

## Personal Safety / Considerations

*These are suggestions that should be considered and which might assist in preventing **Offender** from committing an act of violence on you (**Victim**) or your family. Some of these suggestions might not be viable or be applicable, however are provided for your consideration.*

- Document and keep logs of any telephone calls direct or indirect from **offender** or his known associates.
- Obtain an answering machine and understand completely its operating functions.
- Have a male or female record generic message. Someone **offender** doesn't know.
- Advise Case Manager of any direct or indirect contacts or attempted contacts from **offender** or his known associates.
- Maintain – **do not dispose** of any letters, correspondence etc **offender** or his known associates. Turn any correspondence over to Case Manager.
- Photograph damage, keep answering messages, letters, notes, e-mails, suspicious activities. These may useful in future complaints and may be introduced into evidence at court.
- Never attempt to return unwanted gifts, letters – give them to investigators.
- Maintain an unlisted telephone number. Alert any household members to unusual and wrong number calls. If such activity continues, maintain a log and notify investigators.
- Inform a trusted neighbours, co-workers and friends regarding the situation. Provide the neighbour with a photo and good description of the suspect and any possible vehicles. Ensure they don't provide nay details about yourself to anyone.
- Inform trusted neighbours and friends of any anticipated vacations, business trips, etc. and arrange for them to pick up mail, paper, etc.
- If residing in a complex with on-site manager, provide the manager with a photo of the suspect. If in a secured building, provide information to the valet or doorman.
- Have a fully charged cell phone on your person at all times.

- When in your residence have a cordless phone, fully charged and on person at all times.
- Have a call display telephone.
- Don't answer blocked number calls, private number calls, unknown numbers unless knowing that investigators will call at a specific time.
- Avoid the use of internet e-mail addresses specifically have none containing any identifying features. Change existing addresses.
- Do not provide personal information over the internet – don't place orders etc.
- Treat any threat, approach etc as serious and legitimate.
- Never underestimate the violence capabilities, physical capabilities or mindset (anger, impulsive etc) of *offender*.
- Safety can be found in the following places: Police stations, Residences of family / friends (location unknown to suspect), shelters, churches, any public area where *offender* or his known associates may be less inclined toward violence
- If you are approached by *offender* or his known associates and unable to escape or getting out of your location is not possible, contact 911 or another police contact number. If police do not respond, demand to speak with a supervisor. Family or friends may be able to assist emergency departure. Caution should be exercised when confronting the offender as stalking sometimes escalates into violence.
- Be stringent in cooperating with investigators and request charges on any occasion where *offender* or his known associates have breached conditions, committed and assault, caused property damage or made threats. Report to investigators as soon as possible.
- Have realistic expectations of the courts, investigators. Take an active role in any and all prosecutions.
- Should *offender* begin making attempts to contact you or your children, consideration might be given to obtaining an 810 Order (Restraining / Protective / Stay Away Orders) if no other conditions exist. Be cognizant however that this order may escalate his behaviour. Police investigators will assist in obtaining this order but be cognizant that they are not fool proof. Be wary of them giving you a false sense of security.
- Do not retaliate. Do not carry weapons.
- Request investigators to conduct periodic checks of residence.

- Remove home address on personal cheques and business cards.
- Utilities, credit cards other bills use PO Box not street address.
- No name on mailbox, placards on house etc
- Destroy discarded mail – not in garbage, shred it.
- If possible have rental agreements in another person's name.
- Service, or delivery orders to the residence – always ask for identification from people attending residence, (repairmen, servicemen etc) don't accept if no identification, no return address.
- Request friends, businesses etc. remove the old address from their files and have only PO Box and secure telephone number.
- Be cautious of those individuals who you are considering advising of your address.
- Be alert for any suspicious persons.
- Positively identify callers before opening doors. Install a wide-angle viewer in all primary doors, view point from window unseen to person at door.
- Install a porch light at a height which would discourage removal, covers for all outside lights.
- Install dead bolts on all outside doors. If you cannot account for all keys, change door locks. Secure spare keys. Place a dowel in sliding glass doors and all sliding windows. Engage these locking devices without fail when leaving the residence for any period of time, as well as when household members are a home.
- Keep garage doors locked at all times. Use an electric garage door lock.
- Install adequate outside lighting.
- Trim shrubbery. Install locks on fence gates.
- Keep fuse/panel box locked, have spare breakers or fuses.
- Have flashlights throughout residence.
- Have a safe room in residence that can be secured as well as provide a means of escape and one that is equipped with a phone.

- Install a loud exterior alarm bell that can be manually activated in more than one location.
- Maintain contact with your Case Manager and any other officer he identifies as a contact person for you. Update them on moves, work changes etc.
- Maintain contact with VCAR's groups, shelters etc.
- Enquire about obtaining a DEVER's alarm.
- Do not participate in any surveys, telemarketing etc.
- Any written or telephone threat should be treated as legitimate, and must be checked out. TRUST YOUR INTUITION.
- Be alert for any unusual packages, boxes, or devices found on the premises. Do not disturb such object, instead call police.
- Maintain all-purpose fire extinguishers in the residence and in the garage. Install a smoke detector system.
- Tape emergency numbers on all phones and have them on speed dial.
- When away from the residence for the evening, place lights and radio/TV on a timer.
- Prepare an evacuation plan. Brief any household members on plan procedures and test them periodically. Provide ladders or rope for two-story residences.
- Maintain a packed suitcase in trunk of car or other safe place in case of a quick departure. Also consider reserves of money, personal welfare items including medications.
- A family dog is one of the least expensive, but most effective, alarm systems.
- Know the whereabouts of all family members at all times.
- Children should be accompanied to school or bus stops.
- Driving, walking routes taken, and time spent walking should be varied.
- Travel always in public areas and if possible try not to travel or go out alone.
- Landmark (e.g just drove past mile marker 461, drove past Canadian Tire store etc) when traveling on unfamiliar roads. Know where you are.

- When traveling advise individuals at destination your approximate arrival time, route to be traveled.
- Equip the gas tank with a locking gas cap. The hook-locking device should be controlled from inside the vehicle.
- Visually check the front and rear passenger compartments before entering the vehicle.
- Select a reliable service station for vehicle service.
- Consider counter surveillance techniques when driving and note plates
- Do not drive home if you are being followed. Drive to recognized safe place.
- Check passenger compartments before entering vehicle.
- Park in well lit areas. Never leave keys in car or with parking attendants.
- When parked in the residence garage, turn the garage light on and lock the vehicle and garage door.
- Keep doors locked while vehicle is in use.
- Be alert for vehicles that appear to be following you.
- When traveling by vehicle, plan ahead. Know the locations of police stations, fire stations, or busy shopping centres.
- Know exits/escape routes when going out, attending malls, restaurants etc.
- Use a different schedule and route of travel each day. If followed, drive to a police station, fire station, or busy shopping centre. Sound the horn to attract attention.
- Do not stop to assist a stranded motorist.
- Always park in a secured garage when possible.
- Obtain a will or update any existing wills, remove *offender* as beneficiary of any will or insurance policies.
- Cancel any joint banking account.
- Absolutely no direct or indirect contact with *offender* or his family members.
- Provide floor plan of residence to police investigators.

### ***Work***

- Central reception at work should handle visitors and packages. Office staff should be alerted of suspicious people, parcels, and packages that do not belong in the area.
- Park in secured area if available. Park vehicles in well-lit areas. Do not patronize parking lots where car doors must be left unlocked and keys surrendered; otherwise surrender only the ignition key. Allow items to be placed in, or removed from the truck only in your presence.
- Have your name removed from any reserved parking area.
- If there is an on-site security director, make him/her aware of the situation. Provide him/her with suspect photo and information.
- Have a secretary or co-worker screen calls if necessary. Have a secretary or security personnel screen all incoming personal mail or fan letters.
- Be aware of anyone possibly following you to or from work. Do not accept any package unless you personally ordered the item.