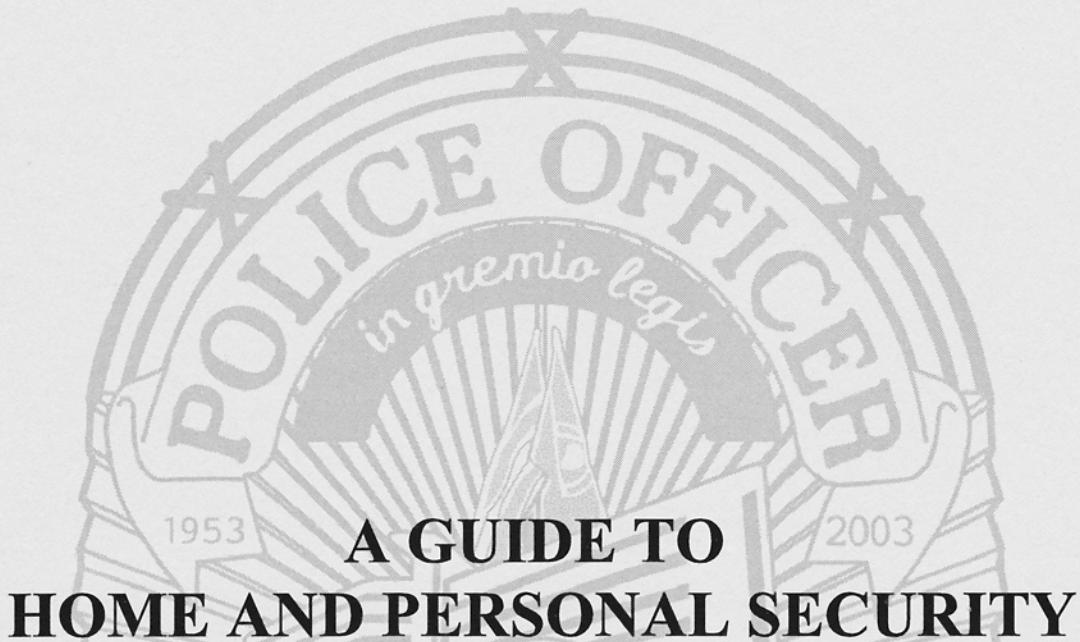


# CRIME PREVENTION



## A GUIDE TO HOME AND PERSONAL SECURITY

Compliments of the

**Bellevue Police Department  
Crime Prevention Unit**

(425) 452-6917

**Linda Pillo  
Chief of Police**



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# BELLEVUE POLICE DEPARTMENT

## Crime Prevention Unit

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### **Help Prevent This Guy From Being Successful**

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## **Residential Block Watch Program**

- 1. Operation Identification**
- 2. Burglary Prevention Tips**

### **THE BURGLAR**

Just because your neighborhood burglar has decided it's easier to steal than work for a living, does not mean you'll be able to identify him/her by appearance, actions or clothing. The illustrations on this page are not your typical burglar as we are led to believe. Juveniles, frequently those living in the area, commit many burglaries. The burglar could be anyone.

## INTRODUCTION

### **BURGLARY: IT CAN HAPPEN TO YOU!**

You return home from an outing. As you walk toward the house, you notice the door slightly ajar. On closer inspection you see the contents of your hall closet strewn about on the floor.

### **YOU HAVE BEEN BURGLARIZED!**

Throughout your house, traces of the burglary remain. Drawers are disheveled; coin banks are smashed; jewelry, guns, radios, VCR, TV, all is gone.

Police officers arrive with a barrage of questions: Were all the doors and windows locked? Is there a list of serial numbers for the missing items? Are any items marked so they can be identified if found later?

You never thought of those things? Then this booklet is for you. There are many simple and inexpensive things you can do to keep the burglar away or at least, reduce your losses.

Although it is virtually impossible to make your home completely burglar proof, most break-ins are relatively unsophisticated; and many are simply "crimes of opportunity." As a result, with a little effort you can bring your home to a point that will discourage most burglars from even attempting a break-in. The cost is relatively low in terms of time and money.

This booklet is designed to help you avoid making your home look like an easy target. There are simple, basic security measures that will make your home less inviting and, in doing so, cause the burglar to look elsewhere for an easier target.

## **BURGLARY:**

Burglary is officially considered a simple property offense, a non-violent crime. Unfortunately, some burglaries progress to robbery, armed robbery, assault, rape, murder, or arson. Amateur criminals or criminals who cannot make it in more lucrative crimes resort to burglary. If allowed to continue, the youthful offender may turn into a hardened and violent criminal.

A burglar may keep a fraction of his loot, but the usual purpose of his activities is to obtain items that can be sold to a "fence" in order to get funds to buy drugs, etc. The "fence" and his customers are important links in the operation. Residents should be alert to suspicious activities in their neighborhood such as: 1) a constant flow of strangers to and from a particular building at unusual hours, and 2) offers of merchandise at unusually low prices.

The modern criminal is MOBILE and QUICK TO ACT. He looks for the most vulnerable area for easy profit which could be YOUR loss!

### **THE BURGLAR SCOUTS YOUR NEIGHBORHOOD**

If a burglar has the know-how, the time, and can avoid detection, he can get into any home no matter how secure. The process is much easier than people realize since the average burglar does not use sophisticated techniques to enter a house. Unlocked doors and windows, easily defeated locks, and a general disregard for security habits are all open invitations to the burglar. He wants to enter your home in the quickest, easiest, and quietest way.

### **BASIC STRATEGIES TO DEFEAT THE BURGLAR**

These three important elements are part of a criminal act:

- 1) **DESIRE** - The criminal's desire to commit the crime.
- 2) **OPPORTUNITY** - The opportunity the victim provides the criminal.
- 3) **ABILITY** - The criminal's skill in his/her chosen profession.

Eliminating one element will help prevent the crime! In combating burglary, our goal is to remove the easy opportunity the burglar needs to enter a house.

Consider the "**FOUR Ds**" when you select ways to make your house less attractive to the burglar:

- **DETER** the criminal from attacking your house or business in the first place.
- **DENY** him access to the building if he tries.
- **DETECT** him if he does attack so that the police can respond immediately.
- **DELAY** him so he can be apprehended before he completes any crime to person or property.

## OUTSIDE YOUR HOME

Protect your home by starting where the burglars usually start - outside.

### LANDSCAPING

Look around. Are there large trees near the house? Prune lower limbs that could help a thief climb in second floor windows. Don't forget to trim trees and bushes so doors and windows are visible to neighbors. Think twice about installing high wooden fences-criminals can slip in and work unobserved with little fear of being caught.

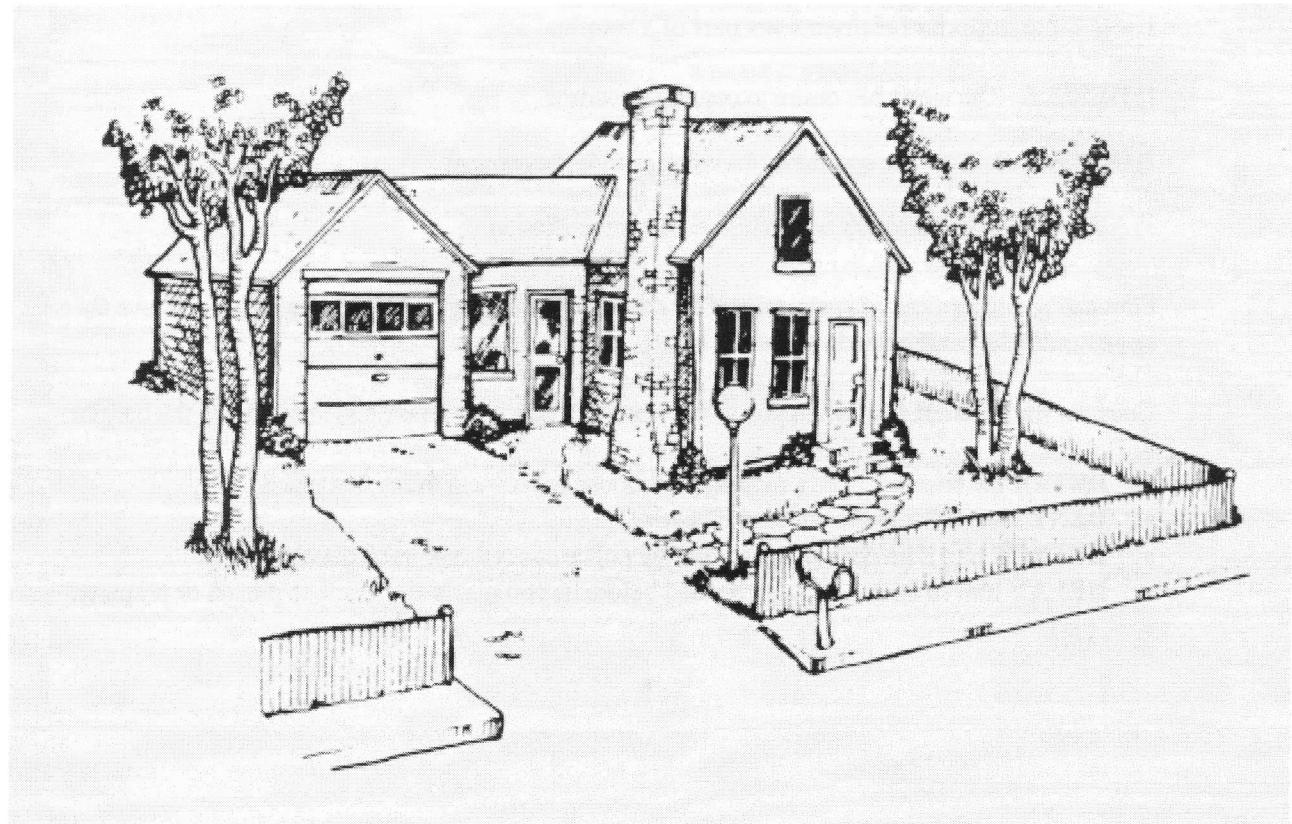
Remember to lock up ladders and tools. Ask your neighbors to do the same. Trellises look great, but place them where they can't be used as ladders to second floor windows.

### LIGHTING

Criminals most often avoid the light. Porches, yards, and entrances to your home and garage should be well lighted. Check with the Bellevue Police Crime Prevention Unit for suggestions about lighting. A spotlight may be best for your needs but other kinds of lights can work as well at lesser cost.

### YOUR HOUSE NUMBER

Make sure the Police or Fire Department can locate your house in an emergency. Your house number should be clearly visible from the street, day or night.



## WHAT CAN YOU DO?

To frustrate a burglar, reduce or remove his opportunities. Simple, practical crime prevention techniques, when implemented, are demonstrating overwhelming success at deterring the burglar.

Inspect all points of entry into your home.

The first step in helping prevent household burglary is simply to lock your doors and windows. Just by doing this you've greatly reduced the odds of being burglarized.

One thing you can be sure of is that the burglar is looking for the easiest job. Don't help the burglar! Make it as difficult as possible for a burglar to enter your home. Lock your doors and make your home look occupied when you're not around. There's a better chance the burglar will look for an easier break-in somewhere else.

## HOME SECURITY: TECHNIQUES AND DEVICES

### DOES YOUR HOUSE WEAR AN UNOCCUPIED LOOK?

**DAILY DEPARTURES: Before you leave the house vacant, day or evening -**

#### CHECK THE INTERIOR

- Small Valuables & Cash: Store in inconspicuous or camouflaged hiding places throughout the house, NOT the master bedroom, dining area, or refrigerator. Don't display valuable objects in plain view of windows.
- Inventory: Keep a complete list of your valuable items in a safe place (serial numbers, brand and model numbers & color photos).
- House Doors: Always lock and use heavy-duty deadbolt locks. Protect your keys. Only lend them to trusted friends or relatives. Replace the lock or re-key if the key is lost or stolen.
- Sliding Doors: Make sure the "Charley Bar" is securely in place (or see other suggestions in this booklet).
- Windows, Screens, and Storm Windows: Close, lock, and fasten all of these.
- Lights and Radio: Set your electrical timers to turn several lights ON/OFF during the evening hours to duplicate your normal patterns. A radio can be controlled by timer, an advantage during the day.

Telephone: Turn down the volume control of the bell to its lowest setting so that it cannot be heard from outside the house.

## **CHECK THE EXTERIOR**

Garage Door & Connecting Door to House: Lock both of these doors using heavy-duty locks.

House & Garden Equipment: Move all ladders, tools, lawn implements, garbage cans, and yard furniture to an interior storage area.

Deliveries: Install a mailbox large enough to conceal magazines and small packages (book-size). Arrange for pickup of items that may arrive during your absence.

Telltale Signs on Doors: Don't post messages that indicate your absence or time of return. Plan ahead so you can use other means of communication.

Car Parked in Driveway: Make sure it is locked. Leave it in front of garage door to block access to garage. (You might even ask a trusted neighbor to park his car in your driveway.) And don't leave your remote garage door opener in your car.

Repair window glass, door and window locks without delay.

**VACATION TIME PRECAUTIONS:** In addition to checking the interior/exterior of your home, attend to the following:

Valuables & Cash: Transfer property to a safe deposit vault and any extra cash to your bank account.

Stop Mail Deliveries or have a neighbor pick mail up daily and hold it until your return.

Contact a trusted neighbor or relative in the local area. Advise him/her of your plans and where you can be reached in the event of an emergency. Leave him/her a key.

Newspapers & Package Delivery: Arrange for a neighbor to remove papers, circulars, and any other items left perhaps unexpectedly on your premises. Stopping the delivery lets others know you are out of town.

Lawn Mowing: Schedule the grass to be cut to keep its normal appearance. Prune shrubbery and plants so that they will not become overgrown.

Garbage Pick-up: Ask a neighbor to use at least one can before each pick-up to maintain "normal" routine.

Automatic Sprinkler System: Turn it off.

## EXTERIOR DOORS

### SOLID CONSTRUCTION IS ESSENTIAL

All exterior doors should be solid and substantial. Hollow steel doors are also good protection.

Hollow core wood doors or rail and stile doors are particularly vulnerable to burglary attack. It is easy to hammer or kick a hole in a hollow wood door or knock out a panel of a rail and stile door. If the panel happens to be large enough, then the burglar may squeeze through. Also, the door could be unlocked by reaching through the opening.

Solution: Replace the insecure hollow wood or rail and stile door with solid wood, hollow steel, or a substantial composition door.

### DOORVIEWERS PROVIDE AN ADDED PROTECTION

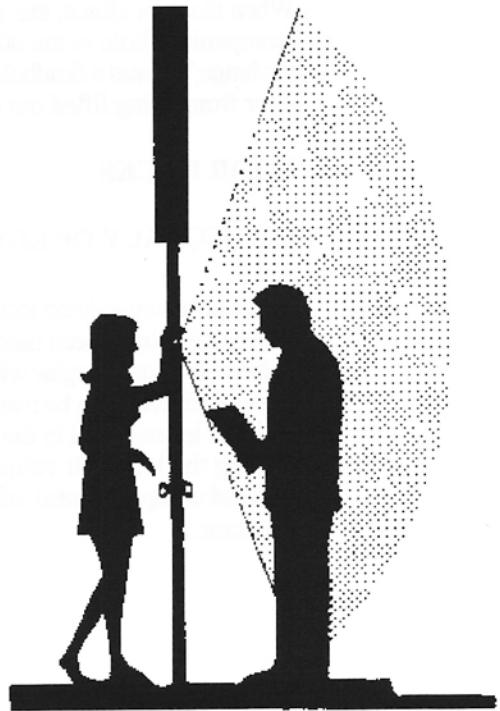
A 180 degree wide angle door viewer will enable you to identify a visitor. You can see him, but he can't see you. If your door has a mail slot, an interior hood will prevent anyone from looking through it into your house but will not interfere with mail deposits.

An important warning about CHAIN LOCKS! These are often used as a night latch, but they are NOT RECOMMENDED for security purposes. These traditional devices have two serious problems: The chains are weak, and they are surface mounted with short screws.

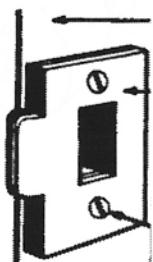
### HIGH SECURITY STRIKE PLATES & LONGSCREWS

The thin metal plate attached to your doorframe that receives the latch or bolt is called a "strike plate." Improved strike plates for locks are designed to partly compensate for the weakness of the soft-wood doorframe. Additional protection can be obtained with one of the high security strike plates now available which offer maximum resistance against forced entry.

Short screws have little holding power in softwood frames. They should be replaced with 2-1/2 to 3-inch steel screws which penetrate the frame and filler and go into the wall stud. When all of these building components are held together, there is much greater protection against attempts to split the doorframes.



Door Frame



Striker Plate

**2 1/2 to 3 inch screws - Strike Plate is mounted to door frame using long screws.**

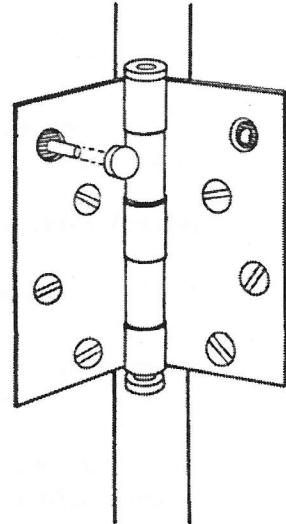
### TAMPER - RESISTANT HINGES

If the doors are INWARD-opening, the hinges are also on the inside, and they are safe from tampering. However, it is important to check that the screws holding the hinge leaves to the frames are 2-1/2 inches long to be secured. With OUTWARD-swinging doors, the hinges are exposed on the outside. All a burglar has to do is remove the hinge pins and then lift the door completely out of its frame.

#### Solutions:

1. Replace these hinges with fixed pin or fast pin hinges, which are designed with either no hinge pin at all or have pins that can't be removed.

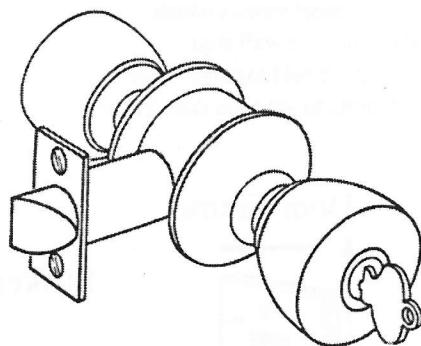
2. Make simple modifications to the original hinge if replacement is not feasible. Remove one screw from each hinge leaf so that there are two empty holes opposing each other. Screw a short headless bolt into one empty hole, leaving 1/2 inch sticking out. When the door closes, this projection enters the empty "companion" hole in the other leaf. This remedy, called "pinning the hinge," creates a deadbolt effect, thus preventing the locked door from being lifted out of its frame.



### DOOR LOCKS

#### INADEQUACY OF KEY-IN-KNOB SETS

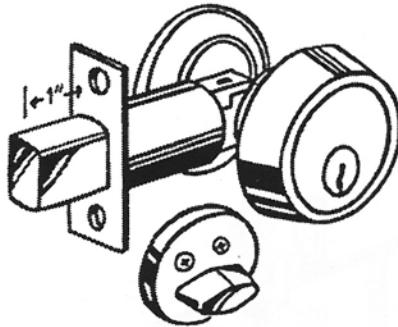
The popular key-in-knob lockset is used on many new homes. These locks, which have been used in homes since 1945, are highly vulnerable to any burglar with a screwdriver and a wrench. The short spring latch can often be manipulated with a credit card. The lock's cylinder is contained in the knob where it can be attacked, making the latchbolt vulnerable. Such inadequate locks should be replaced or supplemented with heavy-duty locks which is burglar resistant.



## CYLINDER DEADBOLT LOCKS ARE ESSENTIAL

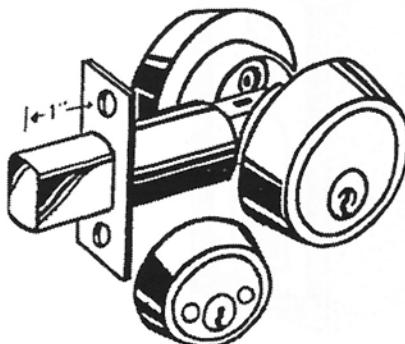
**CYLINDER DEADBOLT LOCKS:** The deadbolt is square-faced and not spring loaded. It cannot be easily pried or shimmed. The long-throw deadbolt with a one-inch extension is excellent protection against frame spreading. Better protection is provided by an interlocking deadbolt that interlocks the door and frame to prevent frame spreading.

**THE SINGLE CYLINDER DEADBOLT:** This auxiliary lock opens from the outside with a key and from the inside with a thumb piece that rotates to operate the bolt.



**THE DOUBLE CYLINDER DEADBOLT:** This lock requires the use of a key to open it from both inside and outside. It should be used if the lock is within 40 inches of a glass panel (or other opening) which would permit the burglar to reach in and unlock a single cylinder deadbolt from the inside.

**CAUTION:** This type of lock can be a hazard in the event of a fire. If this door is a potential fire exit, use other security measures instead of the double cylinder deadbolt lock.

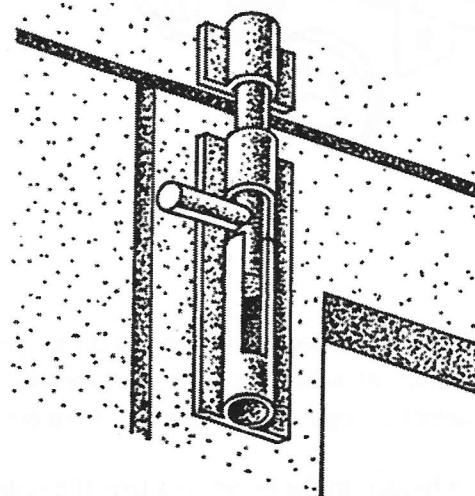


## HEAVY - DUTY BOLTS FOR DIVIDED OR DOUBLE DOORS

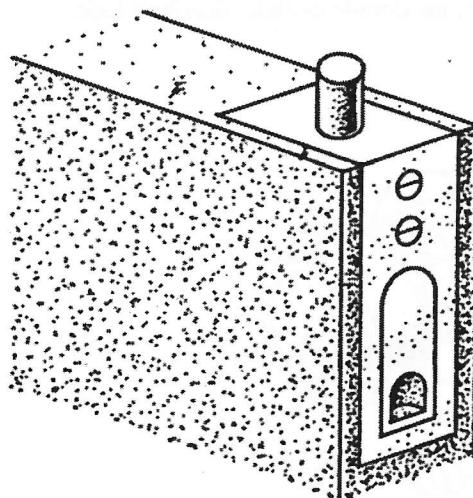
French doors, and Dutch doors are very popular and useful in suburban homes. In addition to locking the movable door sections with cylinder deadbolt locks, it is important to reinforce the double sections with heavy-duty surface bolts of some type.

MORTISED BOLTS are installed in a chiseled out recess in the edge of the door. This bolt is locked with a flip of the finger. They are effective in bolting the top and bottom of a French door to the frame.

SURFACE-MOUNTED SLIDE BOLTS of heavy-duty construction are useful for a number of purposes especially sliding doors and windows and the bottom of the Dutch door. When double doors are locked, there should be no play between door sections and frame.



Surface Mounted  
Barrel Bolt



Lever Flush Bolt

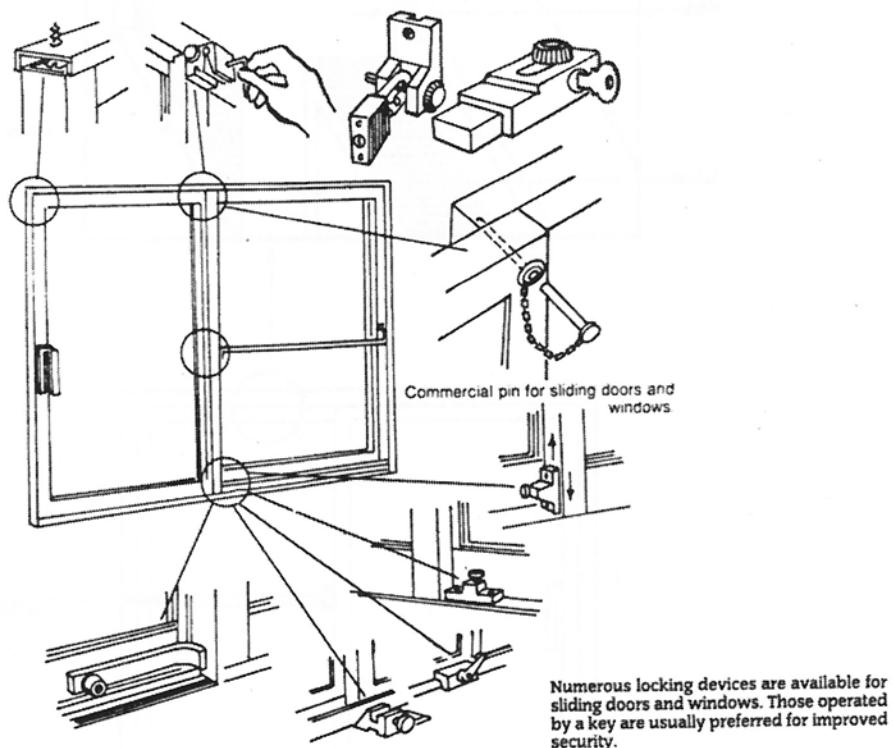
## **SPECIAL DOORS REQUIRE SPECIAL PROTECTION**

## SLIDING GLASS DOORS

Sliding glass doors are a temptation to any burglar. The locks on most of them are simple spring-loaded latches, that can be lifted with a thin metal shim or quickly forced with a prybar. Even worse, most patio doors can be lifted or pried out of their frames entirely from outside the house. Three No. 8 or 10 sheet metal screws installed in the upper channel of the frame and extended just so the door clears can prevent the door from being lifted out while in the closed position.

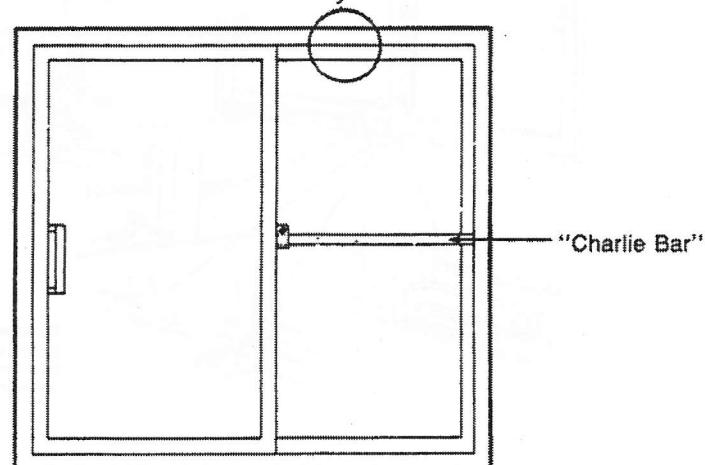
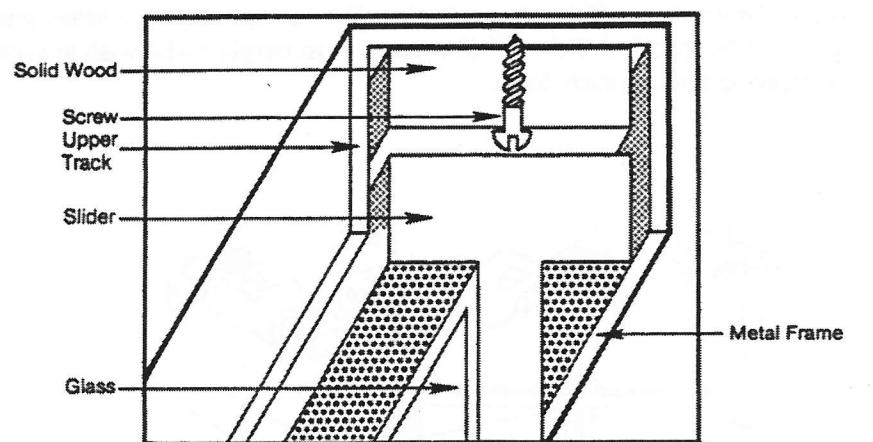
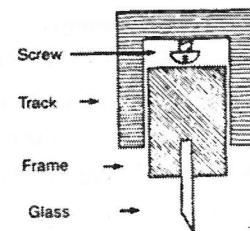
### Solutions:

A large number of pin-type locks are made for sliding glass doors, which prevent them from being jimmied, lifted, or shimmed—even if the glass is broken. For extra protection, a heavy grade of shatterproof glass can be specified. This will discourage most burglars who wish to avoid the noise and effort required breaking through such doors.



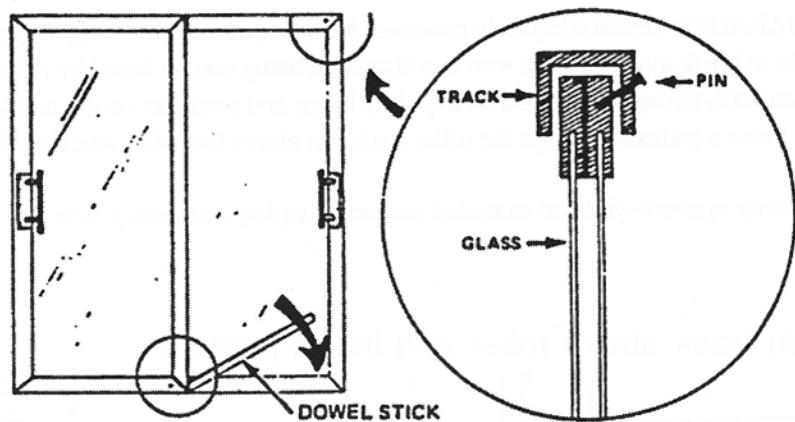
**CAUTION:** A piece of wood in the door track can be defeated!

Screws in the upper track prevent lifting the door out of the track. "Charley Bar" may be purchased or made from a piece of wood and placed in the bottom of the door track.



A sliding glass door can be secured so that it cannot be opened or lifted out of its track, even when the lock has been removed or broken. Drill a 1/4-inch diameter hole horizontally through the top channel and continue into the top portion of the sliding door frame when closed. By placing a solid metal pin or bolt into the hole, the door will be held securely in place. When not in use, the pin can be attached to a cord or light chain and dropped through a screw eye adjoining the door. Extreme care must be used when drilling to avoid contact with glass that could cause breakage.

The use of a "CHARLEY BAR" stabilizes the door. There is an alternative homemade method to prevent the sliding door from being forced open by using doweling cut to fit in track. This is minimum protection and can be defeated.



**THE PURPOSE OF SECURING A SLIDING DOOR IS TO KEEP IT FROM SLIDING OR BEING PRIED UP AND OUT OF THE TRACK**

## LOUVER AND JALOUSIE WINDOWS

Louver glass doors or windows are difficult to protect because the individual panes of glass may be easily removed. Attractive GRILLS OR GRATES can be used to cover the louvered area for additional security. Caution: If installed in bedrooms or on doors needed for emergency exit, these metal grills should be hinged to open from the inside. Otherwise, they could prevent escape to safety in the event of fire.

## GARAGE DOORS SHOULD BE KEPT SECURELY LOCKED

All garage doors should be closed and locked at all times with a good CASE-HARDENED PADLOCK if no heavy-duty lock is installed already in the door. Most residential garages contain tools and various equipment. Even if the burglar is not interested in stealing the equipment, he may use your own tools to break into the house.

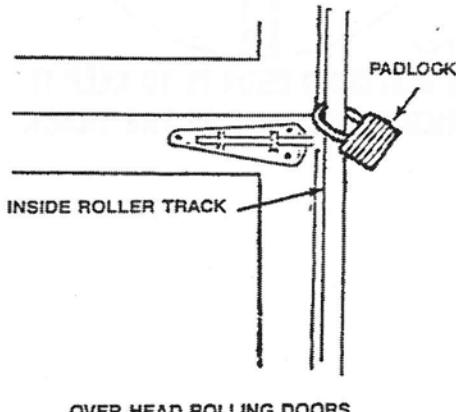
### Solutions:

**DETACHED GARAGES:** Hardened steel hasps and case hardened padlocks are recommended on the outside to prevent lifting or swinging doors. All screws should be concealed when the device is in the locked position.

**ATTACHED GARAGES:** Unless adequately protected, the interior door connecting the garage to the house allows the burglar to break into the house with less chance of being seen or heard by others. Install deadbolt locks on walk-through doors. Use heavy-duty hasps and padlocks on the inside of the lifting or swinging door. Place a padlock through the roller track just above the roller wheel as illustrated.

**NOTE:** Garage door openers-while on extended absences, unplug unit from power and secure automatic opener devices.

### Drill hole in track above roller and insert padlock

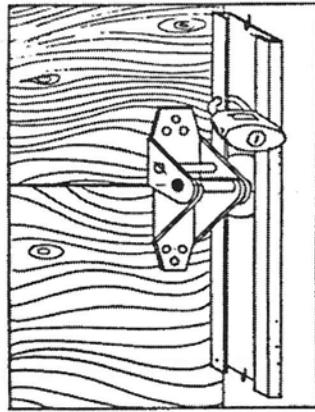


OVER HEAD ROLLING DOORS

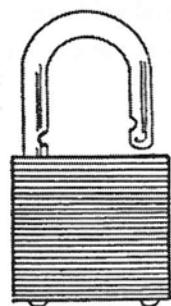
### HEAVY-DUTY PADLOCKS

Record and then remove any identifying numbers on a padlock before using it for security purposes. This prevents the burglar from ordering a duplicate key made to fit it.

Assaults are made on padlocks with bolt cutters or prybars. Quality padlocks have the following: 1) laminated or extruded cases, 2) hardened steel shackle with a minimum diameter of 9/32 inch, 3) a double-locking bolt providing heel and toe locking, and 4) at least five pin tumblers in the cylinder.



Padlock to Protect  
Overhead Garage Door



Heavy-duty Padlock

## WINDOWS NEED SPECIAL LOCKING/SECURITY DEVICES

Windows serve two functions: They admit light through glass panels; they usually open for ventilation. Their construction and design create two basic security flaws:

- The individual window sashes fastened with ordinary latches and short screws offer little resistance to burglar tools. They can be slid or forced open easily unless precautions are taken to bolt or keylock them securely.
- Although the burglar incurs some risk of detection or injury, glass can be broken easily. Generally, if a burglar does risk breaking glass, he does so to reach through and unlock a window or door from the inside. Burglars are reluctant to crawl over sharpened edges of broken glass for obvious reasons.

### PROTECTION FOR PARTICULAR TYPES OF WINDOWS

#### DOUBLE HUNG WINDOWS

These windows are designed with two moving sections, a top half that can be lowered and a bottom half that can be raised. The burglar knows several methods to open them without breaking any glass. Often a burglar will force a window open with a stout prybar. Standard crescent sash latches used on most double-hung windows offer little resistance to prying, even when brand new. After the wood sash ages with exposure to sun and moisture, the forcing of a crescent latch becomes quick and simple. Even windows stuck tight with paint can be forced open from the outside. If the window is constructed of steel or aluminum, these latches are slightly more difficult to force. Another burglar technique is to slip open the latch itself using an appropriate tool.

#### Solution:

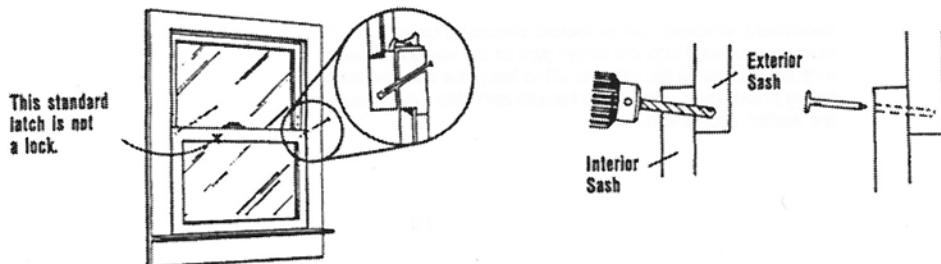
Double-hung windows can be PINNED to frustrate prying and manipulation. Several inconspicuous pinning devices, which secure the sashes from sliding, have been manufactured for home use. When inserted into the overlapping sashes, these pins will hold the window sections in position.

A practical do-it-yourself method is to drill a hole through the inside sash plus three-quarters of the way through the outside sash at an angle which slopes down (as shown), inserting a 1/4-inch diameter carriage bolt to act as a PIN. The length of the bolt should be selected (or cut) so that its head is almost flush against the window frame. The diameter of the hole must be large enough so that the carriage bolt can be slid in and out easily whenever the window is opened or closed.

These same pins can also protect Windows that are left open for ventilation. Drill a second hole in the outer sash five inches above the first (closed position) hole. The inner sash can be raised to this position and the bolts inserted for security.

You can also install crescent sash latches that actually can be locked with a key. If multiple windows are secured by this, one key fits all.

DOUBLE-HUNG WINDOWS have two sections with a latch between.



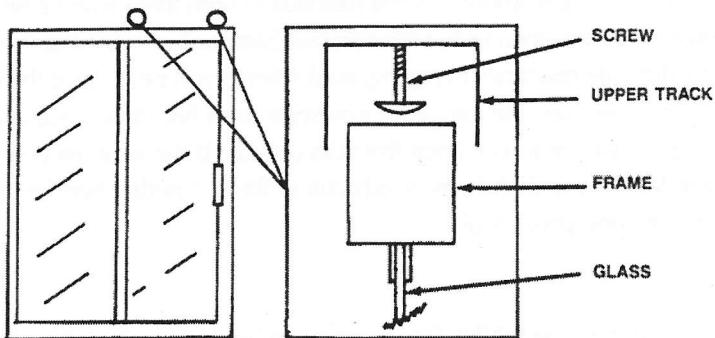
## HORIZONTAL SLIDING WINDOWS

Protect these just like sliding glass doors.

MOST SLIDING WINDOWS CAN BE PRIED UPWARD AND LIFTED OUT OF THE TRACK.

Reduce vertical clearance between sliding window and track.

- a. Slide window to open position.
- b. Install two 1x12 screws in the upper track above the window (when in closed position). One screw should be installed at each end of the sliding window.
- c. Adjust screws to allow for minimum clearance between top of window and screw heads.
- d. Install a good supplemental lock to further resist prying and shimming.



## CRANK OPERATED CASEMENT WINDOWS

Special locking devices are available and reasonably effective for the different sizes, shapes, and materials used for constructing these windows. It is advisable to consult your crime prevention officer for the latest information about the best security devices for your own casement window.

**Casement or crank windows**



Casement windows can be locked closed by using an "L" bracket screwed into the lower part of the window. Insert a removable steel pin into the sill to keep the window from being pried open. The crank handle can also be removed for added protection.

## **WINDOW GLASS**

You can now consider using various acrylic windowpanes in place of traditional glass, which are capable of resisting a considerable amount of force (providing, of course, that the window frames are also of suitable strength).

Also available are 4 mil. thickness films that, when applied to the outside surface of glass windowpanes, offer a security coating capable of resisting considerable force.

## **ALARM SYSTEMS**

Case studies reveal most burglars are deterred by the mere presence of an alarm system. Burglars attack unprotected homes five to six times more often than homes protected by alarm systems, so an alarm is something worth considering.

The type of system that will be best for you depends on many different factors of your security needs (namely type of premise to be protected) and your lifestyle.

It will be important to shop around. What may appear to be an alarm system "bargain" could actually prove to be a severely compromised or extremely limited alarm system.

Depending on the system, the skill required in installing it on your own ranges from a little to a lot. Often, the wiring of a system is not the only thing you need to know about. Sensor location can make the difference between a system that works properly and one that is a false alarm nightmare.

If you want a comprehensive alarm system, and/or a monitored system, a professional installation might be well worth the expense. Most of what you pay for is labor, because it takes a lot of skill to install such a system. That skill can help eliminate the many false alarms caused by guesswork and faulty workmanship, thus saving you stress and false alarm billings.

You may consider having medic and fire sensors installed along with your burglar alarm system since your total package price won't be much different but your protection will be significantly improved. Have the alarm company give you a bid on both.

An ideal system protects the perimeter (i.e., doors and all vulnerable windows) of a home or business. An ideal system also has a second line of defense which would be interior protection.

## **REMEMBER**

An alarm system won't make your home burglar proof, but will contribute to your overall safety and sense of security. Consider an alarm system only after you've installed good locks and a smoke detector.

## **LIGHTING - ITS DETERRENT EFFECT**

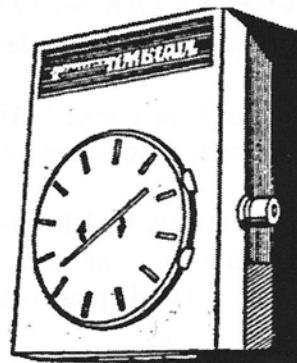
(One of the most important factors in Crime Prevention)

### **INTERIOR LIGHTS**

Create an "at home" appearance at night with a normal lighting sequence for lamps in several locations. When you expect to be away from home, pre-set electric timers to turn on lights at appropriate evening hours, then off again at your normal retirement hour. Whatever timing devices are employed, be sure to check both the accuracy and exterior effect of the entire cycle ON/OFF sequences, including their AM/PM settings. Do this several days before leaving the house unoccupied so that corrections can be made to maintain maximum security. Most timers also have a "variable" setting that you may choose. Use of this may be better adapted for use with radios. It's best to keep light patterns to your normal patterns.

Use at least one timer on each floor to create the impression that several persons are at home. The "single light lamp in the front of the big picture window" is an obvious tip-off to the burglar.

**Use automatic timers  
to turn on lights,  
a radio or television  
at an appropriate time.**



### **EXTERIOR LIGHTS**

Burglars thrive in dark and hidden places where the likelihood of detection is slight. By eliminating all such places next to your home, the burglar's chance of being spotted is vastly increased.

The regular use of exterior lights makes it very difficult for an intruder to determine whether the house is really occupied.

**PATIO OR FLOOD LIGHTS** are effective if mounted on a house, trees, or poles in such a way as to avoid glare and harsh shadows around lighted areas. This often makes it impossible to spot a burglar. They generally have higher energy costs and leave shadowed areas.

**MERCURY VAPOR, LOW PRESSURE SODIUM and FLOURESCENT LIGHTS** can be adapted for residential use. Where illumination is required for a wide area, lights have built-in photoelectric cell systems; and these yield a more uniform illumination than conventional incandescent lamps. Their longer life span plus higher lumens of light per watt are distinct advantages for the homeowner.

Even considering higher energy costs today, electric lighting is one of the best investments for home security. Exterior lights operate for pennies a night.

## PROPERTY IDENTIFICATION ASSISTS RECOVERY

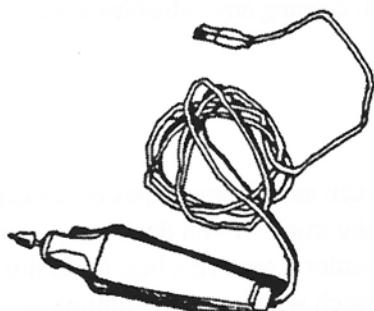
### BENEFITS OF OPERATION IDENTIFICATION

Burglars seldom steal for their own use. They want items they can "fence" and turn into ready cash. These are mass produced look-alike items that the owners probably can't identify. Only a small percent of all stolen property is presently recovered. However, if the property is marked or has any distinguishing features, it can't be easily sold. Chances are the burglar won't take it.

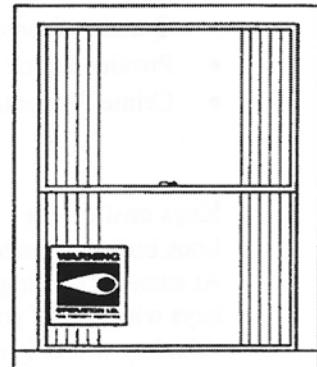
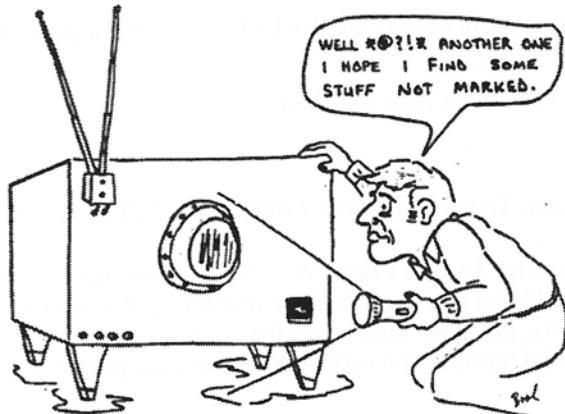
The purpose of **Operation Identification** is to deter the burglar from your home or from taking your property when he discovers items are marked with your Washington Driver's License number. Operation Identification also promotes recovery of your valuables if they happen to be lost or stolen anywhere in the country. In the event the property is stolen, operation identification makes prosecution of the burglar or the "fence" easier which is an important factor in crime reduction.

MARK YOUR VALUABLES FOR EASY IDENTIFICATION

WA D.L.  
SMART 123 XX



MARK YOUR VALUABLES FOR EASY IDENTIFICATION



To make this program truly effective, you can display "Operation Identification" window and door stickers prominently at your home so the burglar is forewarned that your valuables are identified. This is a psychological deterrent to many burglars.

Protect your valuables. Engrave your Washington State Identification Card or Driver's license number in visible, non-removable part of each item. Stolen items that are not marked are rarely returned to their owners. Keep an inventory of your valuable property.

### HOME BURGLARY PREVENTION SERVICES

### **Crime Prevention Services**

- Crime Prevention Officers will come to your Home/Apartment and analyze Security needs, making appropriate recommendations as to how you can better secure your Home/Apartment against the Burglar.
- Crime prevention services are free within the City of Bellevue.

### **Block Watch Services**

Police Crime Prevention Officers will coordinate a Block Watch meeting which will be held in your home.

- An overview of Bellevue Burglary Problems.
- Film on Residential Burglary Prevention.
- Display of Locks and Locking Devices.
- Q and A Session.
- Provide Block Watch Representative with localized Crime Information, as it is available.
- Crime Prevention Information Phone Number (425) 452-6915.

## **AUTO THEFT AND VEHICLE PROWLING**

### **Keys and Locks**

Lock both the ignition and the doors. (Remember that a lock is not a lock unless you lock it.)

At attended parking lots, leave only the ignition key with the car. Take the trunk key and all your other keys with you. If your ignition key and the trunk key are the same, look into getting a valet key. A valet key will only operate the door lock and ignition keeping any valuables in the trunk safe.

### **Parking**

#### **On the street:**

- First, find a well-lighted area.
- Don't invite a break-in by leaving valuables, such as cameras, tapes or packages, in plain sight. Either take them along or lock them in the trunk. If you don't have a trunk, put them as much out of sight as possible, on the floor or under a seat. (It's best to do this before you get to the parking spot, so a potential thief can't watch where you are putting your valuables.)
- Remember to lock your car.

#### **In your garage:**

- It's always a good idea to keep your garage doors closed and locked. That way, a potential burglar won't see when you're away from home.
- Make it a habit to lock your garage door as well as your car doors.

#### **Tape Decks and CB's:**

Tape decks and CB radios are valuable and popular. They are frequently stolen from cars. That's another reason to lock all your doors as a matter of habit.

Also engrave your driver's license number, preceded by the state letters (WA. D.L.), on any removable equipment. That's part of Operation Identification. When you've marked the property, put a one-inch Crime Watch sticker on the side windows, to let the potential thief know that your valuables are marked. And record the item's brand name, model number and serial number in your property inventory.

## Theft-Deterrent Devices

You can increase the security of your vehicle by adding one of several theft-deterrent devices that are available in auto or hardware stores. Or, you (or a mechanically inclined friend) can make your own.

The major types of devices are:

- Switches which interrupt the fuel or electronic systems.
- Special locks for the hood, brakes, door or steering column.
- Alarms, using either a sound or light warning.

Special locking devices are also available for marketable parts of a vehicle, including the battery and tape deck.

Locking gas caps can keep your gasoline from being siphoned. And they will limit the amount of driving a thief can do on one tank.

## MOTORBIKES & MOTORCYCLES

### Prevention Tips

At home, keep the bike in a locked garage or basement. Extra security will help. For example, use a casehardened chain to lock the bike to a pillar or wall fixture. Such locking is even more important if you don't have a lockable garage.

When traveling, pick well-lighted, visible parking places. And carry a casehardened chain and sturdy padlock to secure your bike when you park it. (The chain should be at least 3/8" thick and covered with plastic or an inner tube, to prevent scratching the bike's finish. A cable is lighter, but it can be easily cut.)

## **PERSONAL SECURITY**

What does Personal Security mean?

Personal Security means knowing how to avoid becoming a victim of a personal assault. A person needs to become aware of locations and situations where personal assault might occur and avoid them.

Personal Security means knowing the facts. Personal assault can happen to anyone, anywhere, anytime; in public or in your home, day or night.

Personal Security means knowing what to do if you become a victim. Consider your alternatives ahead of time and practice possible responses.

Personal Security means knowing no single piece of advice will prove valid in all personal assault situations. No one can tell you whether you should fight back, submit, or resist. The action you take must be based on the circumstances (the confrontation environment, your personality, and the type of motivation of the attacker) and your own judgment.

The following are some tips that can help you in protecting yourself.

### **Security at Walk-up ATM's:**

1. Always observe your surroundings before conducting an ATM transaction. If you are driving to an ATM, park as close as possible to the terminal. Observe the entire area from the safety of your car before getting out. If you see anyone or anything that appears to be suspicious, leave the area at once.
2. If an ATM is obstructed from view or poorly lit, go to another ATM. Report problem to the financial institution that operates the ATM.
3. When possible, take a companion along when using an ATM, especially at night.
4. Minimize time spent at the ATM by having your card out and ready to use. If the ATM is in use, give the person using the terminal the same privacy you expect. Allow them to move away from the ATM before you approach the terminal.
5. Stand between the ATM and anyone waiting to use the terminal so that others cannot see your secret code or transaction amount. Once you have completed your transaction, take your money, card, and receipt and immediately move away from the terminal.
6. NEVER write down your PIN number on your ATM card or a piece of paper that labels what that number is. Your PIN number should never be given out. Not even to family members or bank employees. It is a confidential number that is unique to you. Memorize it and keep it there.
7. If you see anyone or anything suspicious while conducting a transaction, cancel your transaction and leave immediately.
8. If anyone follows you after making an ATM transaction, go immediately to a crowded, well-lighted area and call the police.

## **Security at Drive-up ATM's**

1. Keep your engine running, the doors locked, and the windows up at all times when waiting in line at a drive-up ATM.
2. When possible, leave enough room between cars to allow for a quick exit should it become necessary.
3. If an ATM is obstructed from view or poorly lit, go to another ATM. Report the problem to the financial institution that operates the ATM.
4. Before rolling down the window, observe the entire area around the ATM. If you see anyone or anything that appears to be suspicious, drive away from the area at once.
5. Minimize the time spent at the ATM by having your card out and ready to use. Once you have completed your transaction, take your money, card and receipt and immediately drive away from the terminal.
6. If you see anyone or anything suspicious while conducting a transaction, cancel your transaction and leave immediately.
7. If anyone follows you after making a transaction, go immediately to a crowded, well-lighted area and call the police.

**With a bit of care and caution, you can avoid becoming the victim of an ATM criminal.**

## **AT HOME**

Do everything feasible to protect your premises from a would-be intruder. In addition to securing doors and windows, using lights, and watching the neighborhood, use "personal security" techniques to keep from being caught off guard.

- DISCUSSIONS IN PUBLIC about scheduled activities, vacations, absences from home, or job routine can be overheard and passed along to a burglar. Teach children at an early age not to give away information over the phone to indicate who is home, who is away from the house, or when they might be expected to return home. The simple answer to any caller is "My mother/father is BUSY NOW. Tell me your number so she/he can call you back."
- DONT UNLOCK YOUR DOOR TO STRANGERS (or depend on a door-chain). Require deliverymen and servicemen to show identification that you can verify by calling their business office. Never unlock the main entrance door of your apartment building until absolutely certain who has signaled your apartment. Then use your door viewer to double check who is approaching your door. (Call the police if you have any suspicions BEFORE opening the door.)
- SINGLE WOMEN (or anyone AT HOME ALONE) should create the impression that the house is occupied by more than one person. Lamps and radios in other rooms can be sequenced to turn on and off with timer controls. A man's hat, pipe stand, and picture are useful props to have around. Women should use initials rather than first names for the phone book, mailbox, house signs, and return address. Never allow a stranger in the house to use the telephone. Offer to make the call yourself if the person needs assistance. If a stranger phones and asks to speak to your husband, ask for a number where your husband may return the call after he finishes his shower, etc. If necessary, invent a brother, friend, or husband who is on the premises with you.

- IF THE BURGLAR IS INSIDE YOUR RESIDENCE while you are home, avoid confrontation! If you are in a "secure room" (solid door, heavy-duty lock, and telephone which some persons prepare for themselves), you are in a good position to call the police immediately. Otherwise, wait until the intruder has gone. Your Safety is more important than valuables!
- IF THE BURGLAR IS OUTSIDE the building while you're inside, make noise; start a loud conversation with "Joe," call the "dogs!" Turn on more lights to let the burglar know the house is occupied, but don't reveal your location. Immediately call the police and stay on the phone to give and receive more information. Report the exact location of your house and the number of occupants inside, and describe vehicles and persons involved in the attempted entry.  
Don't hesitate to alert police about suspicious noises outside doors and windows.
- SUSPICIOUS SIGNS THAT YOUR HOUSE HAS BEEN DISTURBED when you return home could indicate a burglary. He could even be inside. Leave the area, call the police, and don't enter your house until it has been checked out.
- IF CONFRONTATION OCCURS, remain calm and be cooperative! Meanwhile, concentrate on the intruder's appearance, clothing, speech patterns, vehicles, and accomplices for future identification.

## AWAY FROM HOME

To protect oneself in public areas, use every precaution to avoid any possible contact with a potential attacker. Robbery, Battery, and Rape are all crimes of close proximity. While walking or working by oneself, observe these vital precautions:

- Remain Alert to your immediate surroundings, especially to unexplained sounds, smells, drafts, or shadows.
- Vary the departure times and routes of your daily procedures.
- Recognize in advance potential one-to-one situations that could threaten your security. Then try to avoid them.
- For daily travel and activity, select populated, well-lighted areas even though not as convenient. Avoid any location where one could be isolated or taken by surprise. Never take shortcuts through parks, woods, empty lots, or secluded passageways. Keep your distance from doorways, dark recesses, alleys, large statuary, parked cars, and dead-end passages.
- Where possible, don't display valuable jewelry; don't dress in a manner which attracts the attention of criminals.
- Be ready to act decisively when there's even a suspicion that someone may compromise your personal safety.
- Walk facing the approaching traffic on a well-lighted street. If you feel threatened when a car stops near you, RUN in the opposite direction the car is headed.
- Keep a steady pace when walking alone so you can determine whether anyone is closing in from any direction. If so, cross the street (or floor area) providing it is well lighted. Do an about face in a corridor; enter an office, restaurant, or store where there are people and lights.
- Be cautious when entering unattended automatic elevators or public restrooms. Avoid loiterers or anyone who makes you feel uneasy, unless there are other people present.

## IN THE CAR

When commuting or traveling the highway, protect the "perimeter" of your car as you would your house! Keep all doors locked and windows closed whether you are driving or leaving it parked. This includes the sunroof, which one is apt to overlook. If a window must be kept open for ventilation while driving, select one that you can close quickly if threatened.

- Maintain your car in good running order and check the gas gauge before each trip. Know how to reach your destination, and always carry an accurate map and a good flashlight.
- Avoid stopping your car for unexpected roadside situations. If you notice a stalled car, you can report it to the nearest law enforcement agency. Never pick up hitchhikers.
- In the event you have car trouble, raise the hood, tie a white cloth to the antenna or door handle, and **stay inside your locked vehicle** until help arrives. If a Good Samaritan stops, keep windows closed, but ask this person to call the police.
- If another car follows you or menaces your driving, continue traveling well-lighted streets that have a good volume of traffic. Don't exit onto side streets. **Never drive to your own house** while you suspect you might be followed. In the midst of multi-lane traffic, try to let the troublemaker pass. If that fails, attract the attention of other motorists by blowing your horn repeatedly or flashing lights. Adjust your speed to avoid stopping for traffic lights. If forced off the road, remain in your locked car with all windows closed. Be prepared to reverse and drive away to escape.

- Keep the car in gear whenever stopped at an intersection. If anyone tries to force his way into your car (on the street or in a parking area), blow the horn, remain inside, and try to drive away. In order to escape, it **may** even be necessary to go through a red light. **If so, use extreme caution.** When threatened, drive directly to the entrance of any police or fire station, lighted restaurant, or retail store somewhere where there are lights and people.
- When parking the car in public lots and streets, select a space which will be well lighted and in full view of attendants or passersby when you return. Always check the complete interior of the parked car before re-entering, even though it was locked before you left it. Avoid returning to it carrying large packages in both arms, and be sure to have the car door key in your hand ready to use. If upon returning you notice your parked car looks disabled or blocked, by something, don't stop to check it. Keep walking and contact proper authorities for help.

**IN THE EVENT OF A SURPRISE ATTACK,** certain tactics could reduce the threat of serious harm. The first moment you suspect you are about to be attacked, try to escape toward lights and people. Do anything to attract attention to you, (scream, blow a whistle, break glass, etc.)

If the criminal is armed and it is too late to escape, cooperate! When threatened with rape, stall with conversation and be alert to any opportunity to reach a populated, lighted area.

The risk of trying a counterattack is advisable **ONLY** when one is threatened with serious bodily injury by an armed attacker who overpowers you. If this is the last resort, attack and make it count. Try to break loose and perhaps disable the attacker so that he can't pursue. Hit him where it hurts; eyes, nose, windpipe, shins, groin, kneecaps, or bend back fingers.

But remember, no one can guarantee to you the right method of defense that will work every time. It depends on you and the situation. Knowing your options ahead of time could be of great help.

## **UNUSUAL SITUATIONS: WHEN TO CALL THE POLICE**

**Emergency 9-1-1**

**Non Emergency (425) 452-6917**

Be suspicious of "something odd" that catches your attention in the neighborhood even though you can't ascertain all the facts right at the moment. Concentrate on license numbers and the best possible description of vehicles or persons involved in the incident. (See Suspect Description chart.) Phone the police immediately. Identify the location and stay on the phone and provide additional information that could assist the responding officers. Even if no crime has yet occurred, a would-be burglar is quickly discouraged from attempting anything in a neighborhood where he's been observed and/or questioned time and time again.

Avoid any confrontation or dangerous involvement in the incident itself! Your prime responsibility is your own safety at all times. Summon help from the proper authorities.

What kinds of "odd" situations should one report to the police? The following examples indicate suspicious circumstances that often accompany local crimes. You being alert could save someone from becoming an innocent victim! Dial 911.

**A STRANGER ON THE PREMISES:** An unidentified person entering your neighbor's house or garage during his absence. Anyone crossing your yard or a neighbor's property. Someone trying a doorknob or tampering with or around windows, patio doors, garage doors; an unmarked truck or van or a moving van pulling up to the neighbor's house while they are away. Burglars often infiltrate residential areas under the guise of door-to-door salesmen or businessmen with uniforms, tool kits, clip boards, executive-type clothing, briefcases, phony identification and insignias.

**CERTAIN PORTABLE ITEMS:** A stereo or TV, for example, being carried by someone at an unusually late hour or in an unusual place, especially if the item is not wrapped like a recent purchase. Also a quantity of similar items in a car or van in the area which apparently does not belong to a local tradesman could be part of a fencing operation.

**SOUND OF BREAKING GLASS, SPLINTERING WOOD, OR METAL BEING DISTORTED** (banged, cut, or pried): This could indicate a possible burglary, vandalism, or theft in progress-especially if there are no lights or other signs of building repair and construction in that direction.

**PARKED VEHICLES WHICH BELONG IN THE NEIGHBORHOOD:** Anyone observed peering into vehicles as they walk down the street; someone removes license plates, gasoline, or accessories from a vehicle; someone attempting to enter a vehicle using a coat hanger or other device. Never assume that it is the owner who has mistakenly locked his keys in his vehicle. Be suspicious of anyone tampering with the doors, hood or trunk of a vehicle.

**SUSPICIOUS PARKED VEHICLES:** An improperly parked car, an abandoned vehicle, someone leaving one vehicle parked and driving away in another.

**AN INDIVIDUAL BEING FORCED AGAINST HIS/HER WILL:** Into a vehicle or more secluded area could indicate a possible abduction or attack on the person. Don't go over to investigate it yourself! Call for help immediately. Dial 911 and maintain visual observation of the incident.

**LOITERERS:** Persons lingering around schools, parks, secluded areas, or other parts of the neighborhood that are not engaged in meaningful activity. These could be possible sex offenders or burglars waiting for an opportunity. Often these kinds of criminals are ignored because they are known or live or work somewhere in the community. Report individuals who appear to be under the influence of drugs or alcohol.

**"BUSINESS" TRANSACTIONS AT UNUSUAL LOCATIONS OR HOURS:** Apparent business transactions conducted from a vehicle, especially around schools or parks, or if juveniles are involved. Also, a constant flow of strangers to and from a particular house on a regular basis, especially at late or unusual hours. These could all be indicative of drug sales, or in the latter case, be part of a possible fencing operation.

**UNUSUAL OFFERS OF MERCHANDISE FOR SALE:** Some individual tries to sell you popular items at unusually low prices. This could indicate stolen property. Don't trust a deal that is too good to be true.

**REPAIR WORK AT UNUSUALLY LOW RATES:** Offers at your doorstep that seem "to good to be true" and are made by newcomers in the area. These could involve some form of fraudulent scheme or an attempt to gain entry to your premises. A common scheme is the resurfacing of your driveway. Don't pay up front. Don't take a chance with soliciting workers.

**A FIGHT OR LOUD VIOLENT NOISES:** Persons of any age involved in any kind of fight, especially when there is loss of emotional control; any loud explosion, screams, or agonizing cries. Summon help immediately because a sex offense, robbery, or assault could be in progress. These are violent crimes! Dial 911.

**DOOR-TO-DOOR SOLICITORS:** Anyone ringing doorbells to sell or demonstrate wares or to solicit contributions or signatures without a permit issued by the City of Bellevue. Use the viewer in your door to check the identity or permit badge of any stranger who rings your bell BEFORE opening the door.

## A Note To Our Senior Citizens

As an older Washingtonian, you are an invaluable community resource for assisting your police department in combating crime. By following the common sense precautions outlined in this guide, your chances of becoming a victim can be significantly reduced; and you will feel more safe and secure in your home and community. Remember, older Washingtonians can **HELP STOP CRIME!**

### **CON GAMES**

There are many schemes that are used to swindle money from people. Confidence persons or con artists are experts in human behavior, and they will try to exploit their victim's ambitions and weaknesses. Their schemes take advantage of a person's desire to get something for nothing.

### **THE BANK EXAMINER**

You receive a telephone call from a person who claims to be a bank examiner. You are told that the bank is checking on a dishonest bank employee and your help is needed. The examiner tells you to go to the bank and withdraw a specified amount of cash from your account. The caller says that a representative will be sent to your home to pick up the money and then redeposit it in your bank account to test the employee. Once you have turned your money over to the examiner or representative, you will never see your money again.

## **CREDIT CARD FRAUD**

The use of illegally obtained credit card numbers is a crime of epidemic proportion. Theft of services, merchandise and cash through credit card fraud is similar to shoplifting; although not felt directly by the individual consumer, losses are distributed throughout legitimate users of service.

Criminals specializing in credit card fraud have gone "Hi-tech". The use of personal computers and telephone modems has enabled many offenders to obtain current lists of stolen credit card numbers. Purchases of under \$50.00 are seldom confirmed with credit card companies. With criminals frequently sharing stolen credit card information, apprehension becomes very difficult. Protect your credit cards by securing numbers, expiration dates and Card Company phone numbers in a safe place. This information can then be promptly phoned in upon theft or loss of your card. Once you have reported your card stolen, you can be held responsible for up to \$50.00 in criminal misuse.

Never provide your card number over the phone to sellers contacting you. A rule of thumb is that if you did not place the call, DO NOT give out your credit card number.

When making a direct credit card purchase at a business, request and destroy all receipt carbons. Many criminals go through dumpsters and trash receptacles for these carbons. Once a number has been obtained, misuse is imminent!

Do not use credit card numbers as a means of identification! Your driver's license and social security card are solely yours and have no cash value. Although measures do not exist for precluding the possibility of credit card misuse, following these suggested precautions make you a far less likely target.

## **CONSUMER FRAUD**

### **Home Improvement**

Beware of the con-artist who offers to do the following: Spray your roof; Repave your blacktop driveway; Fertilize your lawn; Repair your windows, screens, television or make other home repairs at an unbelievably low price. With no written estimate to fall back on, you are often forced to pay a much higher price for inferior materials and unnecessary repairs.

- Request a written estimate on all home improvement offers and compare the prices.
- Do not be rushed into a "bargain".
- Do not pay for anything until all services are completed.
- Do not give out credit card numbers over the phone.
- **REPORT ALL SUSPICIOUS OFFERS TO YOUR POLICE DEPARTMENT IMMEDIATELY.**

### **MAIL FRAUD AND THEFT**

There are a variety of fraudulent mail order schemes that dupe people out of millions of dollars each year. The criminals rely upon your wish to find a good deal.

Mail Theft is an increasing problem all over the country. The Pacific Northwest is no stranger to mail theft. Mail theft is occurring on a daily basis all over the Northwest and is costing citizens and businesses thousands of dollars each day. Both outgoing and incoming mail is often stolen from roadside mailboxes, most of which are unlocked. Criminals that steal mail gain valuable information on you. They find out any information that comes in on your bills. Your name, address, phone number, bank and credit card account numbers, and sometimes social security numbers. All of this information leads to one major crime; **IDENTITY THEFT**. Once a person's identity has been gained, the criminal can now apply for credit cards, open bank accounts, write checks, etc. all of which are in your name. Now you must deal with the filing of a police report, creditors, collection agencies and financial institutions. Unless caught in the act, apprehending these criminals can be difficult because they are using your information, not their own.

You can reduce the amount of mail that is stolen by purchasing a U.S. Postal Inspector approved locking mailbox. They are not too expensive and certainly worth the expense given the amount of turmoil you will face if your mail and identity are ever stolen. Renting a mail box at the local post office or from a private firm are other options that should be considered to reduce your chances of becoming a victim of mail theft.

### **CHAIN LETTERS**

You are expected to introduce other participants to the chain in the hope of being paid at a later date. This seldom pays off, as you would expect. Remember that nothing will happen to you if you break the chain.

- If it sounds too good to be true, it probably is!

### **PIGEON DROP**

The swindler claims to have found a large sum of money and offers to share it with you and perhaps with another con-artist posing as a bystander. The swindler then requests that you withdraw money from your bank to show "good faith" or to prove that you could repay the money if its true owner was found. The swindler takes your withdrawal and gives you a phony address where you are to pick up your money and collect a share of the found money.

#### **YOU HAVE JUST BEEN SWINDLED.**

- Be suspicious of any "found" money that people want to share.
- Never participate in a deal where you are asked to put up money, and when you do not know the other parties involved.
- If you have been approached or have been the victim of a pigeon drop, **CONTACT YOUR POLICE DEPARTMENT IMMEDIATELY!**

### **FAKE CONTESTS**

You are notified that you have won a prize in a contest or the Canadian Lottery. In fact, there was no contest or lottery. It is a come-on to get you involved in a transaction in which you are parted with your money – for no return.

- Beware of "prizes" that cost you money before you receive them.

## **FTC Consumer Alert**

### **INTERNATIONAL LOTTERY SCAMS**

**Congratulations! You may receive a certified check for up to \$400,000,000 U.S. CASH!**

**One Lump sum! Tax free! Your odds to WIN are 1-6. Hundreds of U.S. citizens win every week using our secret system! You can win as much as you want!**

**Sound great? It's a fraud.**

Scam operators often based in Canada are using the telephone and direct mail to entice U.S. consumers to buy chances in high-stakes foreign lotteries from as far away as Australia and Europe. These lottery solicitations violate U.S. law, which prohibits the cross-border sale or purchase of lottery tickets by phone or mail. Still, federal law enforcement authorities are intercepting and destroying millions of foreign lottery mailings sent or delivered by the truckload into the U.S. Consumers, lured by prospects of instant wealth, are responding to the solicitations that do get through to the tune of \$120 million a year, according to the U.S. Postal Inspection Service. The Federal Trade Commission (FTC) says most promotions for foreign lotteries are likely to be phony. Many scam operators don't even buy the promised lottery tickets. Others buy some tickets, but keep the winnings for themselves. In addition, lottery hustlers use victims bank account numbers to make unauthorized withdrawals or their credit card numbers to run up additional charges. The FTC has these words of caution for consumers who are thinking about responding to a foreign lottery:

- If you play a foreign lottery through the mail or over the telephone, you're violating federal law.
- There are no *secret* systems for winning foreign lotteries. Your chances of winning more than the cost of your tickets are slim to none.
- If you purchase one foreign lottery ticket, expect many more bogus offers for lottery or investment opportunities. Your name will be placed on sucker lists that fraudulent telemarketers buy and sell.
- Keep your credit card and bank account numbers to yourself. Scam artists often ask for them during an unsolicited sales pitch. Safeguard your pin numbers. Commit them to memory.

The bottom line, ignore all mail and phone solicitations for foreign lottery promotions. If you receive what looks like lottery material from a foreign country, give it to your local postmaster. The FTC works for the consumer to prevent fraudulent, deceptive and unfair business practices in the marketplace and to provide information to help consumers spot, stop and avoid them. To file a complaint or to get free information on consumer issues, visit [www.ftc.gov](http://www.ftc.gov) or call toll-free, 1-877-FTC-HELP (1-877-382-4357); TTY: 1-866-653-4261. The FTC enters Internet, telemarketing, identity theft and other fraud-related complaints into Consumer Sentinel, a secure, online database available to hundreds of civil and criminal law enforcement agencies in the U.S. and abroad.

## **MEDICAL FRAUD**

You receive a letter offering free medical diagnosis or miracle cures. Actually, the money that you spend for these cures is wasted, while your health is worsening. The miracle cures are non-existent.

- Be leery of fake laboratory tests, miracle cures, and hearing aid advertisements.
- Check the legitimacy of any company that wants to sell you additional medical insurance.

## **WORK AT HOME**

You see an ad to earn money by addressing envelopes, knitting, or performing some other task. You are only required to send a sample of your work and a small registration fee to the company. Chances are your sample won't qualify, your money will not be refunded, and you will never hear from the company again.

- Do not send money by mail for work-at-home projects.
- If you suspect that you are a victim of mail order fraud, contact your police department and postal authorities.

## **FEAR SELL**

Beware of persons claiming to be city or county inspectors. Before you let them in, call your city or county inspection office to check their credentials. Once permitted inside, the phony inspector will find your home unsafe, order it shut down (water, furnace, electricity, etc.) and then recommend a repairman who is usually a friend of his. You do not realize that the repairs were unnecessary, or nothing was done until after the inspector and repairmen have left with your money.

- Do not be rushed into emergency repairs. Discuss the problem with a relative, friend, or reputable business.
- Check validity of all inspectors and repairmen who want to enter your home.
- If in doubt, contact your police department.

## **INSURANCE FRAUD**

In this scheme, an agent contacts you using phony credentials and indicates that he is an insurance underwriter. He states that because of the rate of inflation, all of your jewelry must be re-appraised. The agent will take your jewelry and give you a receipt for your valuables. He will either 1) never be seen again or 2) replace your good jewelry with junk.

- Beware of duplicated services.
- Beware of callers who want to appraise your property.
- Check with companies to determine if a person's credentials or identification is valid.

## PROCEDURES FOR REPORTING TO THE POLICE DEPARTMENT

You must familiarize yourself with these instructions, so you'll be prepared in an emergency:

1. **Identify yourself** – (name, address, phone number.)
2. **Type of Crime** – (burglary, assault, suspicious person or vehicle, etc.)
3. **Crime in Progress** – (or when it occurred)
4. **Where** – (address, color of building, location or name of building, or landmark if no specific address can be given.)
5. **Suspect Armed** – (gun, knife, etc.)
6. **Description of Suspect** – (height, weight, age, race, clothing, hair color and gender.)
7. **Description of Vehicle** – (color, year, make, model, body style, and license plate.)
8. **Direction in Which Suspect is Traveling** – (North, South, East or West and on what street.)
9. **Stay on the phone until the dispatcher tells you to hang up.**
10. **After calling the police, activate** your telephone chain so that neighbors can help watch the suspect and give the police department more detailed and updated information.

### TERMINOLOGY WHEN REPORTING

- **Burglary:** An unlawful entry or attempted forcible entry into a home or any structure to commit a crime (property crime).
- **Robbery:** The forcible taking of another's property against his will, by violence and/or putting him in fear (person to person crime).
- **Theft:** Taking of property without permission and without force/violence.
- **Assault:** An intentional, unlawful threat by word or act to do violence to a person, coupled with an apparent ability to do so.

### WHAT TO EXPECT WHEN CALLING THE BELLEVUE POLICE DEPARTMENT

When you dial 9-1-1 from anywhere in the City, the telephone company computer automatically directs your call to the police call taker.

When you dial 9-1-1, the address and phone number of your location are automatically displayed on a screen in the telecommunications section. If you need police or fire rescue services, 9-1-1 enables the dispatcher to send them immediately. The call taker, however, will ask you to verify the information we receive on the screen.

Due to the swiftness of the 9-1-1 enhanced system, police and fire units can be dispatched and rolling while you are still speaking with the call taker. Responding officers are radioed details as they travel to the scene, so it's important for you to give the call taker as much information as you can. **Remember, try to stay calm!**

The police department encourages citizens to report any suspicious activity or person immediately. The Chief wants you to become involved in crime prevention through watching and reporting.

- Please reserve the use of “911” for **EMERGENCIES AND CRIMES IN PROGRESS ONLY!**
- Suspicious persons, vehicles and/or activity or other police assistance, dial the non-emergency line at **(425) 452-6917**. If you receive an after hours recording, dial 911.

Your information should be as accurate and concise as possible. Follow these guidelines to expedite the handling of your call:

1. Answer all questions as they are asked.
2. If you are reporting a person, be prepared to provide facts about race, sex, height, weight and clothing.
3. If you are reporting a vehicle, attempt to provide a color, make, model, license plate number and direction of travel.
4. Be prepared to explain WHY the person or vehicle appeared suspicious and WHAT was happening.
5. Be patient. The communications dispatcher is in contact with the responding officers while you are on the phone with the call taker. We need as many details as possible to assist the officers in planning their approach.

Remember, Police Officers would much rather respond to a call where they are not needed than not be called at all.

# HOW TO GIVE A DESCRIPTION

## HOW TO DESCRIBE A VEHICLE

Train yourself to notice the following details about vehicles, so you can report them to your police department call taker.

- **Color**
- **Year**
- **Make**
- **Model**
- **Style** (number of doors)
- **License Plate Number**
- **Other identifiers** (exterior attachments, damage, etc.)

• **Hint: CYMBAL = Color, Year, Make, Body and License**

**Example:** A black, late model Plymouth, four door sedan, Washington license plate number ABC-123, with a large dent on the rear passenger side door.

If the vehicle is moving, try to note the above information as well as the direction of travel; - what street it is on, what cross street it is approaching; give North, South, East or West direction of travel.

**Never attempt to confront or apprehend a suspect or criminal!** Remember, the police department is not asking you to become Law Enforcement Officers (leave that to responding officers). You are thousands of extra eyes and ears assisting your police department and community through:

- Observation
- Documentation
- Reporting

## HOW TO DESCRIBE A PERSON

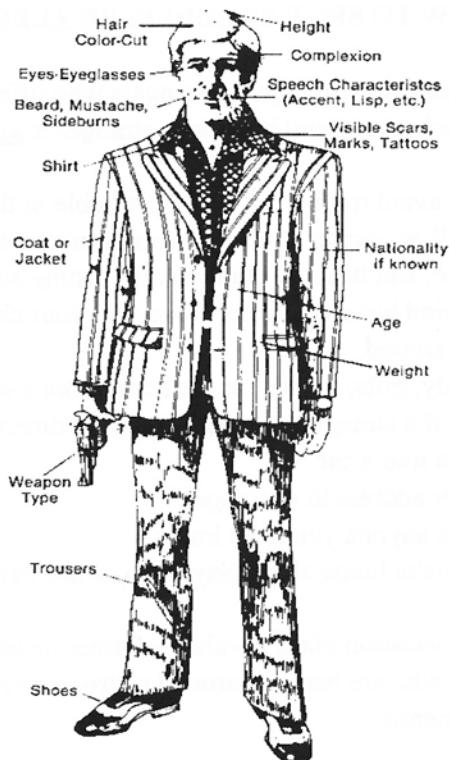
Try to notice and remember the following characteristics of a suspect, so you can report them to your police call taker.

- **Race**
- **Sex**
- **Complexion**
- **Age**
- **Height** – estimate in 2" blocks, for example: between 5'8" and 5'10".
- **Weight** – estimate in blocks of 10 pounds, for example: 130 to 140 pounds.
- **Build** – large, medium, small, stocky, fat, slender, or thin. Plus any distinguishing features on parts of body (tattoos, eyeglasses, etc.)
- **Hair** – color, thick, thin, balding or full sideburns, moustache or beard.
- **Clothing** – type, color, style, etc. (start at the top and work down: hat, coat, shirts, pants, shoes)
- **Direction of Travel** – North, South, East or West and on what street.

**Example:** White, male, approximately 45 years of age, between 5'6" and 5'8", 150 pounds, medium build, gray hair, long sideburns. Wearing a blue baseball cap, no coat, white shirt, dark pants, and sneakers. Last seen on Bellevue Way Northbound towards NE 8<sup>th</sup> St. (Walking, driving, etc.)

**SUSPECT IDENTIFICATION CHART**

Physical Description



## CHILDREN / TEENS

We all have to be careful when we're outside. But kids can face some special problems. So pass these tips along to your children.

Kids should be careful if a stranger:

- Tries to give them candy or money
- Asks them to go somewhere or get in a car with them
- Tries to follow them
- Hangs around the playground
- Tries to touch them

Instruct your child to walk away if a stranger does one of these things and then tell parents, teachers, or a police officer what happened.

Make sure you know where your children are going when they go out. Ask them for their friends' names and telephone numbers so you can reach them.

Encourage your children to play with other kids. It's not only more fun, it's safer. Make sure they understand that they should play in places where people can see them, never in deserted buildings or alleys.

Above all, the most important thing for children to know is that there are certain people they can depend on: parents, police officers, firefighters and teachers.

## TEACH CHILDREN HOW TO SPOT TROUBLE: BE ALERT FOR STRANGERS

Friendly strangers can be dangerous strangers. Strangers who offer treats to children may be offering threats instead. Teach young children that a stranger is anyone they do not know well.

Even children know how to avoid trouble; sometimes trouble in the form of dangerous strangers may find them. Children will encounter strangers when you're not around. Most strangers are well meaning and not to be feared. But because children are trusting and vulnerable, they can fall for offers by adults who seem kind but are not. So, make sure your children learn and follow these basic rules when you're not around:

- Never accept rides, candy, gifts, money, or medicine from a stranger
- Never get close to a car if a stranger calls out to you for directions or anything else. It is easy for a stranger to pull you into a car.
- Never give your name or address to a stranger.
- Never open your door to anyone you don't know.
- Never tell callers that you're home alone. Say mom or dad can't come to the phone, and will call you back.
- Never volunteer family vacation plans or other information about your home.
- Always avoid strangers who are hanging around restrooms or the playground and want to play with you or your friends.

What about the persistent stranger? Here's what the experts say you should teach your kids:

- If a stranger in a car bothers you, turn and run in the opposite direction. It's not easy for a car to change directions suddenly.
- When frightened, run to the nearest person you can find - a police officer, a person working in a yard, or a neighborhood house or store. While you should always stay away from strangers who approach you, it's okay for you to ask an adult you do not know for help.
- If a stranger tries to follow you on foot or tries to grab you, run away, scream and make lots of noise. The last thing a dangerous stranger wants is a lot of attention.

Kids spend a good part of their lives at school - in the classroom and on the playground. Strangers who want to hurt children know this too. Find out what the school's policy is for children leaving school with adults other than the parent or guardian. Also find out what school security measures exist to ensure students' safety. Get together with other parents if you find these measures lacking or weak, and work together with school officials and law enforcement to beef up school security. You won't be sorry!

### **"PLAY IT SAFE" - TEACH CHILDREN HOW TO AVOID TROUBLE**

It is normal and natural that children will spend time playing or traveling out of the sight of trusted and caring adults. The best way to keep trouble away from kids is to teach them to avoid areas and situations where trouble might lurk. Here are some basic "play it safe" rules for children:

- Never play in deserted areas such as the woods, a parking lot, an alley, deserted buildings, or new construction.
- Always stick to the same safe route in traveling to and from school or a friend's house.
- Always try to play or walk with friends. It's safer, and more fun.
- Never play or "hang around" in washrooms or elevators.
- Try to wait with a friend for public transportation. Try to sit near the driver on the bus.
- Always keep doors and windows locked when home alone.
- Never show money in public. Carry money only if necessary and keep it in a pocket until needed.
- Never hitchhike. Never!
- Never walk or play alone outside at night.
- Always tell a family member or other adult in charge where you'll be at all times, and what time you'll be home.

### **TEACH CHILDREN HOW TO RESPOND**

How children respond to trouble will depend upon their age and the particular circumstances they encounter. More important, however, is whether a child knows what to do and where to go when feeling threatened.

While it is important for a child to know how to avoid and spot danger, it is also critical that a child knows how to respond quickly and wisely when confronted with trouble. Children should understand that there are many people they can depend on and should turn to when they feel unsafe.

Teach children that police officers are friends whose job is to protect them. If a police officer can't be located easily, a child should also know to run to or seek out a trusted teacher, a neighbor, or a friend's parents when frightened or feeling endangered. Children should know that they should report trouble right away.

Teach children how to operate the telephone to call for emergency assistance.

- They should know how to dial 9-1-1, "0", or other emergency numbers used in your area.
- They should memorize their area code and phone number and maybe a friend's number as well.
- They should memorize your work number.

Keep a list of emergency phone numbers and contacts posted near all of the phones in your house.

### **BABY-SITTING IS MORE THAN WATCHING TELEVISION**

- One of the biggest responsibilities you'll ever have is for caring for young children. One way to look after them is to protect yourself as well.
- Baby-sit only for people known to you or your family. Visit the family first before accepting a job. Don't be afraid to turn down a job if you sense potential problems.
- When you accept a job, make sure the family knows what hours you can work and what you charge. Make sure that transportation arrangements to and from the job are clear. An escort home is necessary even if you only live a few doors away.
- Before parents leave, be sure to get phone numbers where they can be reached. Have other important or emergency numbers on hand. Note any special rules and instructions, know the address, and familiarize yourself with the layout of the house.

Here are some on the job tips:

- Never let strangers in the house and don't tell callers you're there alone. Keep the doors and windows locked.
- Don't invite friends to visit and don't tie up the phone line for too long.
- Don't hesitate to call the police if you're frightened by suspicious noises or actions.
- Get the children and yourself out of the house first if you smell smoke or detect a fire. Call 9-1-1 from a neighbor's house.
- Keep children away from dangerous objects.
- Always let your family know where you are, what the phone number is, and when you'll be home.

Report anything unusual that happened while you were on the job to the parents when they return. Don't let a parent who's been drinking drive you home. Call your parents or a friend instead.

## HOW TO PROTECT YOURSELF

These facts and figures aren't meant to scare you. They're meant to give you an idea of the crime problem and how it affects you. You can learn to protect yourself.

### Be Streetwise and Safe

- Don't walk alone if you can help it. Most violent crimes are directed against a lone victim. Friends help friends by keeping together.
- Avoid walking in risky areas such as deserted streets, wooded areas, and dark alleys or parking lots.
- Walk near the curb, on lighted streets at night, and against the traffic. Travel known routes.
- Never flash your cash in public - that's just asking for trouble. Carry only the amount of money you actually need.
- Never hitchhike! People who pick up hitchhikers often have other ideas than wanting to help you.
- Always let someone know where you're going and when you'll return. Call if you'll be late. If something should happen to you, you'll know someone is waiting and will call for help when you don't show up.
- Carry change in your pocket in case you have to make an emergency phone call to family, a friend, or law enforcement. Make sure you know the emergency phone numbers used in your area. (9-1-1).
- Try to park your car in well-lighted areas. Always lock it when you leave and look into the car before you get in to make sure you don't have an uninvited passenger. (Look under your car while approaching it also).

### ON THE STREET

If you were a crook, looking for some quick cash, where would you look? Maybe at a woman's purse dangling from her wrist or resting beside her on the counter or sitting in the grocery cart. Or at the guy who just walked by with the wallet bulging out of his back pocket, or at somebody who just flashed a big wad of cash.

Get the picture? Keep the purse with you and hold it tight. Put the wallet in a front pocket and don't flash your cash. It could impress the wrong people. Better yet, leave most of your cash in the bank. Checks and credit cards are safer.

## IN THE CAR

There's more to auto safety than being a good driver. Things like keeping your doors locked and windows rolled up - whether you're driving or parking your car or looking into the car before you get in to make sure you don't have an uninvited passenger. And parking in well-lighted areas.

If you get into trouble, know what to do:

- If you're being followed, don't go directly home. Instead, drive to the nearest police station in your area, hospital, or other safe, public place.
- If your car breaks down, pull over. Put up the hood, and turn on the flashers. Then get in the car, lock the doors, roll up the windows and turn the engine off. When someone stops, roll your window down just enough to ask them to phone for help.
- If you have a CB radio in your car, use it to call for help. Channel 9 is the emergency channel and is often monitored by State Patrol Officers.
- The Bellevue Police Department has "Send Help" signs that you can place in your window if assistance is needed. Stop in at one of our stations and get one for each of your cars. They're free.

One more thing. Be careful about your keys. Leave only the ignition key with parking or service station attendants. That way you won't run the risk that your house keys will be duplicated.

## INDIVIDUAL REACTIONS

No one knows how a person will react when actually confronted with the threat of sexual assault. It is a crisis condition. It is an individual response condition, based on strong interacting factors. However, you will be able to handle such a situation better if you have complete awareness and understanding not only of all the dangers inherent in a potential rape situation but of the alternative preventative and tactical measures that you can take as well.

### Know Yourself

Every person is a special individual whose attitudes and reactions are the result of a combination of many factors - family life, religious convictions, social interaction with others, basic personality traits and physical condition.

The complexity of the problem of sexual assault is such that you will never really know exactly how you would handle such a situation. These will all depend on what the circumstances are, who you perceive your attacker to be and what your basic personality is.

Since you won't know what the circumstances might be or who your assailant might be, it is of the utmost importance for you to think about who you are and how you would respond to different situations before they occur.

- It may be of prime importance to you to come away with the least possible physical injury.
- You may fear the actual rape more than you fear physical injury.
- The very thought of being sexually assaulted may make you so angry that you would rather face the risk of serious injury.
- The way you react may depend on your physical condition.

The list of "ways and why's" of your reaction is infinite, and for this reason, it is important that you understand the different alternatives or tactics on how you could best cope with a rape situation. However, first you need to know some additional things about rapists in general.

## **SEXUAL ASSAULT**

According to one myth, the victim is always young and attractive. Unfortunately, movie and television dramatizations have reflected this fallacy. The truth is that there is no stereotypic victim.

Another myth asserts that the woman provokes the attack. The truth is that the rapist selects his victim on the basis of opportunity and initiates the attack - usually selecting as his victim a female who appears vulnerable and appears to be alone.

The belief that rape is an act that is perpetrated for sexual gratification is also a myth. Studies and interviews indicate that rapists often have consenting sexual relationships but choose to rape both because they enjoy overpowering and degrading their victims and as a vent to their feelings of hostility, aggression and inferiority. Sex is not the motivating factor, only the chosen mode of expression.

In reality, the crime of rape bears a closer resemblance to violent crimes such as robbery and aggravated assault than it does to sexual intercourse with a consenting woman. This is a fact that all potential victims, their families and prospective jurors should know.

## **WHO IS THE VICTIM?**

Every person is a potential victim of sexual assault. Reported victims in Washington range in age from two months to 91 years of age. No age group stands immune. All persons regardless of race or age, regardless of social or economic status, regardless of lifestyle, are potential victims for the rapist. The most vulnerable target is the woman alone at anytime time of day or night. Often the assailant is someone you know either closely or by sight alone. While a relatively large number of reported victims fall into the 13-25 year old age bracket, indications are that this is due to an increased reporting rate in this age group. Studies do not indicate any age preference by rapists, nor do they support the myth that either a woman's mode of dress or her mannerisms provoke sexual assault. Vulnerability and opportunity are the key factors, regardless of all else, that cause females of all ages to be potential victims.

## **WHO IS THE RAPIST?**

The rapist, in the main, is a man who is emotionally unstable yet deals with life on a day to day basis in a reasonably normal and competent manner. In fact, he is often an apparently normal individual but one who has difficulty relating to others in a permanent or lasting fashion and, according to the reported cases of sexual assault, the assailant is often a friend, date, relative, co-worker or casual acquaintance. It is important to remember that exhibitionists and "peeping toms" should be considered as potentially dangerous since these acts may be only a part of a fantasy, which includes rape.

## **WHY DOES CRIME OCCUR?**

It cannot be emphasized too strongly that sexual assault is a crime of violence; that rapists are emotionally unstable persons; that rapists view their victims as objects upon which to vent their hostility, aggression, frustration or insecurity. They obviously do not view their victim as a fellow human being at that moment, and sexual gratification is not a motive for their crime. They wish to humiliate and degrade their victims, to make them lesser beings than they are and too often, the fantasy which they are acting out carries with it the danger of physical harm in addition to the act of rape itself.

## **WHERE DOES SEXUAL ASSAULT OCCUR?**

It can and does occur virtually anywhere, but the largest single grouping of reported incidents is either in the home of the victim or in the home of the assailant... a fact which should be kept firmly in mind when reading the section on preventative measures in your home.

## **POST ASSAULT PROCEDURES**

Your immediate concern will be to get proper medical and psychological help. This help is available. To get the help you'll need immediately, call the police whether or not you decide later to prosecute. As soon as possible you will be taken to your local hospital or rape treatment center. If you do not want to call the police, at least contact a physician or crisis counselor immediately. These persons can offer you some objective professional advice about the situation to help you decide how to proceed. It is also important that "significant others", husband, fiancé, family, boyfriend, also get counseling so they can better help support you and be more sensitive to your coping with the trauma at hand.

- Even though it may be your initial impulse, DON'T douche, shower, change your clothes or disturb the crime scene.
- At first, prosecution may be the last thing on your mind, but after your immediate needs have been met, you'll probably want to assist the police department. So be sure you don't destroy any valuable physical evidence.
- Most victims feel strongly about wanting to see the offender caught so that he will not be able to harm another person. Rapists are repeaters, but records indicate that they also very rarely retaliate against their victims.
- If you decide to call the police and report the crime, they will ask you some initial questions regarding the identity and location of the suspect, his direction of flight and whether he had a weapon. These questions may be asked en route to the hospital.
- Procedures differ among hospitals. Generally, the victim will be asked her name, date of birth, a brief medical history and perhaps some other general questions. You will first be checked and treated for any visible physical injuries. It should be pointed out that any treatment you receive would be strictly at your option. If necessary, a complete internal examination will also be performed by a qualified physician. This is to establish the extent of any injuries as well as collect any specimen. When appropriate, you will be offered medication to prevent venereal disease or pregnancy. You will not be given any medication to which you object.

- Usually, if your physical and mental condition permit, you will be asked to give a formal statement as soon as possible after the medical examination. The police officer will ask only questions which are relevant to the investigation such as: What you did prior to the assault. Who you were with. Where you were going. What your activities were that could have exposed you to the subject. Where the actual assault took place. What the suspect may have touched (such as bedspread or chair) or left behind. How long the suspect was present. How he left, and other questions along these lines. You will be asked the details of the assault, which will more than likely elicit very painful emotions. These are necessary to establish all the facts of the case and will only be asked when you feel you are ready to handle them.
- Should you decide to pursue the prosecution process, the prosecutor's office will handle the case. They will prosecute if they feel they have enough evidence for a case. Prosecution is usually a long and complicated process. Remember that you are not on trial - the defense is. But under the criminal justice system the subject is assumed innocent until proven guilty. The prosecuting attorney will inform you of what to expect in the trial and may go over certain questions again. The probability of conviction may vary depending on such things as quality of evidence and your testimony. Most sex offenders are repeaters. Your decision to prosecute may save others from suffering.
- Help is available for victims with questions or doubts about prosecution from: Prosecutor's Office, Victim Advocate Programs, Rape Crisis Centers, Rape Treatment center, and women's groups.
- Usually the victim who prosecutes for revenge gives up, while the victim who prosecutes to save others sticks with it.

**Above all, remember that there is no more reason for you to feel guilt, shame or embarrassment than if you had been the victim of a mugging or other crime. You were the innocent victim and there are a great many people who are sensitive to your needs and are anxious and able to help you.**

### **WHAT IF YOUR SON WAS/IS SEXUALLY ASSAULTED?**

Almost all that has been written about and for girls and women rape victims applies to young boys who are often sexually assaulted and to men who are occasionally (outside of prisons) sexually assaulted. Boys and men should report the assault to the police department and seek medical attention. They, too, should talk to a professional person about their mixed emotions and fear.

### **THE ASSAILANT**

As mentioned previously, the rapist is an emotionally unstable individual who is using you as an object on which to vent his aggression and hostility. Remember that rape is not perpetrated for sexual gratification. It is the use of force, not the sex act itself that seems to relieve the tension within the rapist and satisfy him. He wants to degrade and humiliate you. Sometimes he sees women as being on a pedestal and through the sexual assault he feels he is "cutting them down to size."

The man or woman does not provoke the attack. It is the assailant's problem with which you are dealing, and which has become an invasion of your well being so that you seem less of an object to him. Moreover, it should be understood that the rapist does not understand or recognize the rights of an individual. Rapists are opportunists. They look for what they perceive to be vulnerable targets. All rapists have the potential to be violent. This would be a most important consideration when determining alternatives to choose in any given situation.

## ALTERNATIVE TACTICS TO USE IF ATTACKED

No one can tell you what specific tactic to use, for what may have worked for one person, may not work for you. You as an individual, must deal with the rapist as an individual. When you plan your reaction, you must also take into consideration your location and the time of day.

Remember, panic and fear are perfectly normal reactions. Also, you should know some alternative tactics and what their positive and negative factors are so that you will have the knowledge and awareness necessary to handle the situation in a manner which is most likely to avert the sexual assault.

- **A diverting noise** - This is probably a better tactic to use when you have some advance warning of a situation. It is only useful if there is someone nearby to hear the noise and be willing to come to your aid or frighten off the assailant. Sometimes screaming "Fire" or Call the police" (not "Rape", "Help") or blowing a whistle which you have readily available may frighten away your assailant and call attention to your problem. But it may antagonize him. Screaming could make him angrier and he may become more violent to keep you quiet. You must weigh the odds, depending on the situation, for this tactic to be successful.
- **Running** - The risk with this tactic is whether he can and will run faster than you and overpower you. Unless you are reasonably certain you can get a good lead and reach safety before he overtakes you, this may be a risky tactic. Make sure you have a place to run where someone will help you. Keep in mind that you're running from him may be part of the rapist's fantasy and it may make him angrier should he overtake you.
- **Gaining a Psychological Advantage** - Panic and fear are perfectly normal responses, however, if you have mentally prepared yourself (in advance) by accepting the fact that you could someday find yourself in a rape situation and have thought about what you might do, it may decrease the trauma and allow you to react more quickly in coming to grips with the problem. This is an intermediate tactic when you need that precious time to get over the initial panic or fear. Quickly survey your predicament so you can begin to defuse your assailant's anger. This tactic can take many forms, going limp, sinking to the ground and eating grass, hiding your face in order to stick your finger down your throat and cause yourself to vomit, making yourself belch, faking convulsions, and even urinating on your attacker. You can act as if you are responding to his demands (starting to unbutton your blouse) until you can find a point to safely react. **Your own ingenuity is your best guide.** Doing something he doesn't expect may stop or delay him because the rapist wants to be in control and finds it difficult to cope with something he did not anticipate. It is doing the unexpected convincingly, so that he doesn't become more antagonistic. Remember that the rapist is a con artist so you have to be extremely believable. Anything that won't threaten or antagonize him while you look for a way to get out of the situation should keep you from being hurt.

- **Talking** - The first few moments you may be too terrified to utter a sound. That's perfectly normal. But if you have thought in advance about the possibility of sexual assault, the shock will not be as great. The key to this tactic, which can be successful in aborting an attack, is to speak calmly and sincerely as one human being trying to reach out to another human being. You should not beg, plead, cower or make small talk. Many times this is what your assailant expects to hear and it may antagonize him further. As to the subject you select to talk about, it should be something in which you are interested, something in which you can talk comfortably. It could range from your pet, a recent movie you've seen, and a book you are reading, to a recent death in the family. The range of subject matter is limitless. The important thing in the use of this tactic is to attempt to relate the feeling that you are seeing him as a person. Hopefully, convincing him that you are seeing him as a person instead of some sort of monster will make him perceive you as an individual offering your concern and not as his enemy. You need to make him see that you are not an object on which to vent his anger. You should make an effort to reduce his rage by enhancing his ego. Try to gain psychological advantage over him. Do not give a sermon. He may be trying to rape you because he thinks women are too uppity and it would give him great satisfaction to knock a moralizing female down. To his way of thinking, if he can pull you down, it raises his self-esteem. That's why it is extremely important to try to reach him in a way which will break his fantasy and allow him to see you as an individual (not an object) with honest feelings and concerns. If something you are saying is antagonizing him further, switch to another topic as quickly and smoothly as you can.
- **Fighting** - When considering this tactic you should keep in mind that all rapists have the potential for inflicting serious harm to their victims. This is probably the last tactic to try if all the others have failed. If you start out by fighting you will have little or no opportunity to try another way because you have already committed your behavior. If using this tactic, you must be willing and able to inflict serious injury on your assailant. Surprise and speed of reaction should be used to your benefit. If you use a fighting tactic that will not completely incapacitate, you are probably going to be in worse shape. If you try to fight him and he has a weapon, always assume that he won't hesitate to use it. (Most studies show that approximately half the number of reported rapists approached their victims with a weapon of some type). Your risks of receiving serious injury from your assailant are greatly increased when using such tactics as biting, scratching, pounding his chest with your fists, trying to spray mace or hair spray into his eyes or using any other weapon which will not completely incapacitate him. Even victims with extensive training in martial arts are not always successful with quick chops or kicks to the vital spots of the body. The struggle itself could arouse or further enrage your assailant. Remember, if you are going to fight your attacker, use surprise and speed to your advantage. These precautions are meant to be suggestions and guidelines. The prevention material presented can reduce your chances of being sexually assaulted and through awareness and understanding, increase your chances of avoiding or surviving a sexual assault. There is no universal prescription for avoiding a sexual assault. You will have to decide which tactic will be most likely to be effective depending on the situation, what type of person you are and who you perceive your assailant to be.

## **PROTECTION**

It is illegal under Washington law to intimidate or harass a witness. The Revised Code of Washington (RCW) provides for various charges (both felony and misdemeanor) that can be brought against those who intimidate or harass witnesses. If you are aware of this type of activity, please report it to the authorities.

## **YOUR RESPONSIBILITIES AS A WITNESS**

You are a witness because you have seen, heard or know something about a crime. If you are the victim of a violent crime or owner of property that was stolen, damaged, or misused, you may feel the case is insignificant, but your statement may be highly important to the outcome of the case. Many small pieces of information are often required to prove to a jury exactly what happened.

To prevent delay and possible dismissal of a case, witnesses may be present when asked to appear in court. It is very important that you advise the prosecutor's office of any changes in address or telephone numbers. If you receive a subpoena and the date conflicts with vacation plans or other important personal business, contact the prosecutor's office immediately.

The defendant's attorney may contact you. You are free to speak with them if you wish, but you are not required to do so unless you have been subpoenaed to a deposition.

## **SUBPOENA**

A subpoena is a court order directing you to be present at a specific time and place. In the next several months you may receive subpoenas from both the state and defense.

**READ YOUR SUBPOENA CAREFULLY.** Your subpoena may ask you to call the prosecutor's office or defense attorney's office to find out the exact date and time your testimony will be needed. It is important that you call as the case may not be heard on the exact date and time noted on the subpoena.

## **TRIAL**

In many cases the defendant will plead guilty before going to trial. If the defendant wishes to have a trial, you will be required to testify in court.

## **CONTINUANCES**

Cases may be continued (postponed) for various reasons: A participant on either side may be out of town or ill; the Court may not be able to complete a previous trial on time; or one of the attorneys may be in a trial in another court.

The prosecutor's office tries to prevent continuances whenever possible, but cannot control all the circumstances that lead to a case being continued from one trial date to another. If your case is continued, you will be notified of the new trial date.

## **RESTITUTION**

If you feel that you have suffered direct monetary damages, the Court may order restitution for certain losses. If you desire restitution, itemize and document your losses and submit them to the deputy prosecuting attorney. You must be precise in what you are asking for.

## NEIGHBORHOOD WATCH - PHONE TREE

My Name is \_\_\_\_\_

My Phone Number is \_\_\_\_\_

My Address is \_\_\_\_\_

NAME	ADDRESS	HOME PHONE	WORK PHONE	CELL PHONE
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

Fill in the blocks below with your surrounding neighbor's information as listed above.

ACROSS / ABOVE

YOUR HOME  
OR  
BUSINESS

BEHIND / BELOW

## **EMERGENCY AND NON EMERGENCY PHONE NUMBERS**

Police or Fire Emergency	911
Bellevue Police Non-Emergency	(425) 452-6917
Crime Stoppers	1-800-CRIME 13
Crisis Line	(206) 461-3222

## **OUT OF AREA POLICE DEPARTMENT PHONE NUMBERS**

Alcohol Tobacco & Firearms	(206) 220-6456
Bothell Police Department	(425) 486-1254
Carnation Police Department	(425) 333-4190
Clyde Hill/Yarrow Point Police Department	(425) 454-7187
Drug Enforcement Agency	(206) 553-5443
Federal Bureau of Investigation	(206) 622-0460
Issaquah Jail	(425) 837-3268
Issaquah Police Department	(425) 837-3200
King County Jail	(206) 296-1234
King County Sheriff's Office	(206) 296-3311
Kirkland Police Department	(425) 828-1183
Medina/Hunts Point Police Department	(425) 454-1332
Mercer Island Police Department	(206) 236-3500
Redmond Police Department	(425) 556-2500
Sammamish Police Department	(425) 836-5674
Seattle Police Department	(206) 625-5011
Washington State Patrol	(425) 649-4370
U.S. Coast Guard Search & Rescue	(206) 220-7001
U.S. Customs	(206) 553-0770
U.S. Department of Homeland Security	(202) 282-8000
U.S. Marshal Service	(206) 553-5500
U.S. Postal Inspection Service	(206) 442-6141
U.S. Secret Service	(206) 220-6800
U.S. Social Security Administration	(800) 772-1213

