

**The following are a few preventative measures you may wish to consider:**

- Ensure your parking, forecourt and rear courtyard and delivery areas are as empty as possible, removing any flammable items.
- Ensure all items that can enable climbing are stored or secured, including Eurocarts and delivery cages.
- Remove any items that could help climbing or access e.g. ladders and tools.
- Secure parking areas if you have gates and bollards secure them and ensure any bollards are raised.
- Secure any shutters and doors enclosed in shutters and any security screens are secured.
- Ensure all external doors are closed and secured. Include external stores and storage areas.
- Ensure all windows, especially at higher levels are locked and secured.
- Secure your letterboxes if possible.
- Secure shopping trolleys, inside if possible.
- Do not obstruct or compromise and fire escape routes.
- Review and update staff lone worker policy.
- Ensure contact lists are updated and circulated to relevant staff.
- Be aware of any unusual purchases of glue, superglue, paint, padlocks, chains and wallpaper paste if you stock them.
- Retain and prepare to use solvents and cleaning materials.
- Ensure your CCTV system is fully operational and working well.
- Ensure external and internal lighting is well maintained and working.
- If damage occurs, please photograph the damage for insurance and evidential purposes.
- Beware of persons filming you or your staff removing any posters.
- Keep an event log or diary to record any suspicious activity.
- Dial 999 if a crime is in progress or dial 101 or use our on-line reporting systems for non-emergencies.