



BOROUGH OF ALBURDIS POLICE DEPARTMENT

260 FRANKLIN STREET
P.O. BOX 435

ALBURDIS, PENNSYLVANIA 18011-0435

ADMINISTRATIVE 610-966-4778

FAX 610-965-5517

EMERGENCY 911

www.alburdispd.org

ROBERT PALMER
CHIEF OF POLICE

HOME SECURITY CHECKLIST

(May 2009)

Prepared for: _____

Date of Survey: _____

Prepared By: _____

This security survey checklist will help identify weak points in and around your business or home. The survey is a recommendation of where you can enhance the security measures in place already or prevent your home or business from future burglars. The checklist below will assist you in systematically surveying your home and your practices.

Any security measure you decide upon must ensure ease of escape from a room, home or yard if there were a fire or other emergency. Remember that this survey will only identify some of your weak areas. You have not improved your home security until these areas are corrected.

Complying with these suggestions will not make a home burglar-proof, but it will certainly improve your protection. Some of the measures are listed under the most logical heading (Windows, Doors, Exterior, etc.) though it may apply to more than one area.

This residential/business security survey has been prepared to give recommendations for making your structure safer and more secure. Although none of these recommendations are guaranteed to stop crime, they are important steps in reducing the potential from becoming victims of crime.

The Alburdis Police Department offers many different crime prevention materials and presentations on preventing crime. Please contact the Alburdis Police Department for any other questions or comments.

Do not become lax—crime prevention is a continuous process.

EXTERIOR SURVEY

- | Yes | No | |
|-----|-----|---|
| ___ | ___ | Is the driveway or walking path leading to your home lighted adequately? |
| ___ | ___ | Are trees and shrubs trimmed to eliminate hiding places? |
| ___ | ___ | Are plants cut below windowsill level? |
| ___ | ___ | Is your home visible from a neighbors home? |
| ___ | ___ | Is low level lighting secured to prevent the unscrewing of a lightbulb? |
| ___ | ___ | Do you have exterior lights on all sides of your home? |
| ___ | ___ | Do your exterior lights go on at dusk or by motion sensor? |
| ___ | ___ | Is your home easily visible from the street at all times of the day? |
| ___ | ___ | Do you have a number on the front of your house? |
| ___ | ___ | Is your phone line and electrical panels secure to prevent outside tampering? |
| ___ | ___ | Does your mailbox have a lock on it? |
| ___ | ___ | Are all gates and fences closed and locked when not in use? |
| ___ | ___ | Does your garage door have a good quality lock? |
| ___ | ___ | Is your garage door a solid panel? |
| ___ | ___ | Are tree limbs cut away from the house to prevent someone from entering the 2 nd fl? |
| ___ | ___ | Do you close the garage door when not in use? |
| ___ | ___ | Do you have any motion lights in the backyard? |
| ___ | ___ | Is the basement door secure? |

INTERIOR SURVEY

(Doors)

- | Yes | No | |
|-----|-----|--|
| ___ | ___ | Do all of the exterior doors have two locks? |
| ___ | ___ | Are both locks utilized regularly? |
| ___ | ___ | Are doors made of good quality wood or steel? |
| ___ | ___ | Do you have quality grade locks on the doors? |
| ___ | ___ | Do deadbolt locks require a key to open from the inside? |
| ___ | ___ | Are the door jambs free of damage? |
| ___ | ___ | Does the lock bolt slide in the door jamb enough? |
| ___ | ___ | Is the key removed from the lock when locked? |
| ___ | ___ | Do the doors fit tightly when closed? |
| ___ | ___ | Are the strike plate screws at least 3 inches long? |
| ___ | ___ | Are hinge pins constructed to prevent removal of the pin? |
| ___ | ___ | Can your door withstand excessive force? |
| ___ | ___ | Do the exterior doors have peep holes with 190 degree viewing? |
| ___ | ___ | Are pet doors able to be secured? |

(Windows)

- | Yes | No | |
|-----|-----|---|
| ___ | ___ | Do windows have adequate locking mechanisms? |
| ___ | ___ | Are windows locked when they are closed? |
| ___ | ___ | Are air conditioners anchored from inside to prevent outside removal? |
| ___ | ___ | Are the windows constructed with shatter resistant glass? |
| ___ | ___ | Can windows left open for ventilation be secured? |
| ___ | ___ | Do basement windows have bars on them? |
| ___ | ___ | Do your windows have pin locks? |
-

(Home)

- Do you have a security alarm?
- Is the alarm monitored?
- Do you advertise that the home is alarmed?
- Do your neighbors know how to get in touch with you in emergency situations?
- Do you have CCTV in place?
- Is your recording system in a secure container?
- Do you keep valuables in a safe?
- Is the safe secured to a solid wall to prevent removal by prying?
- Is the house accessible from the garage?
- Are valuables kept out of sight from doors or windows?
- Are electronic devices engraved with identifiable information
- Do you participate in a Neighborhood Watch program?

(Away from home)

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you leave for vacation in an inconspicuous manner by loading the car in the garage? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you stop mail and newspaper delivery? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you contact trusted neighbors and ask for them to watch your property? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the neighbors using your driveway while you are gone? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is lighting kept at "normal" conditions while gone? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you leave curtains and blinds open so the house doesn't look "deserted"? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are radios set on timers as well as lights? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you turn the telephone ringer on low while gone? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are arrangements made for landscaping needs while away? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are purses and garage door openers kept out of sight and locked while away? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are motion sensor lights in the on position? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you completed a vigilance check form with the Alburdis Police Department? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you listen to your phone messages to avoid the "long beep" when others call? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are garbage cans placed at the curb and removed while away? |

(Other)

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you shred personal information before placing it in the trash? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you test your smoke alarms on a regular basis? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your family know what to do if your home was burglarized? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you keep rare valuables in a safe deposit box? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you planned fire drills with members of the family? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you photographed valuables and secured the photos out of the house? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you keep minimal amounts of cash in the house? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you keep emergency supplies on hand in the event of a crisis? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you set an appropriate example for your children when it comes to security? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are guns and rifles secured and unloaded? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are your firearms registered? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you keep serial numbers of guns secure and away from the house? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you park a vehicle half way down the driveway preventing suspects easy loading of valuables? |
-

Business Survey

- | Yes | No | |
|-----|-----|--|
| ___ | ___ | Do you have adequate lighting after hours? |
| ___ | ___ | Is your business lit and visible from the road? |
| ___ | ___ | Are interior lights on motion sensor devices? |
| ___ | ___ | Is your business alarmed? |
| ___ | ___ | Is the alarm audible? |
| ___ | ___ | Is the alarm set when the last employee leaves? |
| ___ | ___ | Do you change alarm codes when employees are terminated or quit? |
| ___ | ___ | Do you advertise that the property is monitored? |
| ___ | ___ | Are all windows alarmed? |
| ___ | ___ | Do you limit the number of employees authorized to be in the building after hours? |
| ___ | ___ | Is CCTV on and recording? |
| ___ | ___ | Is the recording device in a secure room where it cannot be damaged? |
| ___ | ___ | Do you have a silent hold up alarm? |
| ___ | ___ | Do you hire honest employees by checking references? |
| ___ | ___ | Does your business have a safe? |
| ___ | ___ | If the safe securely bolted or welded to the floor or wall? |

Synopsis or other recommendations by surveyor:

Now that the survey is completed go back and review the “No” responses. Every “No” check mark shows a weak point. As you eliminate the “No” check marks, you improve your protection. No house or business is absolutely burglar-proof if professional burglars target your home. This survey does not mean your home or business is poorly secured. It simply shows potential weak areas where you could be vulnerable to entry of burglars. Most of the items in the check list are available at local hardware or home improvement stores. While professionally monitored alarm systems and CCTV systems can be pricey, there are alternatives to spending substantial amounts of money to create a more secure home or business.

**Keep in mind that burglars fear two main things.....
Being seen and being heard!**

ALBURTIS POLICE DEPARTMENT

260 Franklin Street

PO Box 435

Alburtis, PA 18011

(610) 966-4778 Administration

www.alburtispd.org

police@alburtis.org

DIAL 911 for Emergencies
