

## **Site Security – Security outside the building**

Parking areas come in many different sizes and shapes. They run the gamut from open ground-level parking lots to multi-level parking garages built above or below ground. Just as parking areas vary, so do their security risks.

### **Parking lots**

Parking lots should be:

- Well-lit and highly-visible from the company's building.
- Fenced, if in a high-crime area (fenced, gated, and guarded if necessary).
- Patrolled, especially at night.

While there is no one criteria for determining "safe" parking spots, when you enter an employee parking lot or garage, you should park:

- Where you can see for a distance around your vehicle.
- Where you can be seen (a highly visible location).
- In high-traffic areas of the lot, close to the building entrance, if possible.

### **Parking garages**

If you park in a multi-level parking garage, you face different risks. The columns used to hold up the parking garage roof limit visibility. The artificial lighting in these structures is normally not as good as the daylight you'd encounter in an open parking lot. Also, the amount of light available can be altered by someone breaking or disconnecting the light bulbs. Parking structures usually have stairwells that are often concealed from the parking area. These are often the areas where assaults occur. Elevators pose the same types of risks.

### **Leaving your vehicle**

Before you get out of your locked automobile, scan the area around the vehicle. Are there any suspicious people in the immediate area? If so, move to another parking spot.

When exiting your vehicle, do it quickly and move toward the building entrance, scanning the area in front of you for suspicious people and behavior. Stay alert and if a suspicious person does approach, change directions and head for a safe area. Look for security call alarms that may be located in aisles and by stairways and elevators. Use an alarm if you are threatened.

When leaving the building, approach your vehicle with care. Scan the area around it. If something appears out of the ordinary or you see a suspicious person approaching, stop, and go back into your building. Contact security or call the police. Ask for a security escort if this service is available.