



STATE OF CALIFORNIA  
OFFICE OF CRIMINAL JUSTICE PLANNING  
**RESIDENTIAL BURGLARY**  
AND WHAT TO DO ABOUT IT



## INTRODUCTION

All of us fear personal violence, but the odds of being murdered or attacked on the street are actually very low. There is, however, one very serious crime to which every American is vulnerable—burglary.

There were more than two million burglaries reported in America in 1970, causing a loss of nearly \$700 million. Here in California, more than half of all major crimes committed are burglaries. Your chances of being burglarized are increasing every year, whether your income is high or low, whether you are white or black, young or old, apartment-dweller or homeowner.

Don't think insurance alone can protect you. Of course you need insurance, but no policy protects you from the fear that comes from knowing your home has been invaded, from the loss of keepsakes, and from the inconvenience of having to make repairs after you've been burglarized. Even the protection insurance *does* afford becomes more expensive each year because of the rising number of burglaries.

The Attorney General of California, the police departments of Anaheim, Berkeley, Compton, Fresno, Pasadena, Richmond, Riverside, San Bernardino, Santa Ana, and Stockton, and the sheriffs' departments of San Joaquin and San Mateo counties, have put all their know-how together in an anti-burglary program designed and funded by the California Council on Criminal Justice and the Office of Criminal Justice Planning.

You are an integral part of this burglary prevention and control program. The emblem on the cover of this booklet—an international traffic sign directing the prevention of "450", California's Penal Code Section on burglary—is to remind you and your community to prevent burglary, because it's a job your law enforcement officers can't do alone. Why not start today, by reading this booklet and following its suggestions?

EVELLE J. YOUNGER

Attorney General, State of California

and

Chairman, California Council on Criminal Justice

The Office of Criminal Justice Planning is pleased to present this booklet on "RESIDENTIAL BURGLARY AND WHAT TO DO ABOUT IT." We hope you will read it carefully and take action to burglar-proof **your** home or apartment.

This useful booklet is a by-product of our Crime-Specific Burglary Prevention and Control Program. With the cooperation and participation of the Attorney General and major California law enforcement agencies, we have developed a program to do something positive about the crime of burglary. In target communities in California, we are mounting an intensive attack on burglary. We believe the results will be significant and we hope the anti-burglary techniques developed will be used throughout the state.

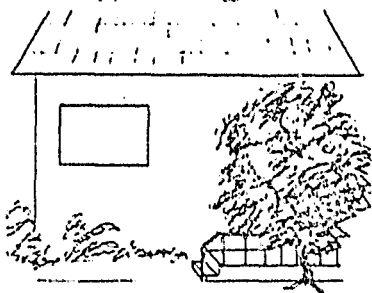
The Crime-Specific program is another example of the commitment of the Office of Criminal Justice Planning toward making Californians safe from crime.

**ANTHONY L. PALUMBO**  
Executive Director  
Office of Criminal Justice Planning

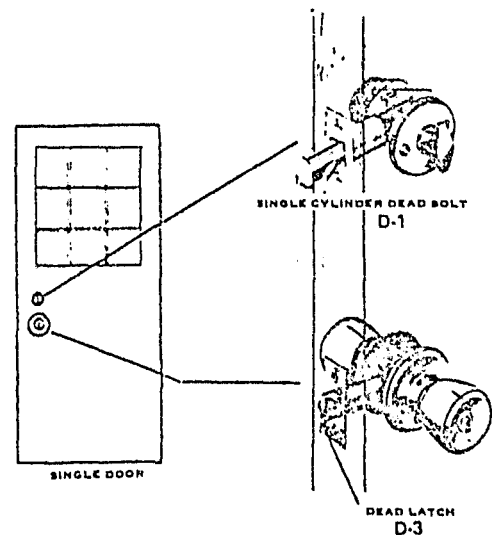
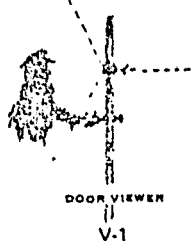
**MINIMUM SECURITY MEANS THE PREVENTION OF ENTRY BY A BURGLAR THROUGH ANY DOOR OR WINDOW EXCEPT BY MEANS OF DESTRUCTIVE FORCE.** Most burglars will not break a window to enter. The majority of the devices in this booklet cost very little and the home security procedures suggested cost nothing; all of them will help reduce burglary.

Begin your home security check with the front door and work clockwise around the entire inside of the house. Include all doors and windows, finishing with the back yard, fence and shrubs, gates, and garage.

Shrubby should never block the view of your front door. This allows an intruder the opportunity of privacy to gain entrance.



A wide angle viewer in the door lets you know your visitor.



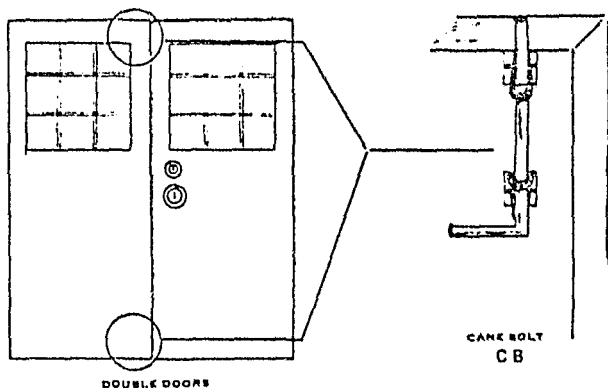
**AUXILIARY DEADLOCK** — 1" deadbolt, single cylinder with hardened cylinder guard, and thumb turn.

If glass is within 40" of the locking hardware, additional security provisions should be followed. See page 5.

A **DEAD-LATCH** is an inexpensive and attractive addition to your existing knob-lock set which keeps the burglar from simply slipping your door open with a credit card. This method of entry is common in many areas but very easy to prevent.

**CANE BOLTS** -  $\frac{1}{2}$ " in diameter by 12" high installed at top and bottom of the inactive door offer *minimum security*.

Many homes with pairs of doors, use half-barrel slidebolts on the inactive door. These are weak and inadequate.



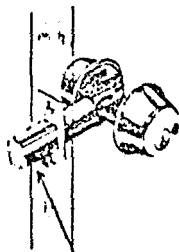
**ADDITIONAL SECURITY MEANS THE PREVENTION OF EXIT BY AN INTRUDER THROUGH ANY DOOR EXCEPT BY MEANS OF DESTRUCTIVE FORCE.** This reduces the possibility of theft of large household possessions after the intruder has gained entrance through a window and is expecting an easy exit through a door.



**WARNING:** One window in every bedroom on the ground and second floor must be left available as a fire exit, particularly for children and guests in your home. At night, the bedroom window may often be the quickest and safest means of getting out. Because of the danger of fire, decorative iron grilles are not recommended on bedroom windows, unless they can be opened from the inside.

Following are illustrations of key locks which can be used as additional security when the home is unoccupied.

**AUXILIARY DEADLOCK** - 1" deadbolt and double cylinders with hardened cylinder guards. If the double cylinder deadbolt is locked when the house is occupied, a key should be left in the inside keyhole, as a means of fast exit in case of fire. Always remove the key when leaving home.

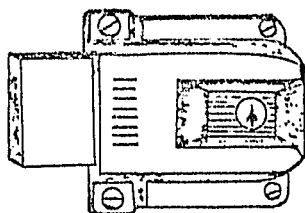


**DOUBLE CYLINDER DEAD BOLT**  
D-2



*Lock all doors and windows before you leave. The majority of burglaries are committed by persons in narcotics, so even if you are not concerned about your valuables — why support their habit?*

THE RIM LOCK is a 1" dead bolt lock which is installed on the inside surface of the door. It is less expensive than other types of locks, but equally effective for security.

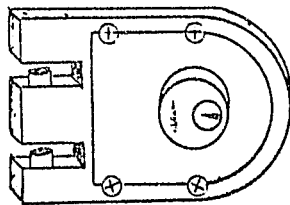


RIM LOCK  
D-2



*Put identification (your driver's license number is best) on all valuables. This reduces chances of theft when spotted by the burglar, it increases chances of recovery if you are a victim. Your police, sheriff, fire department, or service club may have engraving tools to loan — they are as easy to write with as a pencil and will write on anything. The tools can even be purchased for under ten dollars.*

THE "JIMMY-PROOF" RIM LOCK is another lock which is installed on the inside surface of the door. But this lock has vertical dead bolts, which is an *additional* security approved locking device.



"JIMMY PROOF" RIM LOCK  
D-2

**FLUSH BOLTS** — Installed at the top and bottom of the inactive door of a pair of doors, flush bolts offer *additional security*, since the intruder cannot get at these devices to tamper with them if the doors are locked.



FLUSH BOLT

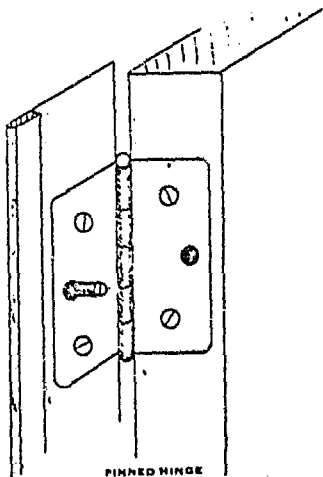


*Call your local sheriff or police whenever a stranger seems to be hanging around. They can politely have a look. Get a license number if you can do it easily, but don't subject yourself to danger, or even embarrassment, by approaching a strange person or car.*

#### HINGE PROTECTION

To protect your door from being lifted from its hinges by pulling the hinge pin, follow these simple steps:

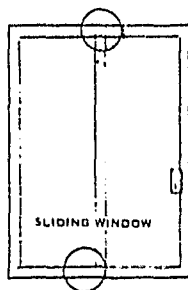
1. Remove two screws, opposite each other, from both leafs of your hinge.
2. Insert screw or concrete nail into jamb leaf—protruding  $\frac{1}{4}$ ".
3. Drill out the opposing screw hole in door. Do this in the top and bottom hinge of the door. When closed, the pins may be removed, but the door will remain firmly in place.



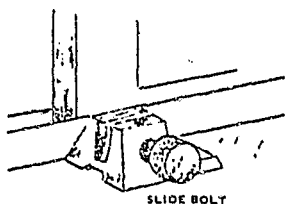
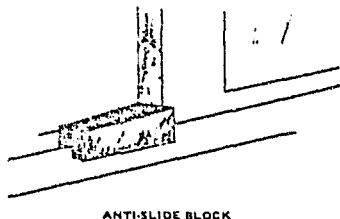
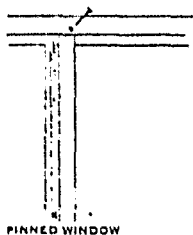
PINNED HINGE

**WINDOWS:** Primary interest in securing windows is to eliminate entry by prying open. Most burglars avoid breaking glass, due to the fear of attracting attention.

**WITH SLIDING WINDOWS** the primary objective is to keep the window from sliding or being lifted up and out of the track.



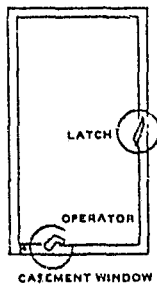
There are many manufactured products available for securing windows; here are some of the suggestions.



*It is not recommended to lock a window in a ventilating position. This is an invitation to a prying action which can result in entry.*

*Key locking devices offer no real security and they can be a fire exit hazard.*

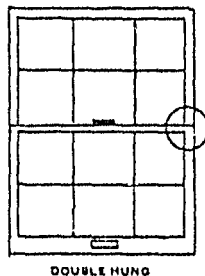
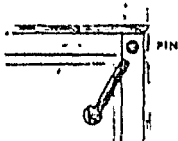
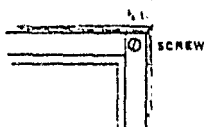
**CASEMENT WINDOWS** are the simplest to secure. Make sure the latch works properly and that the "operator" has no excess play. If so, replace the worn hardware.







**DOUBLE HUNG WINDOW** latches may be jimmied open. If the window is not used, screw it shut (except bedrooms). For windows in use, drill a downward sloping hole into the top of the bottom window through and into the bottom of the top window and insert a pin or nail.

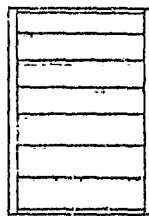


DOUBLE HUNG

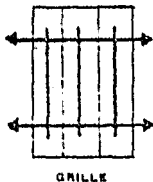


*Did something seem odd about that salesman? Was that really a repairman with a wrong address? Your local police can easily find out if you just call them.*

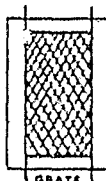
**LOUVRE** windows are bad security risks. Remove and replace with solid glass or other type of ventilating window. Or, protect with a grate or grille (except bedrooms).



LOUVRE WINDOW



GRILLE

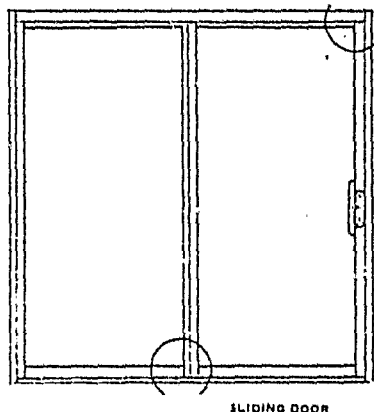
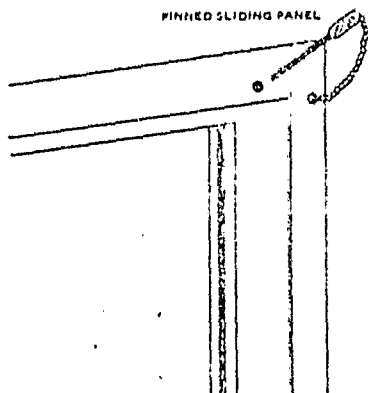


GRATE

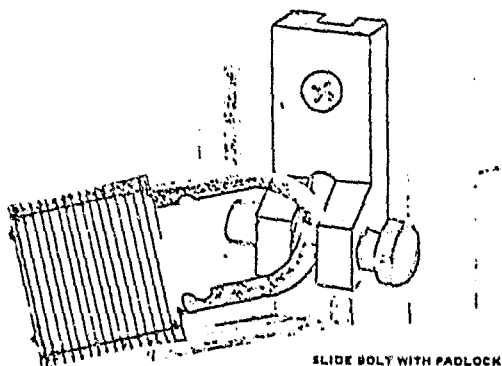
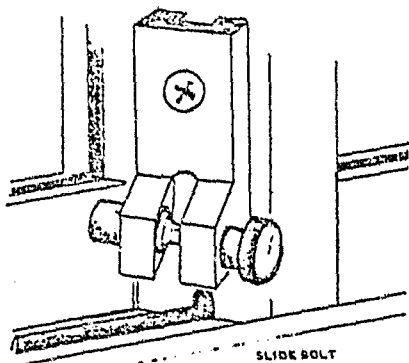
Another good security measure is the use of ornamental iron gates and fencing for ground level entrances and yard protection.

**WARNING:** One window in every bedroom on the ground and second floor must be left available as a fire exit, particularly for children and guests in your home. At night, the bedroom window may often be the quickest and safest means of getting out.

**SLIDING DOOR:** The purpose of securing a sliding door is to keep it from sliding or being pried up and out of the track.



A simple way to secure an inside sliding door is to drill a downward sloping hole through the top channel into the top portion of the sliding door frame. Insert a pin as illustrated. This may be used as a *minimum security* method when the home is unoccupied.



Another way to secure a sliding door is to install a slide bolt for *minimum security*. To offer *additional security* when your home is unoccupied, a padlock keyed to your front door may be added.

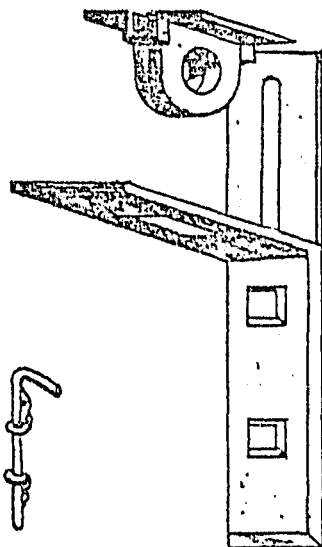
Of the many devices available for sliding doors, these offer the least expensive and most effective means of security.

Sticks and bars may be used, but any burglar can easily remove these. They offer no protection from the intruder making an easy exit with your household goods.

**GARAGES:** The single lock on the garage door is inadequate to keep intruders from prying up the opposite side and crawling in.

One of three methods may be used to secure the door:

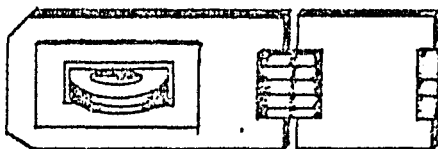
1. Add another bolt and padlock to the opposite side.
2. Install a pair of cane bolts to the inside. (Note — these are operable only from the inside.)
3. Add a top center hasp, as illustrated. Any person of average height can operate this locking device.



CANE BOLT  
C-2

SLIDING HASP  
H-2

**HASPS:** These must be of hardened steel and installed with carriage bolts through the door or gate. Use large washers on the inside. After the nuts are secured, deface the threads of the bolt ends with a hammer to keep the nuts from being removed.



HINGING HASP  
H-1

In every case use a *minimum standard exterior padlock* as described on page 12.

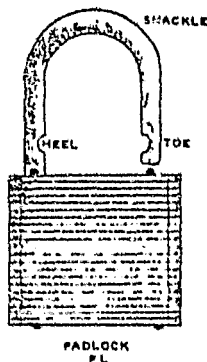


*Don't bide a key outside. Most hiding places are obvious to the burglar.*

**PADLOCKS:** There are many padlocks on the market from which to choose. Do not be guilty of economizing on a padlock that will not give you the protection you need. The most common assault on a padlock is with a large bolt cutter or pry bar. The following description, which you can take to the locksmith or hardware store, is the *minimum standard* for an exterior padlock:

1. Hardened steel, 9/32" shackle. (Naturally, heavier shackles offer additional security.)
2. Double locking mechanism-heel and toe.
3. Five-pin tumbler.
4. A key retaining feature, whenever possible. This prevents your removing the key until you have locked the padlock.

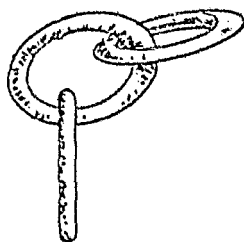
Never leave your padlock unlocked. This is an invitation to have the padlock removed so that a key can be made, and the lock returned to its position. Later the burglar returns when no one is home and enters at his leisure, using his key.



#### MINIMUM STANDARD FOR APPROVED CHAIN:

Must be of at least 5/16" hardened steel alloy. The link must be of continuous welded construction. Lighter chain or chain with open links simply will not withstand bolt cutting attacks. Don't give your bicycle away. Using anything less will invite its theft.

**MOTORCYCLES:** These expensive bikes require additional security measures. They must be secured with a mated 3/8" hardened steel alloy chain and padlock of equal strength. Sheathed cable has not proven a satisfactory deterrent to theft.



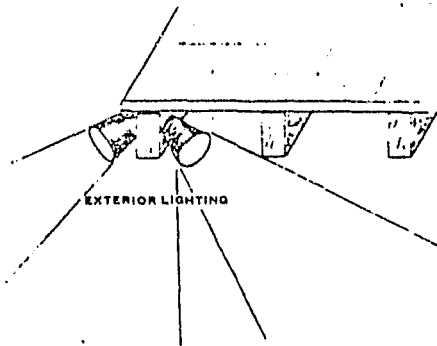
**BICYCLES:** You don't leave your car unlocked, so treat your bicycle the same way. Use an approved chain and padlock whenever you are not on the seat! Lock it to the eavase — with a 3/8" x 6" eye screw fastened into a stud. The eye screw should be at least 3 feet above the floor, because this makes using a pry bar much more difficult.

Whenever you lock your bike in a public place, chain it to a secure rack or stanchion through the frame and a wheel. Keep the chain as high above the ground as the bike will allow. This reduces the leverage for a pry bar or bolt cutter attack.

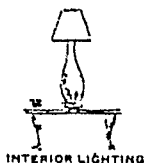


EYE SCREW

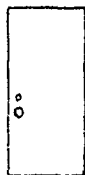
**LIGHTING:** Good exterior lighting is important, particularly when the yard area is obscured by high non-removable shrubbery. The best possible location for outside lights is under the eaves. This makes ground-level assault more difficult. You can buy an inexpensive timer or a photo-electric cell which will automatically turn the lights on at dusk and turn them off at dawn.



**BURN A LIGHT AT NIGHT.** The best source of interior lighting is a living room light, whether you are home or not. Again, use a timer or photo-electric cell to automatically turn the light on at dusk. The illumination coming from this source is sufficient to silhouette an intruder through many windows in your home. It is also confusing to the burglar as to whether you are away, at home, or asleep on the sofa.



**SECONDARY BARRIER:** If the value of small personal items warrants protection, a secondary barrier is an additional safeguard. On a hinging closet door, install a 1" deadbolt lock. Store your jewels, furs, camera, guns, silverware, and other valuables behind this barrier. Be sure to pin the hinges. See page 5, "Hinge Protection".



Keep the burglar away from this vital target by use of an alarm.

**ALARMS:** There are many types of alarms on the market. Secure the services of a reputable alarm company. They will advise you of the best system to protect your home. Space detection methods are excellent. Physical contact methods are fair, but tend to send false alarms.

**DON'T DEPEND ONLY UPON AN ALARM TO PROTECT YOU... BE SURE TO USE THE PROPER LOCKING DEVICES.**

Any alarm system should include:

1. A battery failsafe back-up.
2. Fire sensing capability.
3. Read-out ability to check working of system.
4. Horn sounding device installed in attic through vent.

When shopping for an alarm, take this list with you.



**BE SURE TO LOCK BEFORE YOU LEAVE AND LET A NEIGHBOR HAVE A KEY.**

**USE THIS TO LIST YOUR PERSONAL PROPERTY**

If you can identify recovered stolen property, it will aid police in returning the items to you. On those items that have no serial number, you may engrave your Drivers License or Social Security number with a simple etching tool. Personal items such as jewelry may be photographed with proper identification listed on the back of the photo.

PROPERTY MARKED WITH  
DRIVERS LICENSE NO. \_\_\_\_\_

[illegible]

DISHWASHER, STOVE, MIXER,  
TOASTER, REFRIGERATOR, ETC.

[illegible]

CAMERA, BINOCULARS, SPORTING  
GOODS, SEWING MACHINE, WATCHES

[illegible]

## POWER TOOLS & SPECIAL EQUIPMENT

[illegible]

## CREDIT CARDS

[illegible]

AUTOMOBILE, MOTORCYCLE, SCOOTER

[illegible]

## BICYCLE

Make	Color	Lic. No.	Frame No.

**GUNS**

[illegible]

TELEVISION, RADIO, STEREO, TAPE  
RECORDER, ETC.

[illegible]

WHEN LEAVING YOUR HOME PRACTICE THE FOLLOWING ADVICE----  
IT WILL PAY DIVIDENDS

GOING TO THE MARKET OR OUT TO DINNER-----?

A residence which presents a lived-in appearance is a deterrent to burglars.

Never leave notes which can inform a burglar that your house is unoccupied.

Make certain all windows and doors are secured before departure. An empty garage advertises your absence, so close the doors.

When going out at night, leave one or more interior lights on and perhaps have a radio playing. Timers may be purchased that will turn lights on and off during your absence.

Do not leave floor keys under flower pots or doormats, inside an unlocked mailbox, over the doorway, or in other obvious places.

WHEN PLANNING VACATIONS OR PROLONGED ABSENCES-----

Discontinue milk, newspaper, and other deliveries by phone or in person ahead of time. Do not leave notes.

Arrange for lawn care and have someone remove advertising circulars and other debris regularly. On the other hand, several toys left scattered about will create an impression of occupancy.

Notify the post office to forward your mail or have a trustworthy person pick it up daily. Apartment house tenants could also heed this hint as stuffed mail receptacles are a give-away when no one is home.

Inform neighbors of your absence so they can be extra alert for suspicious persons. Leave a key with them so your place may be periodically inspected. Ask them to vary the positions of your shades and blinds.

Have the telephone temporarily disconnected. Burglars may try calling to find out whether anyone is in.

When you leave, do not publicize your plans. Some burglars specialize in reading newspaper accounts of other people's vacation activities.

Contact your local police or sheriff station and inform them how long you will be gone, who has a key to your house, and where you can be reached. Special attention will be given to the premises while you are away.

If you find a door or window has been forced or broken while you were absent.....DO NOT ENTER. The criminal may still be inside. Use a neighbor's phone immediately to summon police or sheriff.

Do not touch anything or clean up if a crime has occurred. Preserve the scene until the police or sheriff can inspect for evidence.

REMEMBER TO:

LOCK BEFORE YOU LEAVE

TRUST A NEIGHBOR WITH A KEY

BE A CONCERNED NEIGHBOR, YOURSELF





**END**