



From the desk of
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Security, Parking & Transportation
Greater Southern Alameda Area

AND LOOK

For Your Personal Safety

HOW WELL DO YOU SCORE ON PERSONAL SAFETY AT WORK?

	YES	NO
1. Is your purse or wallet in a locked desk or cabinet?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you carry the minimal amount of money and credit cards?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you make it a practice to look around the workplace for unfamiliar faces?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you question non-employees who are roaming about the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
5. If your desk is near a window, do you check the parking lot throughout the day for suspicious activity?	<input type="checkbox"/>	<input type="checkbox"/>

OUR FACILITIES CONTINUE TO BE TARGETED BY INDIVIDUALS WITH THE INTENTION OF STEALING FOR A QUICK PROFIT.

Top 3 Reasons Why Crime Occurs

- **Motivation** – money, control, dominance, drugs
- **Opportunity** – consider the odds of getting caught
- **Target** – choose victims based on how easy the target is

Office Security

- Don't leave valuables in plain view
- Mark your personal property
- If you work late, ask a co-worker or security to walk you out to your vehicle
- Know your escape routes for emergencies
- Report suspicious people and activities to security and local law enforcement
- Program cell phones with local emergency numbers

HOW TO CONTACT THE SECURITY DEPARTMENT WITHIN THE GSAA

- Code Grey (security emergency): **extension 1233**
- Hayward/Union City non-emergency and parking areas: **(510) 784-4639**
- Fremont non-emergency and parking areas: **(510) 248-3198**