

**Security is
everyone's
responsibility**

Together, we've got it covered.

Introduction

Do you know what suspicious activity looks like? Do you know what to do if you see something out of the ordinary? Remember, being seen to be vigilant and ready to engage with the public can also help deter criminals.

HOT protocol (unattended items)

H – Hidden

Not in general view and may have deliberately been positioned in a discrete area.

O – Obvious

This is when the item is obviously suspicious, signs of tape, wiring, batteries etc.

T – Typical

Not typical of the normal, everyday situation; out of the ordinary.

Police response (the 5 Ws)

- What is it?
- Where is it?
- When was it found?
- Why is it suspicious?
- Who are the witnesses?

Suspicious activity

Always be vigilant for people:

- Hanging in or around restricted areas
- Taking an interest in CCTV cameras
- Closely watching staff movements
- Appearing highly agitated or nervous

You know what's normal. Trust your instincts. Report any suspicions IMMEDIATELY. In doing so you are helping to ensure your safety and the safety of those around you. Don't forget the power of a simple 'Can I help you?'

If in doubt, DON'T ignore it.

Tell your supervisor.

Call your control room.

IMMEDIATELY on XXXX XXXXX

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