



APARTMENT/HOME SAFETY

University of California Police Department
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EMERGENCY: CALL 911

The UCLA Police encourages students and employees to take responsibility for their own safety by taking proactive steps to reduce the likelihood of becoming a crime victim.

- If you rent, contact your landlord to ensure exterior and common doors are locked at all times. Report defective locks immediately.
- California Civil Code 1941.3 requires landlords to supply and maintain deadbolts and window locks, for all swinging entry doors and windows of a dwelling unit. For information, contact the LA City Housing Office at (213) 847-7368.
- **Keep doors and windows secured at all times, this includes garage doors.**
- Get to know your neighbors and be familiar with who lives in your building. Be alert to suspicious activities or people.
- If you don't want people looking through your windows, draw the curtains or blinds. Do not undress in front of uncovered windows.
- Keep exterior well lit. Place lights on a timer when away for the evening.

Key Control

Because any lock gives way to a key, practice good key control.

- Label keys with a code indicating back door, receiving door, display case, etc.

- Engrave "Do Not Duplicate" on all keys.
- When entering access control areas, do not let strangers follow in behind you.
- Do not hide door keys outside your home and do not loan house keys to anyone other than family members or trusted friends.
- If door keys have been lost or stolen, change locks or re-key immediately.

Burglary

Your best protection against an intruder is visibility: well-lit open spaces, keep hedges clipped down around waist level.

Anchor safes in concrete, and make sure they have combination locks. Put locks on all interior doors and hook them into your alarm system. (Always check fire regulations before installing such locks.)

Keep a complete up-to-date inventory of your merchandise and property. Mark your property with your California driver's license number (preceded by the letters "CA").

If You Suspect a Burglary in Progress:

- *Don't enter; burglar may be inside*
- *Exit out a back door if possible. Avoid any confrontation with the burglar.*
- *Call the police immediately*

Other Tips

- Have your keys ready and enter the house as quickly as possible when returning home.
- Have neighbors pick up mail and newspapers when you will be gone from your apartment.
- Install and use a wide angle peephole in all exterior doors.
- Require identification of all repair and sales personnel prior to permitting them entry into the residence.
- If a stranger asks to use your phone, get the information and place the call for him or her. Do not allow any stranger into your home.
- Never let it be known that you are home alone.
- Keep garage doors locked at all times. Use an electric garage door.
- Maintain an unlisted phone number.
- Use your initials rather than your first name in the phone book and in your mailbox.
- Do not walk alone at night. Escort service is available on and around the UCLA campus between dusk and 1 AM at (310) **794-WALK**.

Stay Informed

- Register for the Campus Safety Listserv to be notified by email of crime alerts and crime trends.
- Sign up for BruinAlert. Students can receive alerts via email and text message if contact information is provided. BruinAlerts communicate official information during an emergency.
- Become a fan of the UCLA Police Department on Facebook.

**UCLA Police Department
Community Policing Programs
601 Westwood Plaza
Los Angeles, CA 90095
(310) 825-6111**

"The University of California Police Department at Los Angeles is a leader in providing progressive law enforcement services to a culturally diverse urban campus and its surrounding community.

We actively foster a safe environment by maintaining a high state of readiness, cultivating community partnerships, and creating innovative community programs."