggested.
- Doors should be equipped with pick resistant dead bolts that require a key to open them from both sides.
- Doors should be properly hinged and/or anchored so they cannot be lifted or forced in.
- Doors should be part of the store's burglary alarm system.
- Rear doors/delivery doors should contain a peephole, door buzzer, and secured when unattended.

Windows:

- Windows should be clear, visible, and free of signs or obstructions.
- They should be in good condition, framed in solid, tight, burglary-resistant glass or steel bars.
- Windows should be included as part of your alarm system.
- If possible, arrange your store so the cash register is visible from outside the store.
- All valuables should be removed from display windows when the store is closed.

Store Location:

- Business address should be displayed on the store in sizable letters or numbers.
- Emergency phone numbers should be placed at or near the front window.
- After hours emergency contact numbers should be provided to law enforcement and updated each year or when changes are made.

Lighting:

- Rear store lights should remain on during closing or at night.
- The exterior of the store should be properly illuminated during the night or when the business is closed.

Back Room Access:

- Limit this area to authorized personnel only. Place signs or restrictive devices adjacent to this area.

Alarm System and Surveillance Equipment:

- Business should have a security system and video recording system that has all possible points of entry and exit covered.

Vents:

- Both lower and rooftop vents should contain adequate metal bars or screens that will prevent a burglar's entry.

Landscaping:

- Make sure all shrubs, landscaping, trees, or other obstructions are trimmed away to ensure adequate visibility.

Fences:

- Fences should be chain link and offset from the store building. Entrance to and from the fence should be restricted and padlocked during appropriate times.

Roof Entrance:

- Both roof access or skylights should be adequately barred or screened to prevent burglars from gaining entry from the roof of the store.

Limit Access to Merchandise:

- All expensive or commonly stolen merchandise, such as tobacco products, videos, electronics, magazines, etc, should be placed in an area to limit access. More expensive items should be caged or locked up.

Computers:

- Store computers should be secured to a fixed object.
- Company computer data bases and programs should be securely locked up and back up copies should be kept in a different location (not on the store premises).

Cash Register:

- Cash register should be secured to a fixed object.
- Limit the amount of money in the register by removing excessive amounts and store the money in a locked safe.
- Limit cashing checks of large amounts, unless you can safely store large amounts of money, such as banks.

Office Equipment:

- All office equipment should be secured to a fixed object.
- Serial numbers should be recorded and the company's name marked on the equipment.