



20 POINT EVALUATION OF RISK FACTORS

We suggest you fill in this questionnaire in the evening at closing time. This questionnaire will enable you to assess the layout of your establishment and determine how easy it may be to gain access. By answering the following questions, you will decide how you can improve the safety of your establishment.

We recommend that you begin your 'visit' by crossing the street in order to have an overall view of the building.

- 1. Could you hide in dark areas close to the entries and windows?
- 2. Could you climb on top of a vehicle or piled pallets to reach a window or the roof?
- 3. Once inside the store, could you steal freely without being seen by passers by?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

For these next questions, come close to the building and try to determine the factors that could make you more vulnerable to theft.

- 4. Did you hide or conceal keys outside that could facilitate access to your business?
- 5. Try to open the door. Is it solidly locked? Can you easily and quietly force it open?
- 6. Can you break the door pane and unlock the door to get inside?
- 7. Can you deactivate the alarm system from outside?
- 8. Can you easily force open the windows at the ground floor or basement, away from prying eyes?
- 9. Can you, once again away from prying eyes, force open the door which gives access to the warehouse?
- 10. By getting to the roof, can you have direct access to light wells and/or aeration hatches which could facilitate your entry?
- 11. Could you quickly seize expensive articles close to the door or shop window?
- 12. Can you park your vehicle at the back of the building, without being seen?

YES	NO
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A final series of questions.

Does the Close-Up Routine include the following factors?:

- 13. I have made sure that no one was left inside the premises : washrooms, closet spaces, cloakroom or any other possible hiding-place. *(do not forget that a person can hide in a space less than one cubic meter.)*
- 14. I have left the lights on inside so that the interior may be seen at all times.
- 15. I have left the lights on outside.
- 16. I locked the safe and left the cash drawer open and empty.
- 17. I have checked all the accesses to make sure that they are properly closed.
- 18. I activated the security alarm system.
- 19. I checked to make sure that the laneways and the yard are clear of objects lying alongside walls which could be used as a hiding-place or to gain access to the roof.
- 20. I properly blocked all accesses to the yard.

YES	NO
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<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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If you have answered **yes, at least once, to questions 1 to 12** you have identified a vulnerability zone. Each time you answered **no to questions 13 to 20**, you identified a vulnerability zone.

If you still have doubts as to the safety of your establishment, even after having modified or corrected some of the vulnerability zones detected in this questionnaire, call your local police to receive additional prevention and safety measures.

