Tips for a Safer Workplace

Keep valuable items with you at all times or locked in a drawer or closet.

Check identity of any strangers.

Be sure to provide an escort at all times.

Don’t advertise social life or vacation plans to people visiting or calling.

Don’t use the stairs alone.

Ask owners to improve poorly lit corridors and stairways.

Don’t get into elevators with people who look out of place or behave strange or threatening. If you find yourself in an elevator with someone who makes you nervous, get off as soon as possible.

Don’t work late alone. Let someone know where you are and how long you intend to stay.

Create a buddy system for walking to parking lots or public transportation.

Never open the door to a stranger after hours.

Report a door, a window, or a lock that’s broken or not working properly.

Source: Michelle Boykins, former director of media relations and marketing at the Arlington, VA-based National Crime Prevention Council