



Armed Robbery Prevention

Armed Robbery is one of the most serious and potentially dangerous crimes committed in the United States. A robber commits a holdup because he or she believes that the profit will be worth the risk. By decreasing the possible profit and increasing the risk of apprehension, potential victims can reduce the chance of becoming a target. Personal safety is always the most important consideration when planning how to react to an armed robbery.

Tips to help prevent becoming a victim:

- **Opening and closing procedures**
 - Have at least (2) employees present during this time.
 - Prior to opening, inspect exterior of business to ensure it is safe to enter.
 - Check for anyone who may be loitering outside of building and report this to police if suspicious.
 - At closing, make sure no one remains inside business and/or is loitering outside prior to leaving the building.

- **Operate a cash protection system**
 - Keep a minimum amount of cash on hand, in both the cash drawer and safe.
 - Minimize the number of times that the safe is opened.
 - Never count large amounts of cash in an area visible to the public and/or other employees.
 - Exercise caution when making bank deposits, vary the times for this activity to eliminate a potential for a recognized pattern.
 - Do not make additional stops along the way.
 - Be discrete with currency bag and place it in another container.
 - Do not tell customers when you will be going to the bank.

- **Physical Security Measures**
 - Maintain a “well” illuminated building both inside and out.
 - Place a physical barrier between employees and customers.
 - Mark the interior doorframe of “exit door” to identify height of a robber.
 - Keep all street side windows clear, so the interior of business is visible.
 - Install prominently displayed camera surveillance equipment.

- Consider a silent alarm system with a “panic button”.
- Train employees to watch for and help identify suspicious actions of people both inside and immediately outside of business.
- Give customers a friendly greeting and try to look them in the eye when they enter the business.
- Clean the counter or work area on a regular basis to remove old fingerprints.
- Publicize the fact that the business practices good cash protection techniques and utilizes security surveillance equipment.

Procedures During a Robbery:

Proper employee training and review of procedures to follow during a robbery is vital to surviving the confrontation.

- Do not resist the robber. The money is not worth risking your life.
- Do not encourage the use of weapons against the robber.
- Follow the robber’s commands, but do not volunteer help.
- Try and keep customers and employees calm during the robbery.
- Activate the “hold-up” alarm only if it can be done without being obvious to the robber.
- Be observant and plan to be a good witness.

Procedures After the Robbery:

Preparedness for a “post robbery” situation can place the employee in a better position to provide police with information that will assist in capturing the robber and protecting employees and customers from harm.

- Do not chase or follow the robber.
- Secure the door so the robber cannot re-enter the business. Don’t let anyone in except for emergency personnel.
- Call the Police immediately.
- Care for any injured people.
- Try to note the robber’s method of escape and direction of travel.
- Preserve any potential evidence.
- Identify (by reviewing identification), all remaining customers/bystanders.
- Ask all witnesses to remain on scene until the Police arrive.

Surviving a robbery should be your first priority. By following the above guidelines you should survive the confrontation and be able to provide valuable information to the Police.