

Situational Awareness

Often used in Law Enforcement, Emergency Services and Military applications, however, situational awareness is very important to everyone. Basically, situational awareness is paying attention to what is going on around you. It's the ability to scan the environment and sense danger, challenges and opportunities, while maintaining the ability to conduct normal activities.

Situational Awareness is important every day, regardless of if you're leaving work, your home, a public place or in your car. It's important to know what is in your surroundings.

How do you increase your situational awareness? Don't do more than one thing at a time and don't become distracted. Don't walk to the car looking at your phone or in deep conversation with a co-worker, friend or child. Notice things that don't look usual in areas that you frequent, or things that are out of place (i.e. someone with trench coat on in the summer).

Steps to Situational Awareness: The first step is to recognize the possibility that a threat exists. This can be very non-specific, i.e. anytime you're walking in a public area you may be attacked for your purse or wallet. Or it can be very specific i.e. you received a threat from a client. Next, take responsibility for your own safety. Although many plans and practices are in place to promote safe work and play, it's ultimately your responsibility for yourself. And lastly, trust your intuition. If something doesn't seem right, it probably isn't. Don't regret later not listening to your intuition.

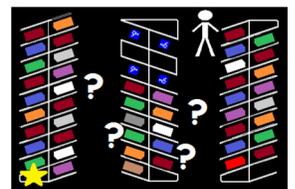
Home Safety

- Install effective locks on all doors and windows and USE them.
- Install a peephole viewer in your door; NEVER open your door without knowing who is on the other side. Demand to see identification.
- NEVER admit to a stranger at your door or on the phone if you are alone. If they request an emergency phone call for help, offer to make one for them while they wait outside.
- If you live alone, list only your last name and initials on mailboxes and in telephone directories.
- Avoid being in your apartment laundry room or garage by yourself, especially at night.
- If you come home and find a door or window with signs of forced entry, DON'T GO IN! Go to the nearest phone and call the police or sheriff.
- Don't throw anything in your trash can that contains any information with your name, address or phone number.



Street and Parking Area Safety

- Travel with a friend whenever possible.
- Stay in well-lighted areas.
- Walk confidently, directly and at a steady pace on the side of the street facing traffic and make eye contact with people when walking.
- Walk close to the curb and avoid doorways, bushes and alleys where someone could hide.
- If you are being followed, walk quickly to a lighted area with people. If a car is following you, turn and walk in the opposite direction, or on the other side of the street.
- Change your routines. Don't walk the same route every day
- Don't invite trouble by flashing jewelry. Keep gold chains out of sight and turn rings around so stones don't show.
- Carry your wallet inside your coat or in a front pocket. A comb placed horizontally in the fold of the wallet will alert you if someone tries to remove it from your pocket.
- Keep your handbag in front of you and hold it close to your body with both hands.



Car Safety

- Park in well-lighted areas and always lock car doors after entering or leaving your car.
- Have car keys in your hand before entering your car so you don't have to linger, and check the back seat before entering your car.
- Check to see if anyone is following you as you make your way from the building to the car. If you think there is, go back inside and ask for someone to walk with you to the car.
- Try not to sit in your car and mess around on your phone after you have parked at your destination.
- Lock your car doors while you pump gas so that no one can enter the car while your aren't looking.
- If you think you are being followed, trust your instincts, drive to a public place, police or sheriff's station, never drive home.
- Choose parking spaces that are not boxed in by vans or trucks.
- If your car breaks down, open the hood and attach a white cloth to the car antenna. Then stay in your locked car, and if someone stops to help, lower the window just a small amount and ask him or her to call the police, sheriff or a towing service.
- Don't stop to aid motorists on the side of the road. Go to a phone and request help.



Office Security

- Never leave your purse or wallet in plain view or in the pocket of a jacket hanging on a door and don't bring cash or valuables to the office.
- Keep the office door locked if you are alone or working before/after regular hours.
- If you work late, ask another worker or a security guard to walk out with you.
- If you are in an elevator with another person, stand near the control panel. If attacked, press the alarm and as many of the control buttons as possible.
- Be alert for pickpockets on crowded elevators. Be aware of escape routes for emergencies and post emergency numbers near telephones.



Social Media Safety

- Don't post on social media where you are going or that you will be away from home.
- Make your social media private and don't post your address, telephone number or email on there.
- Consider using a different name on social media than at work, or consider not being active on social media at all.
- Check your security settings regularly to ensure they are set at the highest level.

