



**POLICE CO**  
*Keeping you informed, keeping you safe*

It is coming to that time of year when businesses expect larger sales and increase their stock levels in order to meet customer demands.

It also means that offenders know businesses will have more stock and that there will be more demand to sell on stolen items.

**Following a number of commercial burglaries around the county over the last few days, Police would like to offer the following security advice to local businesses:**

- Are there good quality locks on all doors and windows at ground level?
- Are there good quality locks on each accessible door and window above ground level?
- Can internal doors be locked when left unattended for long periods? (Providing no one is living within the confines of the property)
- Are all fire doors alarmed?
- Do you nominate members of staff to check that all doors and windows are closed and locked at the end of the business day?
- If you have a burglar alarm, are your staff familiar with the procedures for switching it on and off (In order to reduce false alarms)?
- Do you maintain good visibility around the perimeter of your building e.g. cutting back overgrown planting?
- Do you have adequate lighting around your building during the hours of darkness?

- Do you have your CCTV cameras regularly maintained?
  
- Do the CCTV cameras cover the entrances and exits to your building?
  
- Do you have CCTV cameras covering critical areas in your business such as server rooms or cash offices?
  
- Do you store the CCTV images in accordance with the evidential needs of the police?
  
- Could you positively identify an individual from the recorded images on your CCTV system?

Most business burglaries occur through smashing glass windows or panels in doors:

**Grilles and Shutters:** These can be an excellent way of deterring burglars, but externally fitted varieties will need planning permission. There are three main types:

- Internal grilles are usually a thin lattice mesh that is lowered just behind the window. (Note that these do not protect the window and glass replacement is often the greatest cost in a burglary);
  
- External metal grilles are usually of the ‘tube and link’ design;
  
- External roller shutters (made from solid aluminium or steel strips or laths which can have ‘windows’ punched into them to allow window shoppers a glimpse of your wares).

External grilles and shutters usually roll up into a housing behind the fascia while the shop is trading; some are taken down in sections and stored inside the shop.

**Fit grilles inside:** You can protect high value goods within the shop floor area by securing high risk display cabinets, such as for tobacco displays, with protective grilles and shutters.

**Glass ‘film’:** A reasonably cheap way of improving the strength of glass windows against smash and grab attacks is by applying a plastic film, available in various grades, to the rear of the window. This is a good deterrent but filmed glass windows are slightly less clear than non-filmed windows. Mirror-finished film on rear windows will both increase the strength of

the glass and fully restrict a burglar's view into rear storage areas.

### **Laminated glass**

This is very difficult to break through in a 'smash and grab' attack because it is made by bonding a layer of tough plastic between sheets of glass, and this will hold the window together even after the glass has broken. However, to be effective you must ensure that window frames and fixings are equally strong, and bear in mind that you will often have to pay to replace the glass, even if the burglars were not able to take your stock.

For further advice on securing your businesses you can contact the general police number "101" and ask for assistance from a Design Out Crime Officer (DOCO) for your area or you can click on the web page for Suffolk Police Community Safety site:

<http://www.suffolk.police.uk/advice/crime-prevention-z>

If you see anyone acting suspiciously around a location, or have any information on any offences that have recently occurred, please contact Suffolk Police via [www.suffolk.police.uk](http://www.suffolk.police.uk) using the 'report something' link or via 101 telephone number.

Help us keep our communities safe.

Police advice on a variety of subjects can be accessed via <https://www.suffolk.police.uk/advice>

To report something, or to otherwise contact Police, use the link <http://www.suffolk.police.uk/contact-us>

To report something anonymously call Crimestoppers on 0800 555 111 or visit [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)

Alternatively call **101** for non-urgent matters.

**Always call 999 in emergencies, or if an immediate police response is required.**

Police Connect Team