



Campus Safety Tips

University of California Police Department
601 Westwood Plaza, Los Angeles, California 90095
310.825.1491 ■ 310.206.2550 Fax



EMERGENCY: CALL 911

In the Residence Halls

- Always lock your door behind you whenever you leave your room – even if you just to go to the restroom.
- Close and lock your windows whenever you leave your room. Burglars have been known to break into rooms by walking out onto the ledge.
- Do not tape or put any objects in your door jam. You may forget that you've done so and leave your room vulnerable to theft.
- Keep your backpack in your room when eating in the dining halls. The cubby holes for backpacks are not monitored.
- If you have expensive equipment (computers, stereos, etc.), engrave them with your California ID or Driver's License number. You can borrow the Police Department's engraver for free; call 825-6111 for details.
- Have your computer software properly licensed. Enter the appropriate names of the owner into the computer when installing. Send your registration card into the software company so that there is a record of your purchase.
- Purchase a plastic keychain coil that fits around your wrist. You'll be able to take a shower and keep your keys in your possession.
- Check your peephole before you open your door. If you can't see anyone, don't open the door.
- Report any building safety problems to the R.A. or the front desk.

In the Libraries

- Avoid studying in overly secluded areas. Study with others or in areas where there are other people.

- Don't forget to eject your copy-card after you've made photocopies.
- Do not leave your belongings unattended. It only takes a few seconds for a thief to take all of your belongings.

On Campus in the evening

- Walk with a friend.
- Stay in well-lit, well-populated areas. Take the safest route, not the fastest route.
- Be aware of your environment. Don't be afraid to look over your shoulders. It's not rude to maintain a safe distance between yourself and others.
- Avoid blind corners. Take wide turns so that you have room to react to what's ahead.
- Carry your keys in your hands. They may be used as a weapon if necessary.
- Be aware of the location of the nearest blue light emergency (ERS) phones.
- Do not fall asleep in isolated areas or if there are unknown persons in the room with you.
- Plan ahead. Know where the restrooms, food and water are. Do not wonder around campus aimlessly.

In the Parking Structures & Lots

- Carry your keys in your hands--You will be able to get into your car faster and keys may be used as a weapon if necessary.
- Avoid blind corners. Take wide turns so that you have room to react to what's ahead.
- Walk in the center of the aisles when safe to do so. You'll have more reaction time if someone leaps out from behind a car.

- Walk with confidence. Criminals can often sense when you feel vulnerable, and this may entice them.
- Check your backseats before getting into your car.
- Park in well-lit, well-traveled areas of the parking structure or lot.
- Use a “club” and/or car alarm. They make theft more difficult for the criminal, and less enticing.
- Do not keep valuables in your car. If you must, keep them in the trunk where they are out of sight. If you have an internal trunk lock, use it.
- Take your pullout/removable face stereo with you. Do not put it under the seats, in the glove compartment, or in the trunk, as this is always the first place criminals check.

Other tips

- Know your limit for alcohol. You are more vulnerable when you don’t have full use of your senses.
- Always report any suspicious activity to the Police. **911 for emergencies**, and 825-1491 for non-emergencies.
- Be aware of your surroundings when using ATMs (Automated Teller Machines). Keep track of who is behind you.
- When working-out at the John Wooden Center, bring a quarter to use the lockers. Use the lockers and don’t bring anything you can’t keep with you.
- When running alone, do not wear earphones, as this eliminates hearing as a defense mechanism.
- Try to run with a friend in the evenings, or have them watch you as you run.
- Learn to use and carry mace or pepper spray.
- Take a self-defense workshop.

- Advise someone of your whereabouts and how long you expect to be out. Inform that person if you end up staying longer than expected. (A text message will suffice, do not post your whereabouts on social networking sites (i.e. Twitter, Facebook, MySpace)
- Consider carrying a whistle.
- Purchase and use a good lock and helmet for your bike and motorcycle.
- Register your bike at the Police Station.

Safety Escorts

- If you are working late on campus, 15 minutes before you need to leave call the Escort Service (794-WALK) to escort you to the parking lot available daily between dusk until 1a.m.
- Consider using the Evening Van Service (safe means of transportation around campus during the evening hours) 825-9800

Telephone numbers

Emergency	Dial 911
Police Business	825-1491
Escort Service	794-WALK 794-9255
Evening Van Service	825-9800
Crime Prevention	825-6111
FOR EMERGENCIES DIAL	9-1-1

UCLA Police Department
601 Westwood Plaza
Los Angeles, CA 90095

“Working together to Keep Our Community Safe”

SUSPECT DESCRIPTION

Sex	Race	Age
Height		
Weight		
Hair color/length		
Eyes		
Complexion		
Facial hair		
Glasses		
Tattoos/Scars/Marks		
Hat	Tie	
Shirt	Coat	
Pants	Shoes	Weapon
Other distinguishing features		
What did the suspect say?		