

Wisconsin Crime Prevention Practitioners Association

Robbery Prevention

Tips to Avoid a Robbery

- When arriving for work, check for anything out of the ordinary (vehicles in parking lot, people hanging out around building, etc.)
- Keep business doors and windows clear of signs and posters for good visibility.
- Acknowledge and greet every person who enters in a friendly manner. Instruct employees to report any suspicious persons or activities immediately. Stay alert and know who is in your business and where they are.
- Make use of surveillance cameras. Place cameras throughout the business (behind the cash register facing the front counter; at the exit, facing inward, that would capture the suspect leaving; outside to capture any suspect vehicles). The monitoring system should be kept in a secure area.
- Place height markings at the main entrance to help employees gauge the height of a suspect in the event of a robbery.
- Place excess cash, especially large bills, in a safe; preferably a drop safe until transferred to the bank.
- Use only one (1) register at night. Leave other registers open and empty.
- Make sure that your business address is readily visible to emergency units.

During a Robbery

- Stay calm! Follow orders exactly and precisely.
- Get accurate descriptions of all suspects including height, weight, age, race, facial features, build, and clothing and body markings.
- Listen carefully to any names of people or places as well as any other conversation between the suspects.
- Call 911 immediately after the suspect(s) leave and when safe to do so; this is true even if you have already activated an alarm.

After the Robbery

- Lock the doors and no one in or out except law enforcement.
- Staff/customers should not compare descriptions of suspect(s) or details of the event.
- No cell phone calls or texts by anyone except to law enforcement.
- Do not touch anything that the suspect(s) may have touched.
- Expect the business to be closed for a while and expect to be delayed from the rest of your day's activities.

***If you would like further information on robbery prevention,
please speak to your local crime prevention officer***

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TOGETHER**

**TO KEEP
WISCONSIN
SAFE**



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