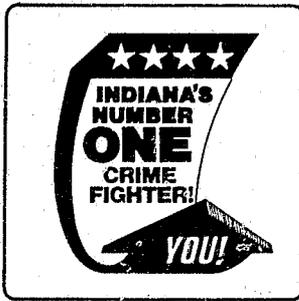


CRIME PREVENTION MANUAL

State of Indiana

59498

prepared by
Indiana Crime Prevention Office



PREFACE

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National Crime Prevention Institute

NCJRS

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ACQUISITIONS

INTRODUCTION

For a crime to take place, three elements must be present: desire, ability, and opportunity. It is important to remember that all three must be in existence at the same time. It is not sufficient for a person to have the ability and opportunity to commit theft if he does not also have the desire. Similarly, if he has the desire and ability without the opportunity, no theft can occur.

Then, if it is society's intent to reduce the occurrence of crime, it is incumbent upon it to remove one or more of the "necessary but not sufficient" elements. As the public has recently talked about crime prevention, it has generally referred to efforts aimed at "reducing the motive of the potential offender." These may include plans for raising the minimum income level of all families, rehabilitating known offenders, or educating youth to a higher degree of social responsibility. It is felt that there are enough other works on these subjects for the reader to consider.

To a large extent, ability is a function of opportunity. An unsophisticated burglar may have the ability to commit a burglary if the opportunity includes an unlocked door. However, reducing the opportunity by locking the door may then surpass his ability to enter. As ability and opportunity are related, they will be discussed in the context of opportunity.

This leaves us with "reducing the opportunity to commit crimes." It is the main subject area for what follows. This fits in well with the definition of crime prevention we have selected. "Prevention of crime is defined as the anticipation, recognition, and appraisal of a crime risk and action taken to reduce or eliminate that risk." Focus is placed upon action that can be taken before a crime occurs.

We are fully aware of what appears to be another request made upon already overburdened law enforcement agencies. However, it is the intent of this document to show these agencies how they and their communities can combine efforts before-the-fact to reduce these burdens. In the Selected Programs section we outline the structure and function of those efforts that appear to have made these reductions. A summary of past progress of these programs is also included.

One of the major purposes of this work is to serve as a resource document for the Local Law Enforcement Agency.

The description of selected programs recommended for implementation on the local level comprises the second primary purpose of this manual. These recommendations, found in the third section, are based upon the expertise of the law enforcement officials who served on the Advisory Committee.

The last major objective is the listing of legislative recommendations that go beyond the scope of authority vested in City Councils and County Commissioners. These call for such things as the adjustment in our criminal justice system. Again, these recommendations are based upon the knowledge of the Advisory Committee.

One important qualifier should be placed upon this document. It is based upon what is known in 1977. Major new developments are taking place at least every month just in Indiana. While we feel this resource document provides a base of information, those people concerned with preventing crime should be constantly aware of new training programs, changes in existing programs, and development of new approaches.

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"Indiana Crime Prevention Program" -- AN OVERVIEW

The "Indiana Crime Prevention Program" - funded through L.E.A.A. - is a unique project in that it involves, as participating agencies, 212 Indiana law enforcement organizations and the communities they represent. Unlike all other "State" crime prevention programs in which the state law enforcement agency dictates program formation and policy, Indiana's program is a "partnership of effort" on the part of all participants. Each and every agency has an equal voice in program development and implementation. A Law Enforcement "Steering Committee" has been established whose members act as spokesmen for the whole. The Committee acts as a catalyst and provides a positive sense of direction in the formation and adoption of viable crime prevention projects within the framework of the "program." It has also gone a long way in establishing a positive sense of solidarity between and among the various levels of law enforcement jurisdictions involved. All members of said "Committee" are graduates of the National Crime Prevention Institute in Louisville, Kentucky.

The "Indiana Crime Prevention Program" is being organized and coordinated by the Indiana State Police Department through its Crime Prevention Office. The I.S.P. will coordinate the various activities, act as resource center and as the delivery system for all materials used by the participating agencies. The actual program implementation occurs at the local level through participating Town, City, and County law enforcement agencies. It is their "program" to offer to their communities as they see fit. Many private organizations, both business and industry and civic and service club, are involved with the policing agencies in offering the pro-active crime prevention services to their citizenry. The involvement of citizen groups is a very vital part of the "program." It has been suggested that each participating community establish a "Crime Prevention Committee" to assist their law enforcement agency in this endeavor. Crime Prevention is not just the duty of the police but of the community as a whole. It is a matter of shared responsibility.

The major objective of the "program" is to reduce the incidence of crime throughout the State. The goals set up to obtain the objective are: (1) Increase the awareness of citizens to the crime problem in the communities; (2) Carry out a citizen education and training program on preventing specific types of personal and property crimes; (3) To involve organized adult and youth groups in crime prevention activities; and to improve crime prevention capabilities through legislative changes and community planning.

In summation, the Indiana Crime Prevention Program is essentially a program designed to provide a service to the citizens of Indiana, developing community awareness to the crime problem with the objective of reducing crimes against persons and property. It is a program designed to be implemented on the local level with assistance and support from state government.

Remember - Indiana's Number One Crime Fighter is YOU!

GUIDELINES FOR COMMUNITY CRIME PREVENTION COMMITTEES

- I. Each local Crime Prevention Committee would be under supervision of the State CPC, headquartered in Indianapolis. Reports would be sent to headquarters every month on local CPC activities.
- II. Each local Crime Prevention Committee would consist of 8-10 members, 7 minimum, their positions and responsibilities listed below:
 - A. Chairman - Oversee others; see that committee functions properly.
 - B. Communications (media) Relations - Would take care of all publicity for CPC activities, upcoming and past, on the local level.
 - C. Scheduling Director - Keep calendar of events dealing with CPC for all local groups (civic, church, school); set up CPC talks, speeches, interviews, etc.
 - D. High School Student Representative - Peer connection with children and teenagers and CPC; could help direct publicity, literature, etc.
 - E. Business Representative - Keep other businessmen informed of safety tips for their businesses; report input from this area; act as liaison for this portion of the community.
 - F. Police Officer - Direct line of communication from the law enforcement office and the people in the community.
 - G. Comptroller - Reports to CPC headquarters with form sheet (see attached sample) to record activities of the CPC.
- III. Additional suggestions to add to the committee member listing would be representatives from any other local crime safety group (i.e., Neighborhood Watch) for further cooperation with the CPC, and perhaps a clergyman as a listed member in some capacity, or just as an input and output source from that community aspect.
 - A. Also, the position of comptroller could be assigned to any one of the other positions instead of being a separate position.
 - B. A chairman should be elected from among the committee members, but it need not be any specific member.

- IV. Comptroller reports should be turned into headquarters by the first of the month; therefore, monthly CPC meetings should take place about the last of the preceding month.
- V. Year-end evaluation should be conducted by the community on the CPC to determine whether the Committee has brought about any significant improvement to the community.
 - A. Evaluation should be conducted by the community, but the exact direction from which it should come can possibly be decided upon by the community leaders.

S A M P L E

Community:

Name of Comptroller:

Date:

1. Progress report of preceding month:

2. Tentative schedule of events for upcoming month:

3. Any special events or occurrences, awards, relating to crime and prevention of crime which can be directly related to the efforts of the Crime Prevention Program and local crime prevention committee:

SELECTED CRIME PREVENTION PROGRAMS

Research and evaluation indicate that the following crime prevention programs have merit and can be implemented in local communities. Each program is described in enough detail so that it may be implemented with a minimum amount of research. Local officials are encouraged, however, to look at as many other existing programs as their resources will permit. As was stated earlier, this is a rapidly advancing field. New developments may include improvements on the listed programs and implementation of entirely new approaches.

All of these programs involve cooperation between law enforcement agencies and the community. The basic assumption underlying each of these selected programs is that the police alone do not have nearly enough resources to solve America's crime problems. As more and more people moved to the cities in the 20th Century, they abdicated most of their responsibilities for the maintenance of public order. The more impersonal urban environment fostered an attitude of non-participation in the programs of even close neighbors. This left the police alone to face the brunt of an increasing crime rate.

It would be inaccurate to think of these selected programs as being designed to alter only police procedures to move them closer to the community. Rather, the intent is to bring the police and community together in an anti-crime effort. Only by mobilizing all of the available resources can a problem of the magnitude be successfully attacked.

Program administrators should feel free to modify the procedures to fit local conditions. Similarly, consideration should be given to combining several of the programs. For instance, if the Neighborhood Alert Program is implemented, C.T./Operation Identification and Residential Security Inspection could be integrated with little additional expense. This would contribute to a comprehensive crime prevention effort.

Our findings indicate that the success of any program is predicated on the commitment of the leadership and the involvement of the members of that organization.

CRIME PREVENTION UNIT

(Although this is not a crime prevention program in and of itself, it is the basis for implementation of the suggestions which follow.)

Special Statement of Need

Many police agencies are currently undertaking at least limited crime prevention programs. These most frequently take the form of public speaking available on request, marking pens available for citizens' use, or pamphlet distribution. Unfortunately, relatively few departments implement multiple programs designed to achieve before-the-fact prevention.

What is lacking is a unit within the agency that can initiate and coordinate a varied selection of crime prevention programs. Officers would be able to receive specialized training. Such training would expose them to new programs that can often be run with only minimal costs. Officers would be available to work with community groups to implement combined approaches to crime prevention. Their continuing assignment would provide the momentum necessary for the continuation of these programs.

This is not to say that this unit is to have sole responsibility for all crime prevention activities. Just the opposite should be the case. Each officer on the department should assume portions of this effort as a regular part of his duties. The crime prevention unit should communicate to other officers ways in which they can help prevent crimes, but then it is the officers' responsibility to carry out those suggestions.

Purpose

To deter and reduce the incidence of crime by means of community-related programs administered by a specially trained unit within the law enforcement agency.

Past Results

Several agencies have formed crime prevention units. They have been successful in establishing numerous crime prevention programs. The results of these individual programs are found with the subsequent discussions of each program.

Recommended Implementing Procedure

The success of a crime prevention unit calls for top administrative leadership. Program directors should be exposed to specialized crime prevention training. Until such time as a school is established, it is recommended that program administrators consider having

key officers attend the National Crime Prevention Institute. Request for information and applications should be sent to:

National Crime Prevention Institute
Louisville, Kentucky 40222

The unit's efforts will involve working with citizens to implement joint approaches to before-the-fact crime prevention. This may involve working with individuals, neighborhood groups, business associations, civic clubs, etc. As programs are started, the unit is responsible for maintaining community interest. Officers should remember that citizens who volunteer their time are doing just that -- volunteering. It is unreasonable to expect that interested citizens will have the time to do the staff work necessary to continue such programs. Members of the unit should constantly concentrate upon involving new citizens and developing new approaches.

The bulk of their work will involve implementing the programs described later in this manual. Manpower requirements will, of course, vary depending upon such things as:

1. Size of police agency
2. Community population
3. Nature and extent of crime problem
4. Geography

Administrators should be aware that crime prevention efforts can be successful only with complete agency support. Liaison should be maintained with the department's statistical and community relations units. Close liaison should also be established with the patrol division. It is necessary that the beat officers be aware of the objectives and activities of the unit.

Possible Problem Areas

If the units are evaluated only on a short-term basis, their true impact will not be measured. Therefore, the results should be evaluated on a long-term basis.

PHYSICAL PLANNING

Purpose

To prevent crime by involving law enforcement personnel in community development planning.

Past Results

Few departments have been involved in community planning for a long enough period to allow an accurate evaluation of long-term impact. However, departments have prevented the types of construction that in the past have generated unusually heavy police service workloads. Also, they have sensitized county planning department staffs to the security needs that should be met when they prepare general plans and are asked to approve building plans.

Recommended Implementing Procedures

Police departments should make a commitment to work with the local planning department. In departments having a Crime Prevention Unit, this responsibility would logically fall within their purview. Personnel responsible for the carrying out of this function should receive training in crime prevention planning. Until an Indiana school is established, it is recommended that assigned officers attend the National Crime Prevention Institute, Louisville, Kentucky. The officers should be involved in the review of such things as general plans, specific development plans, major commercial building plans, and large multiple-family residential building plans. Their comments relative to public safety and security requirements should be included as a part of the planning department's evaluation of these plans. As this review process progresses, the officer should communicate the police needs to the planning staff men so that their reviews can be upgraded.

Possible Problem Area

Police departments may initiate this type of program expecting quick results in terms of crime reduction. However, the true impact of this effort will not be apparent for many years.

Costs

The salary of the assigned officer is assumed as a part of the general budget of the department.

CRIME TRAP/OPERATION IDENTIFICATION

Purposes

1. To deter burglars from entering an establishment by displaying the fact that all major items on the premises are clearly marked with a traceable identification number.
2. To reduce the turnover of stolen property from burglars to fences by showing the fences that such property is easily identifiable.
3. To provide an easy method of proving that such properties are not the belongings of suspected burglars, thus aiding in the conviction of suspects.
4. To enable the return of recovered property to the rightful owners.

Procedure for Implementation

The recommended implementation procedure is for each property owner wishing to participate in the program to purchase a \$1 kit containing the invisible marking pen and required forms, as well as two window decals stating that property within is marked for identification (the decals to be provided after goods are marked).

In order to inform property owners of the availability of such kits, it is recommended that newspapers, television and radio broadcasts publicize the program (through individual stories as well as paid advertising). Then, it is recommended that local community groups offer to "canvas" their neighborhoods, enrolling as many homeowners, apartment dwellers and commercial property owners as possible. Once the properties are marked, the provider of the kits then delivers the bright yellow decals to be affixed at points of entry.

Continued publicity of the program is necessary to remind residents of its availability and encourage community group participation. The program's funding is provided by Indiana's insurance industry, which pays for advertising and arranges presentations on the program for interested organizations.

Marking Property and Completing Entry

All instructions and materials required for joining the program are included in the kit.

The first step is to properly mark the items a burglar would most likely take, as well as any items the owner may feel are "irreplaceable." Using the capital letters "IN" followed by the social security number of the owner, carefully mark all valuables with the pen. The pen writes with an invisible fluid ink that dries and remains undetected to the naked eye, showing up only under the rays of an ultra-violet light. If property is stolen, then recovered, the police can detect ownership by "uncovering" the identification number through the use of a small, portable ultra-violet lamp, which emits a black light. The marking pen will mark on almost anything except the finest china and crystal. Even washable and dry-clean items may be marked, but the numbers must be reapplied after several cleanings.

After marking the items, the property owner then lists all the marked valuables on the Inventory form provided in the kit. The Inventory form (ref. #3) should be kept "out of sight" -- with a trusted friend or at the office -- in order to prevent anyone entering the home from discovering a "shopping list" of all the valuables and, more importantly, that the remaining items in the home are not marked for identification. A copy of the inventory should also be sent to the owner's insurance agency for his records.

Next, the property owner fills out the blue register card provided in the kit (ref. #2). This card is sent to the state police office which enters the identification number onto a computer network so that the owner's address, etc., can be located if and when it is needed to return property.

Past Results

It has been shown that seldom, if ever, has a home been burglarized when there are Crime TRAP/Operation Identification decals displayed in the windows saying that property within is marked for ready identification. Several convicted burglars have been quoted as saying that there are two things which will deter them from entering a home: a large barking dog or a decal in the window saying that property within is marked for identification.

Several unique incidents have occurred in recent months.

A two-county burglary ring was broken up, after police were able to properly identify some stolen goods. Two suspects in the case had claimed ownership of the confiscated property. However, after being shown under a black light that several identification markings were visible, the suspects admitted to entering the victim's premises on two occasions and removing her property (marked with the CT/OI utensils). The suspects also admitted to various other break-ins in the area. The four other suspects were later implicated in another county. Police searched a home in that county and uncovered several stolen items, which, when scanned with a black light, showed the markings of the true owners. Evidence ultimately resulted in seven arrests, and local sherriff's deputies told reporters: "Crime Trap/Operation Identification really works!"

In Marion County, residents of an entire block purchased CT/OI kits and displayed their decals, with the exception of one woman who did not purchase a kit. In time, she became the victim of a burglary. None of the other houses on the block were burglarized, and the woman very shortly received a gift from her concerned neighbors--her very own Crime Trap/Operation Identification kit.

A man accused of stealing soybeans from a Tipton farmer was found guilty. Two men were charged with breaking into a grain bin and stealing soybeans. The men were further charged with selling the soybeans at a Summittville grain elevator. Contained within the beans sold to the elevator were numerous confetti-like markings. The police were able to ascertain from these markings that the beans belonged to the Tipton farmer. They verified with the farmer that his beans had, indeed, been stolen, and this was "proof positive" against the accused bean filchers.

Possible Problem Areas

1. Apathy among property owners is the biggest threat to the success of this program. If property owners continue to be responsive, however, it is foreseeable that continued good results will show up in the years ahead.
2. Owners may neglect to mark items purchased after they have joined the program. Once the initial markings take place, it is essential that updates to the inventories be made and the items marked.

Costs

It is not intended that anyone make a profit from this program, as it is solely for the protection of residents' private property. Therefore, the costs of membership are kept at the cost of the materials within the kit. No organization should be permitted to sell the kits at a profit. All administrative costs are picked up by the insurance industry in Indiana. These costs are minimal as well, depending mostly on community volunteer groups for implementation.

Recommended Forms

1. Letter of instruction (ref. #1)
2. Blue Registration Card (ref. #2)
3. Inventory Sheet (ref. #3)
4. Warning Decals (ref. #4)
5. Membership credentials (ref. #5)

WHY SHOULD YOU PARTICIPATE IN THE CRIME T.R.A.P./OPERATION IDENTIFICATION PROGRAM?

It has been proven that thieves are hesitant to take items that can be readily identified. Therefore, law enforcement agencies, the insurance industry, and concerned citizens are working together to help put the thief out of business.

To discourage the theft of items of value from your home, you are encouraged to identify your property with a Crime T.R.A.P. uniform number.

At other locations, you are encouraged to use a number or some other identifying mark.

There are two ways to identify your property:

Our property is now listed and identified as recommended for
Crime T.R.A.P./Operation Identification.

1. By marking the property with the manufacturer's serial number or by using a file "invisible" ink marking system, if most appropriate.

Name, Last _____ First _____ MI _____

Street _____ City _____ Zip _____

Telephone _____ Identification number _____

This number is the same as appears on my driver's license. yes no.

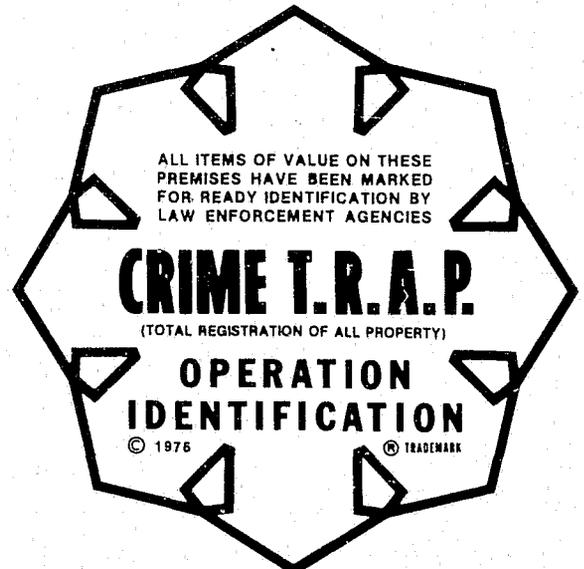
_____ (to be completed by police agency)

2. By marking the property with a complete the entire identification number and return them to the nearest law enforcement agency and your valu-

Keep a copy of this form in your safety deposit box or somewhere other than your home (in case of fire or tornado you don't want your only list destroyed). You might also make a duplicate copy to a relative, trusted friend or insurance agent.

Upon completion of the form you will be given a Crime T.R.A.P./Operation Identification decal. We suggest that you affix it to a conspicuous place on a window or door of your home.

Your participation in this crime prevention program is appreciated by the Indiana State Police, local police agencies, and the insurance industry.



BRINK'S SECURITY MARKING SYSTEM INVISIBLE NON-DEFACING MARKER

Here are the essentials of this security system.

Before marking, prepare a form or use the form provided in the property identification kit. Record any serial number on the article, mark your social security number on the item and indicate where you have marked the article.

On all porous surfaces this ink is considered permanent and waterproof. On non-porous surfaces, it is best to mark where the surface is dull and rough and least likely to be handled, because it is possible that the ink can be willfully rubbed off.

Police departments have the proper equipment to make this ink visible, thus identifying the article as yours.

Some black lights you have in your home will reveal your mark. Show this system to your friends.

The marker has more than enough ink to identify every article in your home. You may check your ink supply and determine that the marker is marking properly by writing on paper.

Since the mark is non-defacing you can use it on art objects, paintings, antiques, gloves, clothing and leather goods. In addition, mark hidden areas such as inside the glove compartment of your automobile or underneath the seat of a bicycle.

Remember, all articles should be marked in concealed or hard-to-detect areas.

After completing your inventory and marking all your valuables, take your inventory list and the identification number you used, to your insurance agent where you will receive two points-of-entry decals.



RESIDENTIAL, COMMERCIAL AND INDUSTRIAL

SECURITY INSPECTIONS

Purpose

To prevent burglaries by providing owners, operators and residents with recommendations for making their businesses and homes more secure. These recommendations are based upon detailed inspections of the merchants' and residents' existing security precautions.

Past Results

Lack of available data precludes us from making an evaluation of this program at this time.

Recommended Implementing Procedure

Residential security inspections may be performed by sworn or non-sworn police personnel. One agency has had considerable success using Community Service Officers. Another has used reserve officers with good results. There are three minimum requirements in selecting personnel. They would all have passed the department's regular background investigation. Each of them should project enough of a positive image so that residents will allow them to inspect their homes and will be likely to implement the security recommendations they make. The last requirement is that they receive adequate training in making these inspections. Project directors should consider sending the supervisor (a sworn officer) to the four-week Crime Prevention Theory and Practice Course put on by the National Crime Prevention Institute, Louisville, Kentucky. This officer can then provide in-service training to the para-professionals. The potential losses from commercial and industrial locations are sufficiently higher than those from residences that additional expertise may be required. The lead officer should receive the best available training so that he can transfer it to his subordinates.

If a Crime Prevention Unit exists, it is suggested that staff responsible for residential, commercial and industrial security inspections be placed within it. If no such unit exists, the staff may be a part of the Administrative Services or Field Operations Divisions.

The preferred implementing procedure is to first establish target areas within the jurisdiction. Merchants and residents of these areas should be notified of the inspections at least one week in advance. This notification should include the date and time of the visit and a detailed explanation of the service. If no one is home at the time of the visit, a card should be left explaining that the inspectors were there. It should also include a telephone number that can be called to schedule another visit.

The inspectors themselves should look at the type and quality of locks, door frames, window frames, hinges, etc. Interior and exterior lighting should be examined. A list of deficiencies and recommended corrective actions should be left with the merchant or resident.

As a part of the overall evaluation, the department should follow up with subsequent inspections to determine what percentage of the recommendations were carried out. In order to accomplish this, the department should retain a copy of the list of deficiencies.

As recommendations are made to remedy security deficiencies, it is necessary to keep in mind that the cost of the security devices will have to be borne by the merchant or resident. For that reason, it is unwise to make recommendations for the purchase or installation of devices that are so costly as to be beyond the means of the individual or firm. For average-priced homes, it is probably unrealistic to recommend devices that will cost more than \$100 installed. Of course, homes containing very expensive items and commercial establishments will probably have higher requirements.

At the time of the security inspection there can also be an explanation of other available programs, e.g., Crime TRAP/Operation Identification.

Another approach to selecting targets for inspections is to offer the service to persons reporting burglaries. It is likely that these people will be more motivated to institute measures which might prevent a recurrence. Other groups that may be more receptive to the idea of security inspections include neighbors of the burglary victims and citizens who call into the department wishing to have their homes checked while they are away on vacation.

Possible Problem Areas

1. Residents may not have the tools or expertise to install security hardware.
2. Low-income residents may not be able to afford even minimal security devices.

It is possible that some lock companies will provide quality locks at cost for bona fide low-income residents, e.g., Social Security recipients. Installation might be provided for these peoples free of cost by service clubs.

Costs

Salaries will be paid for out of the department's budget. If Community Service Officers are to perform inspections, this cost would be reduced. Costs of security equipment are assumed by the citizens.

Recommended Forms and Literature

1. Crime Fighter's Kit
2. Security Check form (recommended form attached)

Security Check

BUILDING TYPE: Residence _____ Apartment _____ Store _____ Other _____

HINGED DOORS		RECOMMENDATIONS
<input type="checkbox"/> MAIN ENTRANCE	G F P	
<input type="checkbox"/> SIDE DOOR	G F P	
<input type="checkbox"/> BACK DOOR	G F P	
<input type="checkbox"/> BASEMENT DOOR	G F P	
<input type="checkbox"/> OTHER DOOR (_____)	G F P	
<input type="checkbox"/> OTHER DOOR (_____)	G F P	
<input type="checkbox"/> SLIDING DOOR (IS)	G F P	
<input type="checkbox"/> SLIDING DOOR (OS)	G F P	
<u>WINDOWS</u>		
<input type="checkbox"/> DOUBLE HUNG	G F P	
<input type="checkbox"/> SLIDING	G F P	
<input type="checkbox"/> CASEMENT	G F P	
<input type="checkbox"/> LOUVER	G F P	
<input type="checkbox"/> OTHER (_____)	G F P	
<input type="checkbox"/> LIGHTING	G F P	
<input type="checkbox"/> SHRUBBERY	G F P	
<input type="checkbox"/> ALARM SYSTEM	G F P	
<input type="checkbox"/> MISC. OPENING (_____)		

REMARKS:

INSPECTED BY _____

DATE _____

NEIGHBORHOOD ALERT

Purposes

1. To increase the cooperation between citizen and law enforcement in protecting their own and their neighbors' property.
2. To prevent the occurrence of crimes against persons and property in participating neighborhoods.
3. To increase the apprehension rate for crimes against persons and property in participating neighborhoods.

Past Results

In the Indianapolis and Marion County areas which have implemented Neighborhood Alert, along with other special prevention and enforcement programs, reports indicate a 17.7 percent decrease in residential burglaries.

Recommended Implementing Procedure

Crime Prevention Officers should solicit residents to participate in the program. This solicitation may be done by general advertising, random selection of homes, contacts through service groups, or contacts with crime victims.

As soon as the program is explained to the selected neighbor, he should be instructed to invite all of his neighbors to an evening meeting. The suggested lead time for this meeting is one to two weeks. At the time of the meeting the selected resident should again give a brief statement of the purpose of the meeting and then introduce the department's representative.

This representative may be a Crime Prevention Officer. If the department is operating a Basic Car Plan, the representative can be the officer assigned to that neighborhood. If that is the preference, he should receive in-service training from the Crime Prevention Officer.

Once he is introduced, the officer should deliver a prepared presentation covering the following areas: the nature and extent of crime; the roles of police and citizens in preventing crime; and general and specific crime prevention techniques. At this time the emphasis should be placed upon mutual reliance for the observation and reporting of unusual activities.

Follow-up meeting should be held at least once every other month. At this time there can be a discussion of new crime techniques and crime trends surrounding that neighborhood. Other programs, such as Crime TRAP/Operation Identification and Residential

Security Inspection, could be explained and promoted. Residents may also wish to inform their neighbors of their vacation schedules at this time. As new residents move into the neighborhood, they should be invited to participate so that the program will become an ongoing activity.

Possible Problem Areas

1. The general apathy of the public may be hard to overcome.
2. Unless the department keeps its level of interest in the project high, public interest will not be maintained.

Costs

Salaries of participating officers to be paid for out of the department's budget.

Recommended Literature

See following pages.

HOW TO DISCOURAGE BURGLARS AND PROWLERS ...

WHEN AWAY FOR AN EXTENDED TIME

1. Lock all doors and windows.
2. Arrange with a neighbor to care for your lawn, including picking up advertising leaflets, etc.
3. Stop all newspapers and mail deliveries.
4. Prepare an automatic timer for lights and radio or request a neighbor's assistance in maintaining them.
5. Notify Police on departure and again on return.

WHEN LEAVING FOR A SHORT PERIOD OF TIME

1. Lock all doors and windows.
2. Leave a radio playing.
3. If night, keep windows covered and the front and rear porch light on. Also, keep two interior lights on; one preferably a bathroom light.
4. Do not place keys under mats, in flower pots or other "secret" places.

WHEN AT HOME

1. Keep outside doors locked.
2. Maintain good door and window locks.
3. Install a door peephole or an observation window.
4. Never admit strangers into your home. Have salesmen identify themselves. Notify Police immediately if a stranger comes to your house and asks for someone who doesn't live there.

**A RESIDENCE WHICH PRESENTS A
LIVED-IN APPEARANCE IS A
DETERRENT TO BURGLARS**



BECOME INVOLVED

JOIN NEWARK NEIGHBORHOOD ALERT 793-1400

PRESENTED AS A PUBLIC SERVICE
BY

INDEPENDENT
INSURANCE AGENTS
ASSOCIATION

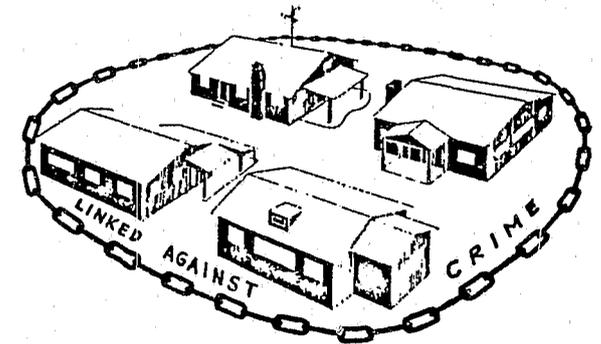


FREMONT - NEWARK - UNION CITY

ELECTRICAL CONTRACTORS
ALAMEDA COUNTY

NEWARK POLICE ASSOCIATION

NEWARK NEIGHBORHOOD ALERT PROGRAM



A WAY TO PREVENT CRIME THROUGH AWARENESS



WHAT IS NEWARK NEIGHBORHOOD ALERT?

Newark Neighborhood Alert is a program sponsored by the Newark Police Department under the direction of the Tactical Enforcement & Prevention Unit and operated by residents. Its purpose is to create an alert neighborhood by teaching simple crime prevention steps. More than 400 burglaries were committed in Newark last year with a total loss of over \$100,000. Police solved 22 percent of these crimes. This means approximately 300 burglaries went unsolved due to inadequate investigative leads. In most crimes there are unsuspecting witnesses, unsuspecting because they are not familiar with people and places around them. We need help from the citizens of Newark. Neighborhood Alert will enable you to become familiar with your neighborhood. For example, by knowing who works days, which cars belong where, recognizing people who belong in the area and those who don't. The above basic knowledge and a few other precautions would prevent most crimes that occur in our city. More criminals would be apprehended, more stolen goods recovered, if people took the time to properly secure their homes, report suspicious persons, record serial numbers on valuable property (Operation Identification), or jot down license numbers of cars or trucks cruising suspiciously around the neighborhood. When you start a Neighborhood Alert group, you will find yourself getting to know your neighbors better. That is what Neighborhood Alert hopes to do - to provide a way for neighbor to help neighbor and keep an eye on each other's property and possessions. Once begun, Neighborhood Alert groups can be a source of all aspects of crime prevention and community related information.

HOW DO YOU START A NEIGHBORHOOD ALERT GROUP

It is easy to set up a Neighborhood Alert group. All you have to do is contact your neighbors and arrange a date, place and time for a first meeting. Then call the Tactical Enforcement and Prevention Unit of the Newark Police Department, 793-1400, and they will arrange for a Newark Police Officer to be at the meeting and talk with your Neighborhood Alert group. Once a Neighborhood Alert group is organized, each member should have a map showing the name, address and telephone number of each home or apartment in the area. This helps members give adequate information when they are reporting suspicious activity in the neighborhood to the Police.



A NEWARK POLICE OFFICER MEETS WITH
A GROUP OF CONCERNED CITIZENS WHO
WISH TO JOIN NEIGHBORHOOD ALERT

HELP! YOUR NEIGHBORHOOD NEEDS YOU

It is not financially possible to maintain a Police Officer on every street, nor is it practical. It is our job to apprehend criminals and it is your job to help prevent crime by practicing intelligent, preventive measures. The occurrences of crime will begin to drop when we all start working together. The Neighborhood Alert program has proved to be an effective weapon against crime in many other cities and it can be as effective in Newark. It's your choice - get involved with Neighborhood Alert.

BE A NEIGHBORHOOD ALERT VOLUNTEER

FOR INFORMATION
AND ASSISTANCE

PLEASE FEEL FREE TO CALL
THE TACTICAL ENFORCEMENT
AND PREVENTION UNIT OF THE
NEWARK POLICE DEPARTMENT

793-1400

OR CUT OUT AND MAIL THIS
PAGE TO

ATTN. T.E.P. UNIT
NEWARK POLICE DEPT.

37101 NEWARK BLVD.

NEWARK, CAL. ZIP 94560

NAME _____

ADDRESS _____

PHONE _____

WOULD YOU BE WILLING TO
BECOME A GROUP LEADER?

YES

NO

PROTECT YOUR HOME! AWARENESS

The fourth step is awareness. The locks, lights and other protection devices are of no value unless you use them. There are a number of other precautions you can take to discourage burglars. (1) Don't leave keys in your mailbox or under doormats. They are the first places burglars look. (2) Single women should not use "Miss" or first names on mailboxes. This tells a stranger that a lone, single woman lives at the residence. Use initials and last name only. (3) Don't leave notes on outside doors to advertise that no one is home. (4) List the serial numbers of all appliances, firearms, credit cards and other items of value. This will help the police recover your stolen items and simplify insurance claims. (5) When a stranger comes to your door and represents himself with a company, always ask for identification. (6) When going on vacation, notify the Police Department and request your home be placed on the Vacation House list. Your home will be given extra patrol checks during your absence. Ask a trusted neighbor to check your premises periodically and return the favor when he goes on vacation. Stop all deliveries. (7) Make sure your home numbers are clearly displayed, both at night time and during the day. This will assist the police in responding to an urgent call. (8) Report any suspicious activity to the Police Department. Remember, you don't have to give your name to the police; however, it is helpful. The Police are working for you, but we need you to help us complete our task. (9) If you do become the victim of a burglary, don't touch anything. Call the Police Department at 793-1400. Remember, the Police are on your side and will make every effort possible to prevent burglaries; however, this is not possible without your help. Only you can lock your doors and windows and light your premises. It is the Police Department's job to apprehend burglars and suspicious persons. It is your job to make your home and neighborhood less desirable for the burglar. We want to make Newark a safer place to live and less attractive to the criminal. Won't you please help?

For further information and assistance on burglary prevention, locks and lighting, please call the Newark Police Department at 793-1400 and request a home security check. A member of the Department's burglary prevention team will be more than happy to come to your home and assist you and answer your questions.

HOW SECURE IS YOUR HOME



CALL THE
THE NEWARK POLICE DEPARTMENT
FOR A
HOME SECURITY CHECK
793-1400

PRESENTED AS A PUBLIC SERVICE
BY

INDEPENDENT
INSURANCE AGENTS
ASSOCIATION

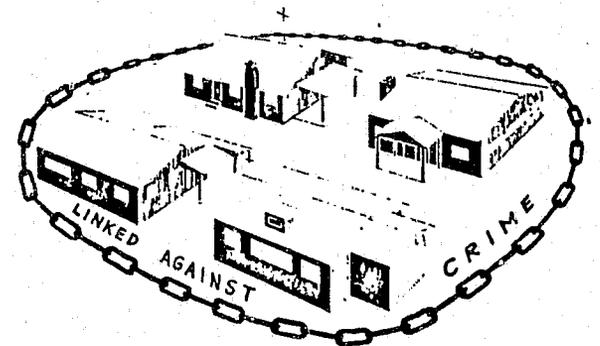


FREMONT - NEWARK - UNION CITY

ELECTRICAL CONTRACTORS
ALAMEDA COUNTY

NEWARK POLICE ASSOCIATION

WITH YOUR HELP NEWARK POLICE DEPARTMENT CAN PREVENT HOME BURGLARY



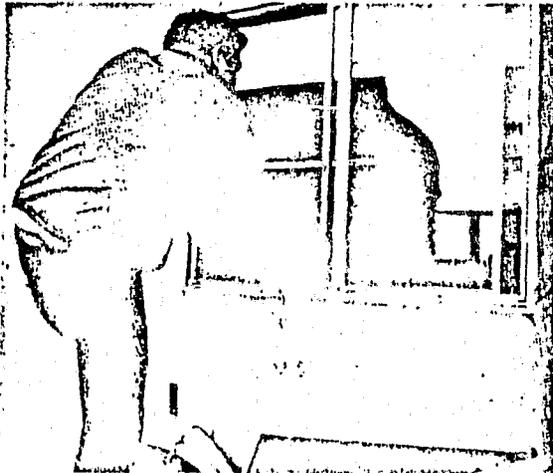
HOW WELL IS YOUR HOME PROTECTED AGAINST THEFT?



IS YOUR HOME SAFE FROM BURGLARS?

HELP PREVENT HOME BURGLARIES

Your home is one of your most valuable possessions and yet it is usually the most poorly protected one. Burglary is a serious problem in Newark. Last year more than 400 burglaries were committed in our City, with a total loss of over \$100,000. Only 22 per cent of these crimes were solved, which means approximately 300 burglaries went unsolved. Something can be done and must be done to prevent burglaries. The key is simply making your home and neighborhood less attractive to burglars. There are four basic elements of home protection to remember; locks, lights, alarms, and awareness.



LOCKS

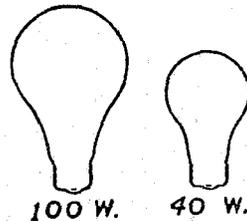
The best lock is a dead-bolt lock. Inexpensive locks of this type can be purchased for most wood and aluminum-framed doors and windows. They can be installed by you or a locksmith at a relatively low cost. Locks are of no value unless you use them. Always keep windows and doors locked when leaving your home. In approximately one-half of all residential burglaries in Newark, the burglar enters the home through an unlocked door or window. In numerous cases, a person leaves his home for "just a minute" and neglects to lock up before leaving. Upon returning he discovers he has been the victim of a burglary.



LIGHTS

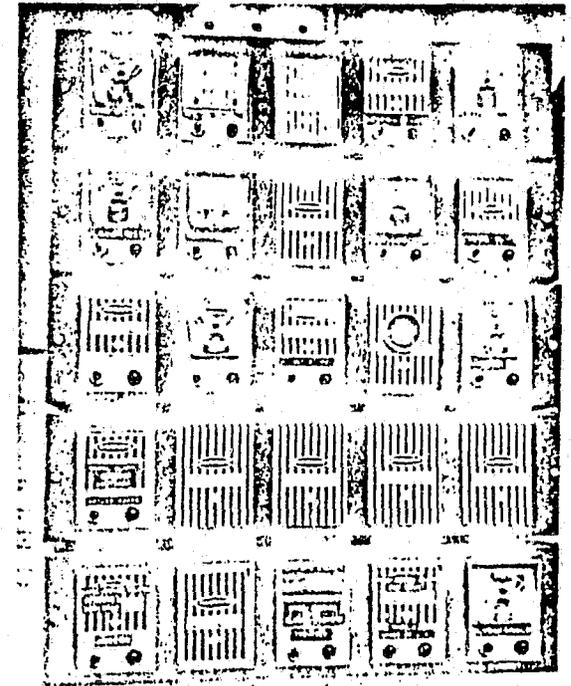
Another step is to have proper lighting. Most of the homes in Newark already have adequate lighting in the front, rear and side yards. However, people must remember to turn these lights on. It costs only two cents to light one 40-watt and one 100-watt bulb for ten hours. When you leave your home for the evening, leave at least two lights on inside your home. Leave the front porch light and rear lights on. That way it really looks as though someone is home. If you are going to be gone for an extended period of time you may want to purchase an automatic timer. This device turns lights on and off automatically and is available at a relatively low cost.

2 CENTS



FOR 10 HOURS

DISCOURAGE BURGLARS AND PROWLERS . . .



ALARMS

The third step a person can take to prevent burglary is installing an alarm system. This method of prevention is recommended only if you have been burglarized repeatedly or you have large sums of money within your home. You can purchase anything from a simple switch to protect one entrance to more sophisticated systems. These items range in cost from a few dollars to about a thousand dollars. The most common alarm now in use is the family dog's loud bark. This will deter many burglars.

COMMUNITY RADIO WATCH

Purposes

1. To prevent the occurrence of crimes and incidents by increasing the eyes and ears of law enforcement.
2. To assist the response capability to community safety needs.

Past Progress

This would be a new type of program for Indiana, and no data is available at this time.

Recommended Implementing Procedure

Operators of two-way radios within the jurisdiction should be contacted. This may be done by obtaining a list of "ham" operators from the Federal Communications Commission, by contacting companies and governmental agencies known to use these radios, by placing notices in retail establishments selling this type of equipment, and by general advertising. After explaining the program to them, they should be asked to participate.

If they agree, the police officer should carefully outline the desired participation. Two items are especially important. First, the officer should explain what types of incidents are to be reported. Overenthusiastic citizens could easily flood the department with reports of minor problems. Circumstances to be reported should include all crimes of violence, serious property crimes, fires, and injury accidents. Departments may also wish to include such things as generally suspicious acts and unusual occurrences, e.g., faulty traffic lights, fallen trees, etc.

Once one of the above-listed circumstances is observed, the citizen should radio in with a brief description of the event and the specific location. It is crucial that, with usual criminal acts, citizens be requested to end their involvement at this point. It should be stressed that the law enforcement agency is responsible for the apprehension of suspects. This program is not designed to transform untrained citizens into professional police officers.

For this effort to be successful, police effort must not end with the agreement by citizens to participate. Unless interest is maintained, this participation will decrease to less than a trickle. The best observed method for maintaining interest is to mail monthly newsletters to all participants. This newsletter should include descriptions of cases wherein Radio Alert information was of use. Citizens whose information was of exceptional use can be given personal Certificates of Appreciation by the head of the law enforcement agency. If the department feels it would be beneficial, the Crime

Prevention Officer can hold bimonthly meetings with participating citizens to inform them of past progress and new crime trends.

Possible Problem Areas

1. Unless citizens are adequately briefed, they may report too many minor infractions.
2. Unless citizens are adequately briefed, they may become over-involved and interfere with the police in the performance of their duties.

Costs

The salary of the assigned officer is assumed as a part of the general budget of the department.

Recommended Pamphlet

Community Radio Watch Driver's Booklet.



DRIVER'S BOOKLET

**BE A
GOOD CITIZEN
HELP YOUR
FELLOW MAN**

"Law Enforcement and Public Safety are not the exclusive concern of Police Officers, but are a proper concern for ALL members of the community."

YOUR ROLE IN THE COMMUNITY RADIO WATCH PROGRAM

HERE'S WHAT YOU DO

Observe

- Street Crimes — Assaults, robberies
- Fires — Buildings, vehicles, brush
- Accidents — Automobiles, people, animals
- Suspicious Acts — Gang activities, 'characters'
- Unusual Occurrences — Faulty traffic light, flooded viaduct, power lines down, fallen tree

Report

- Use your two-way radio promptly. Call your report into your office with a brief description of the event and the specific location.

As the driver of a vehicle equipped with two-way radio, you move about your community more in your daily work than the average citizen. This means you have more exposure to suspicious acts and unusual occurrences that endanger the life and property of your fellow man.

Because you are constantly moving about the community, you have a unique opportunity to be a good citizen. You can make an important contribution to your police department that will make your city a better place to live and work. This involves using your two-way radio to report the suspicious and unusual whenever you observe it. (Your office will relay your report to the police by telephone.)

You must confine your participation in this program to observing and reporting. You must also remember that rapid communication is essential if the police are to handle successfully emergency situations.

HERE'S WHAT YOU DO NOT DO

- Do not attempt to apprehend anyone committing a crime
- Do not try to be a 'hero'
- Do not arrest anyone (the police are authorized to do that)

It's a fact: The crime rate in the United States is growing six times faster than the population.

HERE'S HOW TO REPORT

Announce to your dispatcher that this is a "Community Radio Watch" report. Then report as follows:

FOR A STREET CRIME

Armed Robbery
Assault

Give brief description of the event and the specific location.

FOR GENERAL USE

Faulty Traffic Light
Flooded Viaduct
Power Line Down
Fallen Tree
Gang Fight

Give brief description of the event and the specific location.

FOR AN ACCIDENT

Automobile
Person
Animal

Give brief description of the event and the specific location.

IF AN AMBULANCE IS NEEDED

Give brief description of the event and the specific location.

FOR A FIRE

Building
Vehicle
Brush

Give brief description of the event and the specific location.

Here's an example of how you might report a gang fight.

This is a Community Radio Watch report. A gang fight in progress at Grace and Racine streets. Fifteen to twenty combatants involved.

WHY A COMMUNITY RADIO WATCH

FBI Director, J. Edgar Hoover supplies us with part of the answer, with these grim statistics:

- A burglary occurs every 28 seconds
- A car theft every minute
- An aggravated assault every 3 minutes
- A robbery every 5 minutes
- A forcible rape every 26 minutes

In truth, crime is one of the nation's greatest domestic problems.

SO WHO CARES?

Business and Industry Care — Making and selling crime fighting equipment to law enforcement agencies isn't enough in the eyes of some communications equipment manufacturers. They go a step further because they want to be good corporate citizens and do their part to help solve some of the country's most pressing problems. (Helping your fellow man hasn't gone out of style, has it?)

HOW ABOUT YOU?

As a member of your community's Radio Watch program, you can contribute importantly to a feeling of security which comes from the maintenance of law and order. Everyone wins — you, your community and your country.

Use your two-way radio to report the suspicious and unusual to your office.

- STREET CRIMES — Assaults, robberies
- FIRES — Buildings, vehicles, brush
- ACCIDENTS — Automobiles, people, animals
- SUSPICIOUS ACTS — Gang activities, 'characters'
- UNUSUAL OCCURRENCES — Faulty traffic light, flooded viaduct, power lines down, fallen tree

Observe and Report — That's all there is to it.



Participating Member of
Community Radio Watch

FINANCIAL INSTITUTION BUNCO PREVENTION

Purpose

To prevent the occurrence of financial institution bunco.

Recommended Implementing Procedure

All financial institution customers who make cash withdrawals of \$250 or more are given an information sheet describing common bunco operations. It is assumed that, if the withdrawal is being made for the purpose of giving cash to a confidence man, this information will alert the citizen to the problem.

Possible Problem Areas

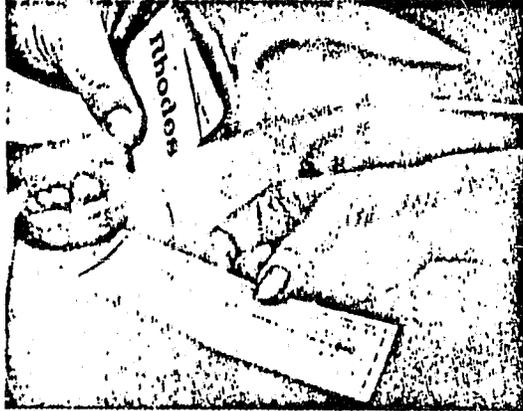
None.

Costs

Costs of printing to be paid for by the financial institutions. There are no other costs.

Recommended Literature

1. The Sweet-Talk Crimes
2. Are You About to Be Swindled?



Always get identification from people using a credit card or writing you a check.



When a stranger offers you an unusual chance to get rich quick, it's wise to call the police. They'll help you keep your money—and see to it swindlers wind up in jail.

The Confidence Game—the only way to win is to stop it

"Confidence men" are among the most inventive and persuasive criminals—it's a shame they don't put their ingenuity to honest use. Their stock in trade is tricking people into making cash withdrawals from bank accounts. They may represent themselves as bank security officers attempting to stop an embezzler, or promise to share a large "find" of money with you if you'll put up a "good faith" deposit. Sometimes they offer merchandise at ridiculously low prices, then take your cash payment and skip town without delivering the goods.

Whatever the scheme, when a stranger offers you a deal that sounds "too good to be true," chances are it probably is. Before you give your hard-earned money to anyone, it's wise to invest a dime in a call to the Oakland Police.

They've heard just about every get-rich-quick scheme there is, and can see to it that swindlers get what's coming to them—while you keep what's rightfully yours.

**WANTED:
Citizens who
care enough
to fight crime.**

OAKLAND POLICE DEPARTMENT
 1500 CALIFORNIA STREET
 OAKLAND, CALIFORNIA 94612
 (415) 778-3300
 (415) 778-3300

The Sweet-Talk Crimes: Credit Card Fraud Bad Check Passing Confidence Games



Este folleto en español sobre prevención de fraudes con tarjetas de crédito, cheques y otros lo pueden obtener, llamando al: 273-3068 o 273-3127

Your credit cards are valuable—to you, and to criminals

The credit card: honored at department stores, discount houses, gas stations, restaurants—almost anywhere. To you, it's as good as cash. To a criminal, it's better than cash.

The thief who steals your credit card has committed an "open end" theft—he can use your card to obtain money and goods until he is caught. Many credit card thieves call their victims and pretend to be honest citizens who have found a "lost wallet." They assure the owner of the credit cards that the lost cards will be mailed back to him, thus getting additional time to charge purchases to an unreported stolen credit card.

Credit card thieves figure they've got one week to use a stolen credit card safely. If they've stolen a bank credit card their usual first step is to attempt to borrow the maximum amount of cash that can be loaned on the card. After that, they charge merchandise, and often pawn it for more cash. Frequently, the credit card thief's final trick is to buy airline tickets with the stolen card, then resell them at the airport for half price. Often these criminals save the last ticket for themselves, and wing off to Hawaii, Puerto Rico, or the Bahamas—on someone else's good credit. There's even a black market for stolen credit cards—they're often sold for as much as \$100 to \$150.

Who pays when a thief uses your credit?

That depends. A new federal law says a credit card holder cannot be liable for more than \$50 in fraudulent charges per credit card—*provided the credit card issuer is notified within a reasonable time.* What is a reasonable time? The law doesn't say—but the Oakland Police recommend that you notify the credit card issuer *immediately*—first by telephone, then in writing, with a telegram or registered letter. Then, call the Oakland Police to report the theft and its circumstances. It's also wise to notify your insurance company—many homeowner's policies cover losses from fraudulent credit card use.

1 J. B. HANDYWASH 4112 SHAFER AVE., APT. 2 OAKLAND, CALIFORNIA 94609		138
2 July 2, 1974		90-1045 1211
PAY TO THE ORDER OF	Charles Davis	\$12 57
Twelve and 57/100		3 DOLLARS
The Sumitomo Bank OF CALIFORNIA 400 20TH STREET OAKLAND, CALIFORNIA 94612		4
5		J. B. Handywash
⑆ 1211 0045 07 60550 1 ⑈		

How you can curb credit card crimes

The basic rule is careful and sensible use of your credit cards. If you follow these suggestions, you'll be making it harder for criminals to take advantage of your good credit:

- Keep credit cards on your person when you're traveling—don't leave them in a jacket hanging in a public place, or in a locker or hotel room.
- Don't carry more credit cards than you need.
- Keep a record of all your credit card numbers so you can report stolen cards by number.
- Never keep credit cards in your car.
- Destroy unwanted credit cards by cutting.
- Never lend a credit card to anyone.
- Report credit card loss or theft *immediately*.

Using your credit card

More and more merchants are requesting identification from credit card users—and it's a good idea. Don't be offended if you're asked for identification along with your credit card—it's for your protection. When you use a credit card, be sure you get a copy of the invoice—unscrupulous merchants or clerks can alter the invoice after you leave the store, and charge you with more than the amount of purchase. Finally, be sure your card is returned after each purchase.

Look for the following on checks:

- | | |
|---|---|
| 1. Printed name, address and telephone number of the maker. (Check this against the maker's driver's license) | 3. Amount |
| 2. Date (post-dated checks aren't criminal matters—checking the date is your only protection) | 4. Maker's signature (compare spelling with printed name) |
| | 5. Bank account number |
- Exercise extreme caution before honoring a bank counter check or out-of-town check.

Checks aren't money until the bank honors them

Bad check passers and confidence artists are a special breed: while other criminals usually do their work when no one is around, these operators base their hope for success on face-to-face meetings with their victims.

"Paperhangers"—writers of bad checks—prey on merchants or individuals selling automobiles or other goods through classified advertising. They exchange a worthless check for whatever merchandise they want—and frequently write the check for more than the amount of purchase to obtain cash as well as merchandise. There are a number of steps you can take to see that a check is in order, but it is wise to remember that until a check clears the bank, it is just paper. If you don't know the writer of a check, observe extreme caution and limit the amounts of checks you accept to small sums.

Are You About To Be Swindled?

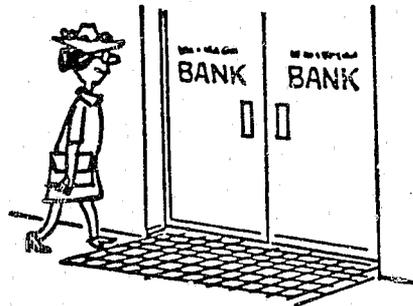


Are You About To Be Swindled?

IS THIS BANK WITHDRAWAL BECAUSE:

... You were contacted by a man representing himself of a "Bank Investigator" or "FBI Agent?" Has he asked you to withdraw money from your bank to help in the investigation of an internal bank theft?

... you witnessed the finding of a large amount of money: Were you asked to withdraw your money to be held as an act of "good faith?"



IF SO, THIS MAY BE A SWINDLE! PLEASE CONTACT THE SAN JOSE POLICE DEPARTMENT IMMEDIATELY.

IF YOU SUSPECT YOU ARE ABOUT TO BE SWINDLED OR ARE A VICTIM OF A SWINDLE, CALL

. : POLICE DEPARTMENT

BICYCLE SECURITY

Purposes

1. To prevent the occurrence of bicycle thefts.
2. To increase the apprehension rate of bicycle thieves.
3. To increase the rate of bicycles and returned to their legal owners.

Recommended Implementing Procedure

The local legislative body should pass an ordinance requiring all bicycles owned by residents of the jurisdiction to be licensed. The licensing period should be for more than one and less than five years. If a licensing fee is to be charged, it should be low enough not to discourage voluntary compliance. Funds generated from fees might be used to defray costs of the program or earmarked for construction or marking of bicycle lanes.

Non-sworn personnel should be designated to perform the registration and licensing. Logical candidates would be local firemen. They are located at convenient points throughout the jurisdiction. The nature of their work provides times when they could perform the minimal amount of work required. Lastly, they almost always enjoy a favorable relationship with the youth of the community.

As bicycles are presented for licensing, they should be inspected for existing frame numbers. If they exist and are readable, they can serve as the identifying number. If they do not exist, the licenser should stamp an identifying number of the crank hanger (area on the frame to which the pedals are attached). This number should be prefaced with the capital letters "IN" (NCIC's designation for Indiana). If the frame number has been obliterated, it is recommended that the matter be referred to the local law enforcement agency.

After the bicycle has been registered, a bright, highly visible sticker should be placed upon it. It is suggested that this be of similar material to the Department of Motor Vehicles license-renewal tags. These are fairly difficult to remove and re-use.

As this time literature should also be given to the owner which explains activities he should perform to reduce the likelihood that his bicycle will be stolen. This would include a discussion of the need for locking his bicycle and a description of adequate chains and locks. The local jurisdiction may wish to supplement this with other material relating to safe riding.

The next step is to have regular patrol officers on the alert for bicycles not displaying the licensing tag. Special attention should be given to the multi-speed bicycles.

The last step is to provide each licensing station (firehouse) with lists of already-licensed bicycles. This should be updated at least monthly and preferably weekly or biweekly. Larger jurisdictions may have to provide this information in the form of computer printouts. This listing allows licensers to quickly determine if the bicycle has previously been licensed. If it has been, the matter should be investigated to determine whether the bicycle is in the possession of its rightful owner.

Another possible approach is to enact a local ordinance requiring shopping centers, recreational facilities, schools, governmental agencies, etc., to provide stationary bicycle racks. These racks should be designed to provide secure anchoring spots for heavy-duty chains and locks.

Consideration should be given towards regulating the resale of bicycles.

Possible Problem Areas

1. If the licensing fees are set too high, there will be reluctance to participate on the part of the general public.
2. Unless patrol officers make it a regular part of their duties to look for bicycle licences, the entire program will quickly degenerate.
3. Unless adequate community preparation is done, community members may feel this is to be an unnecessary enforcement effort.

Costs

Supplies such as license tags, registration forms, and number-punching sets can be paid for from the department's general budget or from license fee income. The costs of salaries for personnel doing part-time licensing can be absorbed by the licenser's department. The time spent by patrol officers looking for unlicensed bicycles can be absorbed as a part of the regular patrol budget. Any costs for construction of secure bicycle racks would be borne by the shopping center, school, governmental agency, etc.

Recommended Pamphlets

YOUR BICYCLE - Safety and Security

A BICYCLE SAFETY TEST FOR YOU

NAME _____ DATE _____

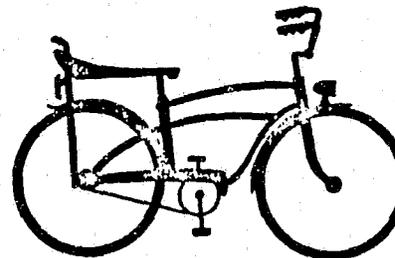
INSTRUCTIONS: Read each question carefully and check the right answer.

EXAMPLE: Do bicycles have two wheels?

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
---	-----------------------------

1. Shall a bicycle rider obey traffic signals?	Yes	No
2. Shall a bicycle rider obey stop signs?	Yes	No
3. Shall a bicycle rider use the arm signals?	Yes	No
4. Do you signal for a left turn by holding the left hand and arm straight up?	Yes	No
5. Shall a bicycle be equipped with a headlight and a red tail light or reflector when ridden at night?	Yes	No
6. Should you wear light colored clothing when riding at night?	Yes	No
7. Shall a bicycle be ridden on the left hand side of the street facing traffic?	Yes	No
8. When riding bicycles in groups should you ride single file?	Yes	No
9. Shall a bicycle be ridden near the right hand edge of the road?	Yes	No
10. If you can skid your rear wheel on loose dirt, but not on the pavement, are your brakes good enough?	Yes	No
11. Are loose handlebars dangerous?	Yes	No
12. Is it safe for two people to ride on a bicycle which is equipped with only one seat?	Yes	No
13. Is it necessary to have brakes on a bicycle?	Yes	No
14. Does a good bicycle rider weave in and out between parked cars?	Yes	No
15. Is it safe for experienced riders to take both hands off the handlebars?	Yes	No
16. Should you dismount and walk across streets with heavy traffic?	Yes	No
17. Should a bicycle be locked when it is parked?	Yes	No
18. Is a horn or a bell necessary on a bicycle?	Yes	No
19. Should your bicycle be licensed?	Yes	No
20. Is it alright to pass a car at an intersection if it is waiting for a red light?	Yes	No

YOUR BICYCLE Safety and Security



1. Yes 2. Yes 3. Yes 4. No 5. Yes 6. Yes 7. No 8. Yes 9. Yes
10. No 11. Yes 12. No 13. Yes 14. No 15. No 16. Yes 17. Yes
18. Yes 19. Yes 20. No

SAFETY RULES YOU SHOULD KNOW AND FOLLOW

1. Keep your bicycle in good mechanical condition (tires, chain, brakes, etc.)

2. Obey all traffic rules and signs—always give proper hand signals.

3. Walk your bike across busy intersections.

4. Always ride with the traffic—as close as possible to the right side of the road.

5. Be sure the roadway is clear before entering.

6. Always ride single file and watch for opening car doors.

7. Most bicycles are built to carry one person—YOU! and you alone.

8. If you must ride your bike at night be sure your headlight and rear reflector are in good working order.

9. Select the safest route to your destination and use it. Avoid busy streets and intersections.

10. Yield right of way to pedestrians.



BE SURE YOU USE THESE HAND SIGNALS WHEN YOU CHANGE DIRECTIONS



STOP

Left arm straight down for slowing and stopping



LEFT

Left arm straight out for left turns



RIGHT

Left arm straight up for right turns

BICYCLE SECURITY

LAST YEAR OVER 60,000 BICYCLES WERE STOLEN IN LOS ANGELES COUNTY

PROTECT YOUR BIKE !!!

1. 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 garage — 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.

2. **MINIMUM STANDARD FOR APPROVED CHAIN:**

Must be of at least 9/32" 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 of your bike.

3. **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:

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

4. Register your bicycle with your local law enforcement agency.
5. Record the serial number of your bicycle and keep it in a safe place.

COMMERCIAL ROBBERY PREVENTION

Purposes

1. To prevent the occurrence of commercial robberies.
2. To increase the apprehension rate for robbers.

Recommended Implementing Procedure

The department's planning and research division or crime analysis unit should work with the robbery detail to identify commercial establishments having high robbery risks. These would probably include banks, convenience food stores, cleaning establishments, etc. Members of the Crime Prevention Unit and/or the robbery detail should then arrange appointments with the proprietors. The meeting should involve the store owner as well as the key staff.

The visit should start with an explanation of the program, including steps to be taken should a robbery occur. Then the officer should inspect the premises to determine what steps the proprietor can take to minimize the robbery risk. This may include suggestions as to proper lighting, increased interior visibility, cash-on-hand policies. This inspection could easily be combined with a burglary prevention inspection conducted at the same time.

Another approach to selecting targets is to offer the service to merchants reporting robberies. It is likely that these people will be more motivated to institute measures which might prevent a recurrence.

Possible Problem Areas

1. Merchants may be unable to afford minimum security protection.
2. Store employees may not fully carry out anti-robbery procedures agreed to by their employers.

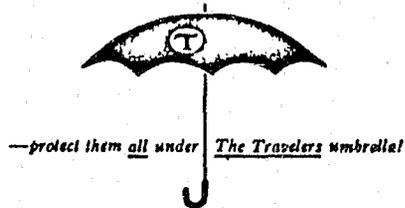
Costs

Salaries of participating officers are paid for out of the department's budget. Cost of pamphlets may be assumed by local merchant groups. Expenses relating to implementation of anti-robbery recommendations would be borne by the merchants themselves.

Recommended Pamphlets

1. What Did the Robber Look Like?
2. Will You Be His Next Customer?

THE FAMILY YOU LOVE,
THE THINGS YOU OWN,
& THE FUTURE YOU WANT



THE TRAVELERS INSURANCE COMPANIES
Hartford, Connecticut

WHAT DID THE ROBBER LOOK LIKE ?

That's one of the first things the police will want to know if you are ever held up. And, amazing as it may seem, they usually get as many differing and even **conflicting** reports as there are witnesses to the robbery.

Here are a few simple rules to follow that can be an invaluable help to the police:

Stay Calm—The calmer you are the less chance the robber will become excited and dangerous. The calmer you are, the **more** chance you will be able to get a reasonably complete and accurate description.

Be Systematic—Look the robber over from head to foot. Mentally note as many details as you can. Compare him with yourself. Is he taller, shorter, heavier, older . . . and so on.

Watch The Robber's Hands—If he's not wearing gloves, anything he touches might yield valuable fingerprints later.

Don't Compare Notes With Your Fellow Workers—This more often leads to confusion than it does clarification. Let the investigating officers "average" all the descriptions . . . they're trained for it.

Don't Trust Your Memory Too Long—Write down everything you know as soon as possible after the robbery. Keep this brochure nearby at all times . . . it can help you outline details vital to the police.

a service of
The Travelers Insurance Companies
Hartford, Connecticut

DESCRIPTION SHEET

Complete the form below as soon after a robbery as you can; then give it to the police.

HAT (color, style, condition) _____

HAIR (color, thick, thin, straight, curly, hair part, style of combing) _____

EYES (close or far set, color, small or large) _____

EARS (small or large, close to head or extended) _____

NOSE (small, large, broad, narrow, long, short) _____

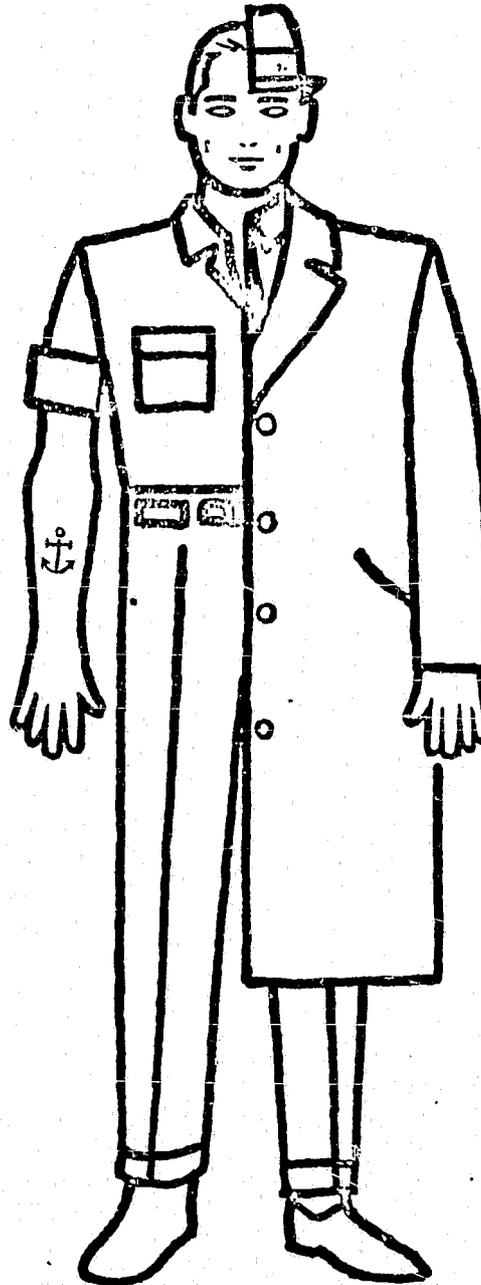
CHIN (square, broad, long, narrow) _____

COMPLEXION (light, dark, ruddy, pale etc.) _____

SHIRT _____

TIE or SCARF _____

COAT or JACKET _____



GLOVES _____

TROUSERS _____

SOCKS _____

SHOES _____

Other Miscellaneous Information and Remarks

ROBBER'S SEX _____

AGE _____

HEIGHT _____

WEIGHT _____

PHYSICAL CHARACTERISTICS (describe whether slight or heavy build, scars, marks, manner of walking, tattoos, mustache, nervous, calm, etc.)

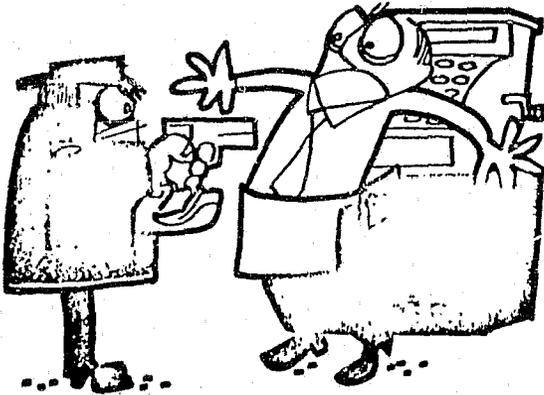
WEAPONS AND EQUIPMENT (note whether pistol, revolver, rifle, shotgun, knife etc. were used by robber)

REMARKS (note here anything that the robber may have said, his accent, whether he used any names, his movements, etc.)

SUBMITTED BY _____

TIME & DATE OF HOLDUP _____

IS YOUR LIFE WORTH MORE THAN YOUR MONEY?



Seems like an unnecessary question, doesn't it? Sadly enough, persons will take such risks. Some turn out to be losers. Robbery has become a more commonly committed offense in recent years. Criminals are bolder and their use of deadly weapons has increased.

In the event you may become the victim of a holdup, would you know what to do?

ROBBERY prevention

Do not keep large amounts of cash in the register. Extra money should be placed in a locked safe or deposited in a bank. Do not store cash in a cigar box under the counter. Even the amateur holdup men know enough to look there. If possible, have a couple of bills in the cash drawer that you retain permanently and keep a record of the serial numbers. This can aid identification greatly in case your property is recovered.

A television set or a radio playing in the back room suggests that someone else may be present. Do not clutter windows with signs and displays that block viewing from the street. Keep the premises well lighted.

Persons acting as bank messengers should —

- Travel back and forth to the bank with someone else.
- Vary the route and not always go at a scheduled time.
- Discuss only business with the tellers. The next person in line may be getting familiar with your routine.
- Never approach a night depository while anyone else is there. Wait until they leave. In the event suspicious appearing persons remain, call the police so the reasons for their behavior may be determined.

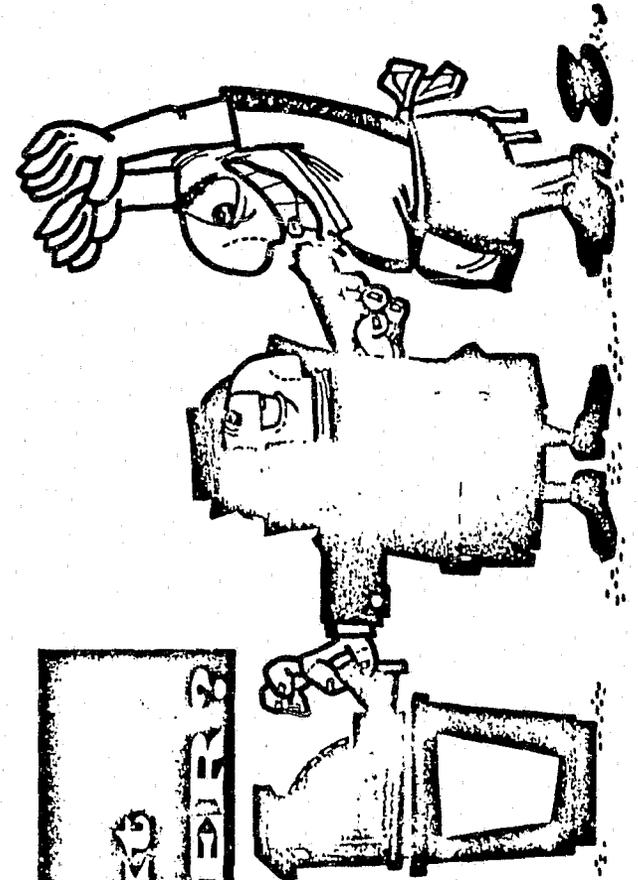
Do not set off a holdup alarm for a forgery or petty crime. This device is intended for a specific purpose. Police units respond to these alarms under emergency conditions and they should not be endangered unless the extra risk is justified.

Alarm switches should be placed at more than one location. All employees should be familiar with their use and locations. Alarms should be examined periodically to insure they are functioning properly.

Be careful of the answers you give to questions asked by strangers when they show an interest in the hours of operation, number of employees, or alarm systems.

If suspicious persons loiter around your place of business notify the police. Be particularly alert at opening and closing times or during other than regular hours when someone seeks admission.

When reporting for work in the morning, one employee should enter and inspect the premises. After giving him sufficient time to do this, another employee can telephone and by pre-arranged signal, the inside employee can indicate conditions are normal. Should the situation be irregular, he could vary the reply without arousing the suspicions of any intruders and the police can be summoned.



WHEN YOU BELIEVE NEXT BUSINESS IS BUSINESS

IF YOU ARE HELD UP...

remember to...

Remain calm. Robbers usually are excited and may be provoked easily or might be under the influence of drugs.

Avoid defending yourself with a firearm when you are already facing a weapon. The odds would be against you.



Take a good look at the suspects. Notice any details which will aid you to describe them and their mannerisms. When trying to determine age, height, weight, and appearance make comparisons between them and yourself or people you know.

Memorize peculiarities such as tattoos, scars, and prominent physical features.

Note type and color of clothing worn, but keep in mind that clothes may be changed so try to concentrate on physical characteristics.

Be able to describe size, type, and color of guns or other weapons that are used.

Watch to see whether they touch anything so you can preserve it for evidence.

Observe direction in which suspects leave. Obtain description of any vehicles they enter and write down the license number. Save this for the police.

AFTER THE ROBBERS LEAVE...

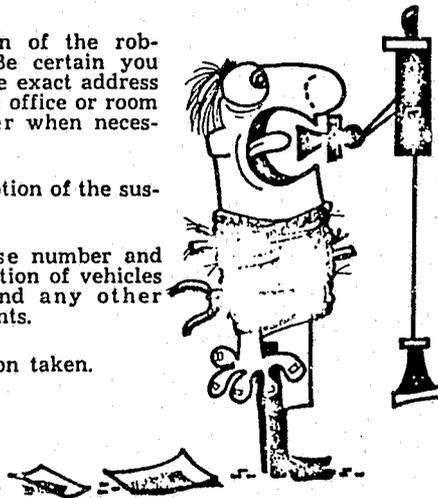
Notify the police IMMEDIATELY! Tell them you have been held up and be prepared to report . . .

Location of the robbery. Be certain you give the exact address and the office or room number when necessary.

Description of the suspect.

License number and description of vehicles used and any other occupants.

Direction taken.



Do not touch anything yourself and lock the doors until the arrival of the police. Preserve any items the suspects might have touched. Prevent anyone from going into areas where the robbers may have been.

Remember at the time of your call, the police will have only the information you give them—be accurate. Save any note that may have been used and do not handle it unnecessarily or allow others to handle it.

Direct your employees not to discuss the crime among themselves or with other witnesses until they have been interviewed by the police. If there is a delay, suggest they make notes while the information is still fresh.

WHEN THE POLICE ARRIVE...

Answer their questions and tell them only what YOU know. If an estimate is necessary to supply an answer, tell them you are estimating.

Do not exaggerate your experience or when describing what has been stolen.

Cooperate with the detectives assigned to the case by —

Making yourself available for interview.

Not being reluctant to identify the right suspects.

Attending showups of suspects.

Testifying in court when called upon to do so.

While this cooperation might not always result in recovery of your losses, you may be able to prevent other persons from becoming victims. Wouldn't you expect someone else to do the same for you?

VACATION PREMISES CHECKS

Purposes

1. To identify prime burglary targets.
2. To deter burglaries by checks of vacant residences.
3. To increase the burglary clearance rates by decreasing the time between offense and detection.

Past Results

There is no firm statistical evaluation of this type of program. However, departments that have implemented it feel it has a positive effect.

Recommended Implementing Procedure

Citizens should be encouraged to inform the local law enforcement agency whenever they are leaving on vacation. This encouragement can be transmitted through general advertising, presentations at civic groups, literature left at travel agencies, etc.

As citizens call in to report their vacation plans, a summary of appropriate security measures is related to them. This would include such things as stopping mail, newspaper and milk deliveries, using a light timer, requesting neighbors to watch for suspicious circumstances, etc.

The actual checks can be performed by reserved officers. In the unlikely event any of these personnel would come upon a burglary in progress, it would be their responsibility to notify regular patrol units.

Costs

It is possible that reserve officers could perform this work at no cost.

Recommended Forms

1. Letter to citizen
2. Vacation House Check Forms

Dear _____,

This is to inform you that your name has been taken off our house check list. We hope that upon your return you found everything in order; but if not, please contact us immediately. Due to the increasing number of families on our house check list and insufficient manpower, we were unable to check your home every day, but we did check your home as often as possible.

In the future, if you are again leaving for an extended period, do not hesitate to phone use for this service.

Assuring you of our cooperation at all times,

Very truly yours,

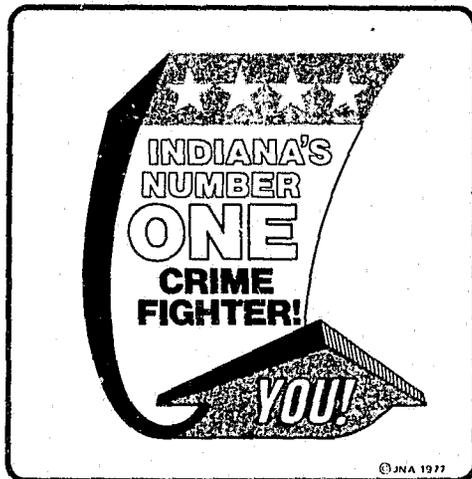
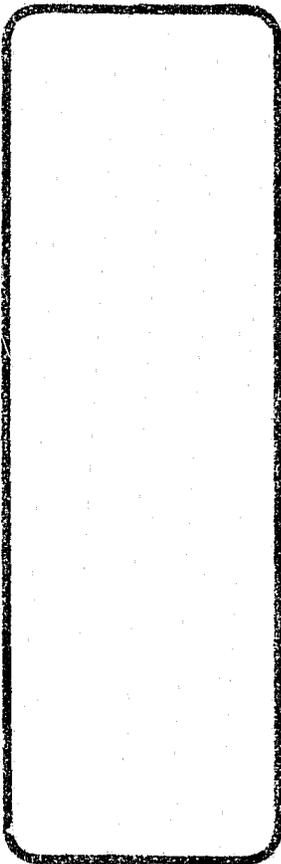
(Signed)

(Name)
(Title)

COPIES OF MATERIAL REQUEST FORMS

PLACE
STAMP
HERE

Developed and printed by the Indiana State Police under
a grant from the Office of Criminal Justice Programs.



EMERGENCY NUMBERS

State Police _____

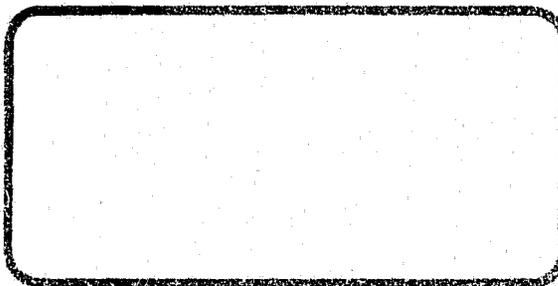
City Police _____

Sheriff _____

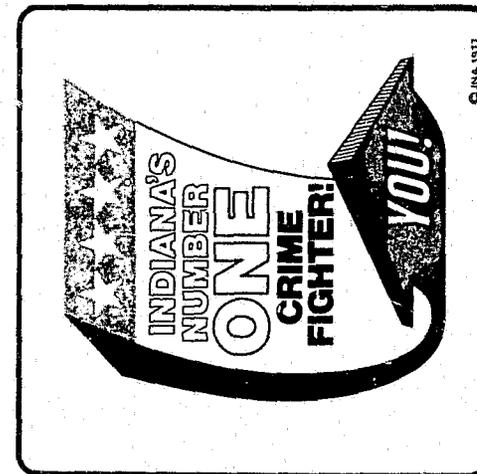
Fire Dept. _____

Ambulance _____

Hospital _____



Brochure No. 1



Crime Prevention Programs

Civic Awareness



Who is Indiana's Number One Crime Fighter? You. You can do more to prevent crime than anyone else. Most crime prevention techniques are simple to perform, and they are effective. We of the Crime Prevention Section are very eager to meet with groups of 20 or more to discuss problems of security, and to introduce various crime prevention techniques to concerned citizens. You may have some specific problems for which we can offer some help.

Listed in this brochure are some of the most popular topics of discussion concerning crime prevention and security. Our Crime Prevention Section can easily put together a program for your meeting on one of these topics, or any other subject your group may be interested in. In many cases we will have slide shows, films and demonstrations. You can be sure we'll do our best to equip you with the best suggestions for crime prevention. Panel discussions and guest speakers are also available. We hope you'll give us a call soon!

FOR SENIOR CITIZENS

Tailored specifically for senior citizens, relating to crime prevention in the home, on the street, and protection against con artists and their games. Our objective is to make senior citizens less vulnerable to the crimes most commonly committed against them.

FOR THE BUSINESS OWNER

Methods of safeguarding your business against internal and external theft and robbery are discussed. How to hire employees, how to protect your business with security systems, and crime prevention tips for employee safety are featured.

FOR THE HOMEOWNER

Discussion is centered around techniques for the prevention of burglary in the home. Security systems, locks, and methods of self-protection for family members are offered for audiences of all ages.

FOR WOMEN

Crimes against women are presented. Facts about rape, rapists, and how to prevent becoming a victim are offered, along with tips on self protection if attacked. All ages.

FOR BABYSITTING

Includes tips for the babysitter, the hiring of babysitters, and tips for the parents of babysitters. An excellent program for teenagers as well as parents.

TO OBTAIN A SPEAKER OR CRIME PREVENTION PROGRAM FOR YOUR MEETING

Simply complete the attached form, or address a special letter of request to the Indiana Crime Prevention Office, 100 North Senate, Indianapolis, Indiana 46204. Because of the large number of meetings attended by our officers, groups should consist of at least 20 persons.

Two week notice is requested. Please be sure to include the date, time and place of the meeting. Identify the topic you wish to discuss. Keep in mind the possibility of slide-tape, and film shows, and demonstrations. Finally, please give us an estimate of the number and ages of the people expected to attend. Your request will be acknowledged as soon as possible.

CUT ALONG THIS LINE TO MAIL

Date: _____

Yes, I am interested in obtaining a program on Crime Prevention for our meeting on _____ (date), at _____ (time).

We are interested in the following topic(s):

Homeowner Women Senior Citizens Business Owner Babysitting

Please contact me so that we may arrange a program.

NAME _____

CLUB OR BUSINESS _____

ADDRESS _____

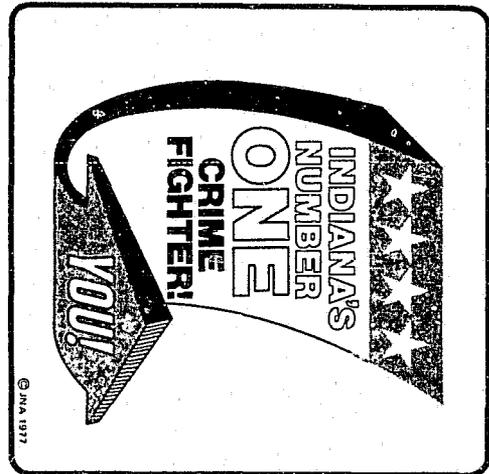
HOME PHONE _____ BUSINESS PHONE _____

NUMBER OF PERSONS TO ATTEND _____ AGES _____



ONE LAST THOUGHT

The tips listed here are just the basic things everyone should know about crime prevention in the home. As you begin to practice these, you will discover some of your own methods of safeguarding. Always keep in mind that many crimes are crimes of opportunity. If you can eliminate the opportunity, you might eliminate the crime. Each time you leave your home, pretend you are a burglar and go over all possible clues that would tempt a would-be burglar into your home. Make crime prevention a habit. It's a necessary habit, and even more important, **IT WORKS!**



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EMERGENCY NUMBERS

State Police _____

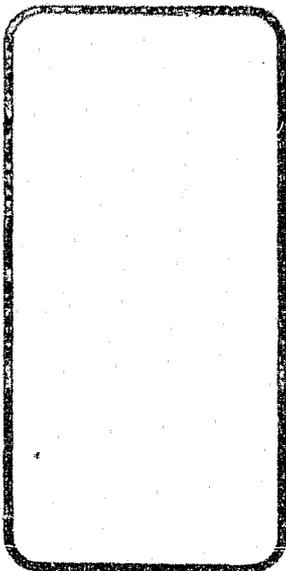
City Police _____

Sheriff _____

Fire Dept. _____

Ambulance _____

Hospital _____



Brochure No. 2



Crime Prevention Tips Homeowner



Congratulations! You've already taken the first important step in protecting your home and family against residential burglary by picking up this brochure. THE DESIRE TO LEARN MORE ABOUT CRIME PREVENTION TECHNIQUES IS SOMETHING LAW ENFORCEMENT HAS LITTLE CONTROL OVER. Now that you've made the first step, all you have to do is follow the steps and tips outlined here, and you've begun to be INDIANA'S NUMBER ONE CRIME FIGHTER!

REQUEST A HOME SECURITY SURVEY

Contact your law enforcement agency and arrange to have an officer come to your home and perform a free security survey. He will be able to assist you in evaluating your present home security and recommend areas that may be improved upon to protect your family and home.

UNDERSTANDING HOW A BURGLAR WORKS

First, a burglar won't take many chances. He is an opportunist who seeks out the easiest and safest homes. If he sees a home with no lights on, drapes open, newspapers stacked on the front porch, and mail in the mailbox, he knows his chances are pretty good for a successful burglary. On the other hand, closed drapes, lights on, and well trimmed lawn and shrubbery are signs that he'd better not try. Let's face it, it's easier for him to go up the block to find an easier target than take a chance on a well protected home.

AT HOME

- Install good locks on all doors, windows, storage sheds and garage. If you need professional advice, call a locksmith or your local law enforcement agency. ALWAYS USE YOUR LOCKS.
- Keep an inventory of valuables so you will know immediately if anything is missing. Include photographs of jewels and serial numbers of other costly items.
- Check door hinges so no pins can be removed from outside. All door moldings should fit tightly.
- Remove all obstructions in your yard that could conceal someone breaking into your home.
- Keep lights burning in the evening, especially if you are alone.
- Dogs are sometimes a good warning system.

WHILE AWAY FROM HOME

- Purchase a timer to switch lights on and off automatically.
- Arrange to have mail, milk and newspaper deliveries discontinued or taken care of by a responsible neighbor while away for an extended period of time.
- Inform neighbor or local police of your travel plans so that special attention will be paid to your home.
- Have someone take care of your lawn while away.
- Don't discuss your travel plans in public places. Don't advertise for trouble.
- Don't keep extra keys in the mailbox, under the doormat, or other well-known places. Keep car locked. Never keep keys in your car.

STRANGERS WHO CALL

- Teach your children to be cautious about speaking to strangers.
- Never give personal information over the phone to strangers.
- Require identification from all strangers who appear at your front door, as well as those soliciting over the phone. This includes repairmen, deliverymen, mailmen and salesmen.
- Be suspicious of unrecognized persons in your neighborhood. If you have reason to wonder, call the police and report a description of the person or their vehicle. Include license plate number if possible.



IF YOU ARE ATTACKED

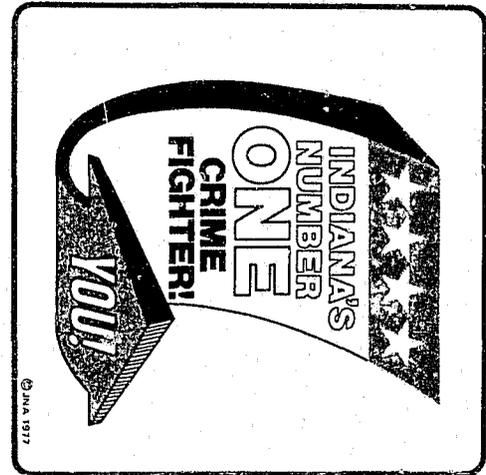
Because every sexual assault is different, there are no rules that are ideal for every situation. Only you can judge what will work best. However, there are a number of ways to protect yourself.

- **Struggling**— It may scare him off, but it may work against you by wearing you out and arousing your attacker. Struggling may make sense, but only if you are sure he is alone and has no weapons. Be sure you are prepared to really hurt him if you decide to fight. And if your natural reaction is to fight, make sure you know how. Take a class in self-defense.
- **Weapons**— You probably carry "weapons" in your purse, the first thing you drop if grabbed. Even if you can get your hands on your comb, keys, nail file, remember that these things can easily be used against you. Fingernails are most effective.
- **Running**— This will work only if you are sure you can get to safety.
- **Screaming**— This may scare him off, but it also may make him more violent. If you are sure help is within hearing distance, scream loud and long!
- **Stalling**— If you think you can buy some time to think, stalling may be a good tactic. Try to get him to talk. Tell him you have VD. Tell him he doesn't want to hurt anyone.
- If you think your life is in real danger, use any defense you can think of. Scream, run, fight back—do anything you think might save your life.



IF YOU ARE RAPED

- If persuasion and resistance do not work, concentrate on your attacker's identity . . . age, race, height, weight, unusual facial scars, clothing, and color of hair.
- If raped, don't feel ashamed or responsible. Report the crime immediately. Call the police.
- Do not bathe, shower or douche. Don't throw away or launder the clothes you are wearing.
- Be alert and aware. Try to be calm.
- Be prepared to cooperate fully with the police. Questions concerning the attack must be asked in detail in order to have as much information as possible. Your objective is the arrest of your attacker. A rapist who is successful once will try to rape again, unless apprehended.



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EMERGENCY NUMBERS

State Police _____

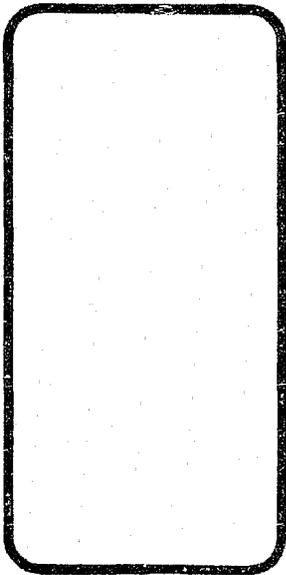
City Police _____

Sheriff _____

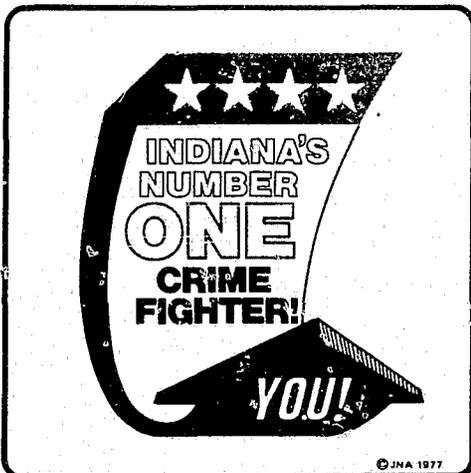
Fire Dept. _____

Ambulance _____

Hospital _____



Brochure No. 3



Crime Prevention Tips Women



Rape is the most serious, frightening and violent of all crimes against women. It is a crime of opportunity. If you eliminate the opportunity, you can avoid the crime. There are simple, practical precautions you can take to reduce your chances of being raped. To protect your body, use your head.



WHO IS A RAPIST?

He could be just about anybody. He may pretend to be a deliveryman, repairman or salesman. He can also be a blind date, a casual acquaintance, or someone you meet at a party or a bar. Rapists come from all walks of life and ethnic backgrounds. Half of all reported rapes were committed by a male under 25 years old. Three out of every five rapists are married, leading normal sex lives. You just can't recognize a rapist, so it's important to be able to recognize potentially dangerous situations.



AT HOME

- Always have house keys in hand when you leave your car to enter your home.
- Have locks changed when moving into a new apartment. Install deadbolt locks, chains, and if possible, peepholes in doors. If you rent, insist on good locks.
- Keep doors and windows locked even if you leave home for just a few minutes.
- Keep draperies closed at night.
- Don't give anyone personal information over the phone or let it be known that you are alone. Hang up immediately on obscene callers. Never reveal your phone number to a wrong-number caller.
- Demand identification from any stranger at your door. If you have doubts, call his employer for verification.
- Don't allow a stranger in to use your phone. Leave them outside and make the call for them.
- If you live alone, list only your last name and initials in phone directories and on mail boxes.
- Leave lights on at night, even when you are away from home. If alone, keep a radio or television turned on.



ON THE STREET

- Try to let someone know where you're going and when you expect to be home.
- Don't walk alone, especially at night.
- Walk near the curb, away from buildings, dark doorways, and shrubbery where someone may be hiding.
- Do not remain passive if anyone touches you offensively. Attract attention.
- After dark, carry a flashlight.
- If taking public transportation, try to sit up front near the driver.
- Carry a whistle with you. If you feel threatened, or you may be in a dangerous situation, blow the whistle.
- If you must walk home regularly after dark, vary your route.



IN YOUR CAR

- When leaving a building to get to your car, have keys ready to use. Lock your doors when safely inside your car.
- If you leave a car after dark, always try to leave in a group or with an escort.
- Check the back seat before getting into your car. Be sure car is empty.
- Keep valuables and purses out of sight.
- Never leave car keys in the ignition, even if you are parked for only a short time.
- If you think you are being followed, drive to a nearby police or fire station, hospital emergency entrance or well-lit, all-night business establishment and call for help.
- If you know you are being followed, keep honking your horn and blinking your lights. Attract attention. As long as your car is operable, stay in it and keep the motor running.
- Never pick up a hitchhiker—of either sex.
- Don't stop to help a motorist in trouble. Drive to the nearest phone and call for help for him.
- Always park in a well-lit area, and travel on main roads when possible. Don't travel at night when you know you have car problems or are low on gas.
- If you have car trouble, raise your hood and go back into your car and lock yourself in. If another motorist offers help, roll down your window slightly and ask him to call police or repair truck for you. Don't get out of your car until identified help arrives.
- Always try to park in a garage or lot with an attendant. If you must leave your car keys with the attendant, have a separate keyring. Take other keys with you.



ON THE STREET

Travel and shop with companions whenever possible during the daytime as well as at night. Remember—there is greater safety in numbers.

When carrying a pocketbook, keep your car keys and cash in garment pockets or hidden elsewhere on your person. Do not carry anything of great value in your pocketbook.

When walking, and especially when shopping, hold your pocketbook at all times, close to your

person. Do not let it dangle freely. Be sure it is always shut tight.

In the theatre or when dining, keep your pocketbook on your lap. Do not place it on the floor, or on another seat, or on the back of a chair.

Take only necessary items when going out. Leave charge cards at home unless you intend to use them. Carry only the cash needed, not more. Keep all personal papers in a safe place at home or in a safe deposit box at your bank.

If your pocketbook is snatched, let it go. Don't fight for it. Anything in it worth fighting for shouldn't be there in the first place.

EMERGENCY NUMBERS

State Police _____

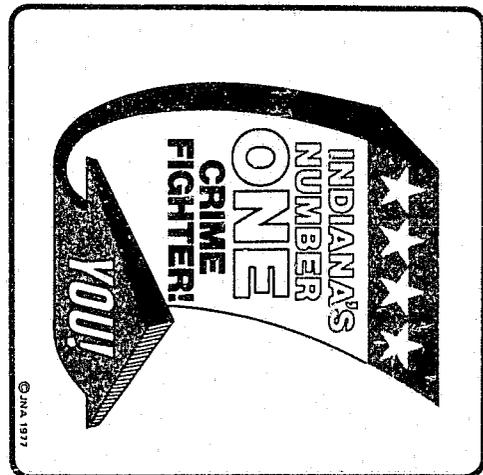
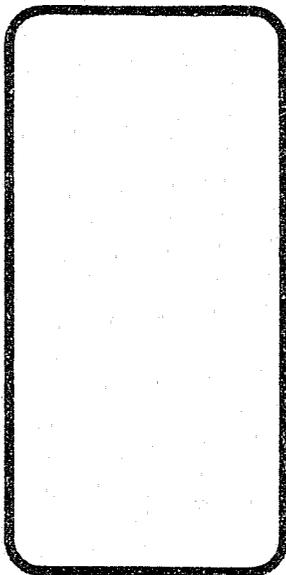
City Police _____

Sheriff _____

Fire Dept. _____

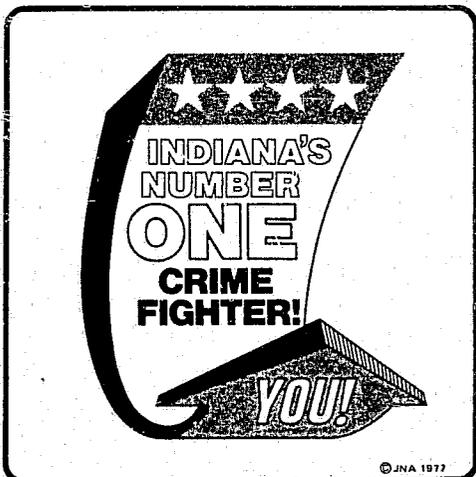
Ambulance _____

Hospital _____



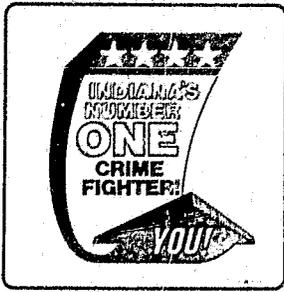
Developed and printed by the Indiana State Police under a grant from the Office of Criminal Justice Programs.

Brochure No. 4



Crime Prevention Tips

Senior Citizen



Crimes against senior citizens are most certainly crimes of opportunity. Criminals prey on senior citizens like vultures, exploiting age and vulnerability. Listed in this booklet are some crime prevention tips which if heeded, can lessen the chances of Indiana's Senior Citizens becoming victims to these malicious acts most commonly committed against them. If you would like further information, or a free security survey of your home, call your local law enforcement agency. They will be glad to assist you. Who is Indiana's Number One Crime Fighter? You—the Senior Citizen.



AT HOME

Equip your door with a deadbolt or dropbolt lock. The lock should also have a highly pick-resistant cylinder protected by a guard plate.

The peephole should be of the wide-angle type which gives a fuller view of the outside area.

Do not open your door to a visitor until you are sure of the identity of your caller.

Always double lock your door when leaving, even to put out trash, pick up mail or walk your dog.

Do not leave housekey under the doormat, in the mailbox or in any other area near the door.



WHEN WALKING

The over-65 group has the highest number of pedestrian fatalities; the 45-64 age group has the second highest. It is therefore very important for the older person to observe basic safety rules.

Never cross against the light.



CONFIDENCE GAMES

"Con artists" are smooth-talking criminals who aim to take your money through trickery and deceit. They can be men or women working alone or in pairs or groups. They may stop you on the street or call on the phone or come to your door. They may pretend to be repairmen, building inspectors, salesmen, or neighbors. Any stranger at all could be suspect.

You can avoid becoming a victim if you follow these suggestions.

Beware of friendly strangers offering goods or services at low rates.

Beware of friendly strangers who tell you they found money and want to share it with you.

Be suspicious of telephone calls from persons

If on returning you find your door open or tampered with, do not enter. Leave immediately and notify the police.

If you lose your keys or they are stolen, replace the lock cylinders immediately.

Be sure that all windows to your house or apartment are installed with good locks. Always keep windows locked.

If awakened at night by an intruder, lie still, try not to panic, and at first opportunity call the police.

Don't give information away freely to a stranger over the telephone. Always require some type of identification—especially if the caller is soliciting for a "worthy cause."

Cross at the corner, never between parked vehicles or in the middle of the block. Stay within crosswalk.

Watch for cars turning into crosswalk. Before crossing, make certain all cars have stopped.

Never assume the driver will see you or be able to stop in time. Your safety is your responsibility!

claiming to be bank officials who ask you to withdraw money from your account **for any reason**. Remember—banks always communicate in writing on business transactions.

Be alert to any scheme that involves removing your savings or other valuables from safekeeping and turning them over to **anyone**.

Be suspicious of fortune tellers, "readers," "advisors," etc. If you are asked to turn money or valuables over to anyone, call the police.

Be a good neighbor. Don't hesitate to notify police of any suspicious circumstances. Be alert.

REMEMBER— "Con artists" are usually very convincing with their story and will usually arouse your interest. Don't give in without thorough questioning. Call your Better Business Bureau, or call your law enforcement agency. **RARELY CAN YOU GET SOMETHING FOR NOTHING.**



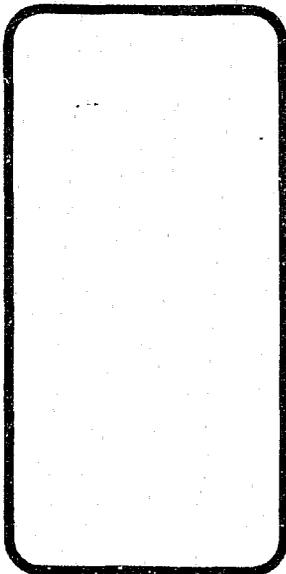
INSIDE YOUR BUSINESS

- Maintain serial number record of equipment and merchandise.
- Call your local law enforcement agency and ask about joining Operation Identification.
- Know your endorser or secure proper identification if you cash checks. Record identification number on checks and stamp for deposit immediately.
- Check references of new employees very carefully! Always require a personal interview before hiring.
- Empty cash register at night and leave open to prevent unnecessary damage.
- Alert employees and neighbors to report suspicious persons and happenings, noting physical descriptions and license number if car is involved.
- Always notify police promptly if you have any reason at all to suspect a problem. The more information they have, the better they can perform their job for you and your community.
- Position your safe or vault in clear view, and secure it to the floor. Change combination often, and trust only authorized personnel with key or combination.



INSTALL ADEQUATE ALARMS

- Alarm system needs vary with size and type of business. Make sure you have the right one for your situation. Hire a reputable company to install your system.
- Check and test power source regularly. Conceal and protect operating unit.
- Brief employees on the correct operation of the system, and allow trusted and authorized employees only with keys to the alarm system.



EMERGENCY NUMBERS

State Police _____

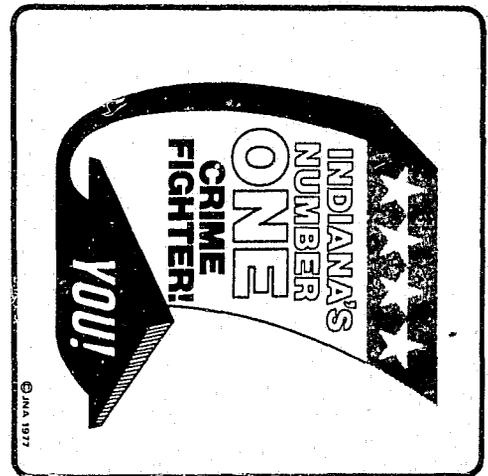
City Police _____

Sheriff _____

Fire Dept. _____

Ambulance _____

Hospital _____



Developed and printed by the Indiana State Police under a grant from the Office of Criminal Justice Programs.

Brochure No. 5



Crime Prevention Tips Business Owner



AS A LEADER IN THE COMMUNITY

When you take the first step toward crime prevention, you accept a very important civic responsibility. As businesses in a community unite in the war against crime in Indiana, your actions will ultimately influence the citizens of your community to follow your strong lead. Crime prevention techniques for the business owner are not difficult to implement. Take to heart the tips listed here, and then have pride in the fact that YOU ARE INDIANA'S NUMBER ONE CRIME FIGHTER!

LIGHT THE NIGHT

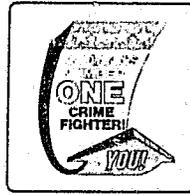
Lighting helps fight crime. There is no secret about it. When lights go on, crime goes down. Every citizen can help protect his home, neighborhood and community by leaving existing lights turned on, inside and outside, all night at home and business.

Electric timers are an excellent way of lighting your business at night. If you decide to leave just one or two lights burning, don't use the same lights every night. Vary your lighting choices often, to discourage burglars who have your business under observation.

The following locations are ideal for using automatic timers or photo-electric cells to control lights:

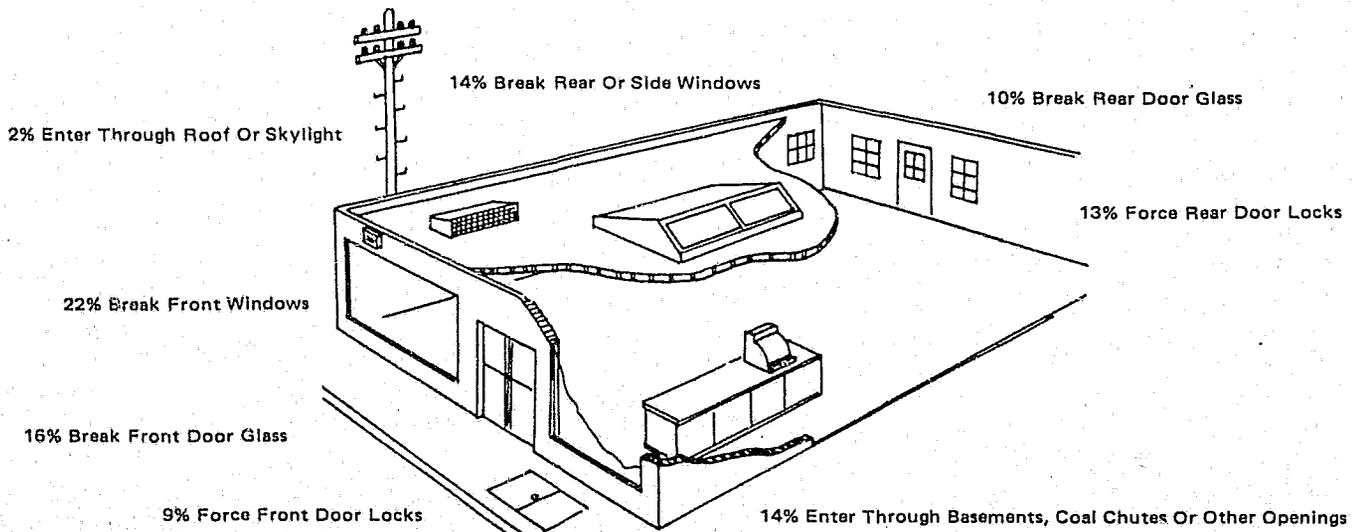
- Yard lights
- Roof Overhang
- Adjustable floodlights
- Entrances—front, back and sides
- Parking areas and walkways
- Loading docks
- Building interiors and exteriors
- Work and storage areas

REMEMBER! THE COST TO LEAVE LIGHTS TURNED ON AT NIGHT IS VERY LOW WHEN YOU CONSIDER THE AMOUNT OF PROTECTION AND SAFETY THEY PROVIDE!



DOORS, WINDOWS AND OTHER MEANS OF ENTRY

- Install pin tumbler locks. If door has breakable glass, wire mesh screening may be installed.
- Use sturdy doors. Attach sheet steel to both sides of rear and basement doors.
- Select door frames and hinges which cannot be pried off.
- Lock steel bars and other protective door barriers when leaving.
- Substitute glass with brick for side and rear windows, if ventilation is not a factor.
- Avoid displays which obstruct view into establishment.
- Make certain that no entry is possible from fire escape.
- Lock skylights from inside. Use metal mesh wiring wherever possible.
- Shield all possible openings against criminal entry, including sewers, loading docks, elevators, framework, and window transoms.



NOTE: If light next to phone is turned off, simply dial "0" for Operator—she'll help you.

Where Baby's Parents Will Be:

(1) Phone _____

Address _____

Name of People or Place They Will Visit:

(2) Phone _____

Address _____

Family Doctor:

Dr. _____
NAME PHONE

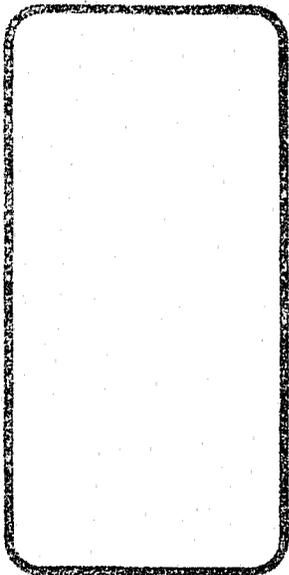
Trusted Neighbors or Friends:

(1) Name _____

Address & Phone _____

(2) Name _____

Address & Phone _____



Brochure No. 6

EMERGENCY NUMBERS

State Police _____

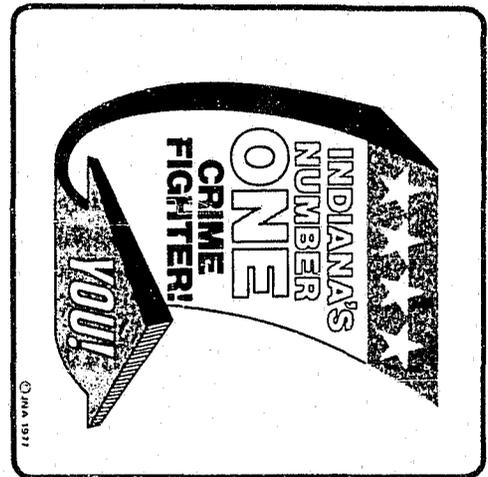
City Police _____

Sheriff _____

Fire Dept. _____

Ambulance _____

Hospital _____



Developed and printed by the Indiana State Police under a grant from the Office of Criminal Justice Programs.



Crime Prevention Tips

Baby-sitting



Responsibility is the key word when discussing baby-sitting. For the parents, the baby sitter, and the parents of the baby sitter, responsibility should never be taken lightly. Too many accidents have occurred simply because the right persons were not informed as to the do's and don'ts of baby-sitting.

HIRING A GOOD BABY SITTER

- Is he/she a mature, responsible and honest person?
- Is he/she experienced?
- Is he/she intelligent and understanding?
- Does he/she have references?
- Does he/she possess a good sense of humor, the ability to command respect, and seem to enjoy children?
- Is he/she a friend, acquaintance or total stranger? (Never hire a stranger without having a good reference).

Entrusting the care of your child to another person requires great care and consideration. Because baby sitters are usually teenagers, there are some qualities that must be readily apparent to insure the best and safest situation. In choosing a baby sitter, consider the following questions:

WHEN YOU'RE ASKED TO SERVE AS BABY SITTER . . .

Be businesslike. Be ready to state clearly:

- Day you're available.
- Hours you may work.
- Experience you've had (infant, six-year-old, etc.).
- Pay you consider fair.

GET THE INFORMATION . . .

Get specific information. Save time and prevent misunderstandings later by jotting down details:

- Parents' name, address and phone number (business phone number if necessary).
- Number of children and ages.
- Escort and transportation that will be provided to and from job. Even if you live only a few doors away, escort is desirable.

BE CAUTIOUS . . .

Be cautious. Don't accept if you don't know person calling. Ask who recommended you . . . then check back. If in doubt about person calling, ask your parents (they may want to call Police).

BE PREPARED . . .

Be prepared for job. Prior to first job with a family, plan for advance visit:

- To get acquainted with child.
- To learn about duties and arrangements.

WHEN YOU GO ON THE JOB . . .

Leave note for your parents. Tell them:

- Name, address and phone number of child's parents.
- Time expected home.

ON ARRIVAL . . .

On arrival at child's home, get complete instructions from parents — insist on specific details:

1. Places where parents can be reached. Get phone numbers, names and addresses of people parents will visit.
2. Name and phone number of family doctor; perhaps also trusted neighbor or friend.
3. Instructions for handling incoming phone calls. Have pencil and paper at phone.
4. Information about locking doors and windows; light to be left burning.
5. Action to take if doorbell rings.
6. Bedtime rules for baby . . . for older children.
7. Special instructions (diapers, baby's bottle, bedtime snacks, children's use of TV or radio, "lights out," etc.)

SAFETY AND GOOD MANNERS . . .

When baby's parents leave, you are in charge. Below are some responsibilities you should know about:

Guard against strangers

- Check and lock all doors and windows.
- Do not unlock door for anyone except in emergencies.
- Be suspicious about strange noises, a face at window, a phone call that worries you—
- If baby sitting outdoors, never talk to strangers. If someone annoys you, walk away.

Be ready in case of fire

- First get baby and other children out of house or apartment, then
- Call Fire Department . . . from neighbor's phone, if necessary.
- Know where fire extinguisher is.

Guard against accidents

- Pick up toys left on stairs . . . in hall or other passageway.
- Be alert to possible child hazards (medicines in bathrooms, dangerous utensils in kitchen, electrical outlets).
- Check frequently on children's play. Watch out for mischief if suddenly very quiet!
- Do not operate appliances or equipment, unless permission was given by parents.

Remember you're a guest!

- Take food only if you have permission. Eat moderately . . . wash dishes you've used.
- Don't "explore." Don't open closets or drawers or read personal letters left open to view.
- Don't allow friends to visit you while baby-sitting.
- Avoid making personal phone calls. Keep phone available for incoming calls from baby's parents.

When parents return

- When baby's parents return, report any unusual happenings.
- Accept escort to your home as planned; however, if a parent is to drive you home but appears to be intoxicated, insist on calling your own parents to make other arrangements.

HOW TO APPLY FOR LOCAL FUNDING
THROUGH L.E.A.A. FOR CRIME PREVENTION PROGRAMS

... NCPI BULLETIN ...

COMMUNITY ANTI-CRIME FUNDS NOW AVAILABLE

Effective June 14, 1977 the Law Enforcement Assistance Administration adopted guidelines for the Community Anti-Crime Program. The program exists "to assist" community organizations, neighborhood groups and individual citizens in becoming actively involved in activities designed to prevent crime, reduce the fear of crime and improve the administration of justice..

The 15 million dollar program is designed to accommodate newly forming community and neighborhood level anti-crime groups as well as existing community improvement groups that wish to expand their activities to include crime prevention efforts.

All applicants must be non-governmental, incorporated, not-for-profit community organizations. These "umbrella" groups will funnel funds to neighborhood groups. Priority will be given to efforts that reinforce each other as well as current community programming. Newly forming neighborhood groups may join together in a consortium under the sponsorship of an established community level organization.

Approximately 75 grants ranging from \$25,000 (or less) to \$250,000 will be awarded, without a matching requirement, to grantees not currently funded by other LEAA programs. Applications will be considered under three grant deadlines; August 31, 1977; October 31, 1977; and December 31, 1977. Applications denied under one deadline cannot be reconsidered during a subsequent grant period.

Although criminal justice agencies are not eligible recipients of these grant monies, the guidelines require that applicants "consult" with local criminal justice agencies regarding proposed activities.

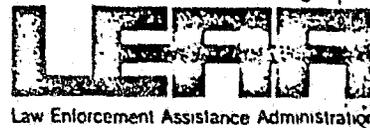
NCPI strongly urges police executives and crime prevention officers to assist appropriate local organizations in the development of rational, coherent programs that will complement and supplement on-going crime prevention programming.

For further information and a copy of the guidelines contact:

James Emmett Hagerty, Program Manager
Community Anti-Crime Program
Law Enforcement Assistance Administration
U. S. Department of Justice
Washington, D. C. 20531

(202) 376-3550

news release



Law Enforcement Assistance Administration

Public Information Office
Telephone (202) 376-3820

Washington, D.C. 20531

*Hollingsworth -
A possible
source of
local crime
prev. groups
JDS.*

ADVANCE FOR RELEASE 6:30 A.M., (EDT)
MONDAY, JULY 18, 1977

The Law Enforcement Assistance Administration today released guidelines for a new program to stimulate citizen action against crime.

The program was authorized by the Crime Control Act of 1976 and \$15 million has been allocated for the new effort.

The program's focus will be on crime control and prevention activities at the neighborhood level ranging from citizen patrols to youth counseling to escort services for the elderly.

Grants ranging from \$25,000 to \$250,000 will be awarded by LEAA to an estimated 100 non-profit community and neighborhood organizations around the country. Those groups, in turn, will involve small neighborhood groups and residents in various anticrime programs.

James M. H. Gregg, LEAA acting administrator, said LEAA hopes to reduce the fear of crime as well as to reduce neighborhood crime and vandalism.

"Fear paralyzes some neighborhoods," Mr. Gregg said. "When people are afraid to go out on the street and stay virtually penned up in their homes or apartments, that in itself makes an area unsafe.

(MORE)

"We are committed to working with the citizens of this country to turn that around. Citizen involvement may be the single most important key to reducing crime in America."

Mr. Gregg said the guidelines are being distributed to appropriate organizations.

LEAA will accept applications under three deadline dates in 1977: August 31, October 31 and December 31. Awards will be made on a competitive basis during each of the three submission periods. Grants will be for periods of 12 to 18 months.

Information on the program may be obtained from:
Community Anti-Crime Program, Law Enforcement Assistance
Administration, 633 Indiana Avenue, N.W., Washington, D.C.
20531.

LISTING OF PARTICIPATING AGENCIES
IN THE INDIANA CRIME PREVENTION PROGRAM



DISTRICT #12 - SOUTH BEND

Assistant Chief Quinte Squadroni
Mishawaka Police Department
Mishawaka, Indiana 46544

Sergeant Joel Wolvos
South Bend Police Department
South Bend, Indiana 46601

Lt. Joseph P. Molnar
St. Joseph County Police Department
South Bend, Indiana 46601

Captain Norman Long
Marshall County Sheriff Department
Plymouth, Indiana 46563

DISTRICT #13 - LOWELL

Corporal Richard Serbin
Chesteron Police Department
790 Broadway
Chesterton, Indiana. 46304

Chief Henry A. Dalka
Francesville Police Department
Box #616
Francesville, Indiana 47946

Chief Deputy James Arnold
La Porte County Sheriff's Dept.
813 State Street
La Porte, Indiana 46350

Corporal Greg Arndt
La Porte Police Dept.
La Porte, Indiana 46350

Captain Larry Pennell
Porter County Sheriff's Police
157 Franklin Street
Valparaiso, Indiana 46383

Officer Charles W. Heimberg
Portage Police Department
2963-P. Irving Street
Portage, Indiana 46368

Sergeant Russel Traphagen
Pulaski County Sheriff's Dept.
Winamac, Indiana 46996

Officer Terry L. Gilliland
Rensselaer Police Dept.
Rensselaer, Indiana 47978

Deputy Marc Bussell
Starke County Sheriff's Dept.
108 N. Pearl Street
Knox, Indiana 46534

Officer M. L. Reed
Valparaiso Police Department
Valparaiso, Indiana 46383

Winamac Police Department
Chief Clarence Toweson
120 W. Main Street
Winamac, Indiana 46996

Sergeant Mike Kulakowski
Michigan City Police Dept.
Michigan City, Indiana 46360

Lieutenant Charles Thompson
Dyer Police Department
Dyer, Indiana 47311

Detective John Bellon
Highland Police Department
Highland, Indiana 46332

Corporal Lance Burris
Hobart Police Department
Hobart, Indiana 46342

Officer Thomas Felder/
Sergeant John J. Crisan
Lowell Police Department
Lowell, Indiana 46356

Sergeant James Poling
Merrillville Police Department
13 West 73rd Avenue
Merrillville, Indiana 46410

Detective Mike Abbot
Munster Police Department
Munster, Indiana 46321

Sergeant James D. Fisher
Cedar Lake Police Department
Cedar Lake, Indiana 46303

DISTRICT #14 - LAFAYETTE

Chief Deputy Robert L. Payne
Clinton County Sheriff's Dept.
Frankfort, Indiana 46041

Officer Larry D. Pinnell
Delphi Police Department
Civic Building
Delphi, Indiana 46923

Sheriff Robert C. Peevler
Fountain County Sheriff's Dept.
Covington, Indiana 47932

Officer Harold Woodruff/Major Harry Major
Frankfort Police Department
Frankfort, Indiana 46041

Deputy James Brown
Montgomery County Sheriff Dept.
Crawfordsville, Indiana 47933

Deputy Loran Wilkie
Warren County Sheriff Dept.
Williamsport, Indiana 47933

DISTRICT #21 - LIGONIER

Officer Kenneth B. Ham
Angola Police Dept.
Angola, Indiana 46703

Captain Dewayne Stemen
Auburn Police Department
Auburn, Indiana 46706

Paul Bolinger
Avilla Police Department
Avilla, Indiana 46710

Chief Gary Ryman
Bristol Police Department
Bristol, Indiana 46507

Chief William F. Fowler
Butler Police Department
Butler, Indiana 46721

Chief James L. Horne
Churubusco Police Dept.
Churubusco, Indiana 46723

Sergeant John Ells
DeKalb County Police
Auburn, Indiana 46706

Lieutenant Warren H. Swartz
Elkhart County Sheriff Dept.
Elkhart, Indiana 46514

Sergeant Larry Harrell
Elkhart Police Department
Elkhart, Indiana 46514

Chief Harold E. Werkheiser
Garrett Police Department
Garrett, Indiana 46738

Lt. Bobbie L. McGill
Goshen Police Department
Goshen, Indiana 46526

Sergeant Stan Holderman
Kosciusko County Sheriff's Dept.
Warsaw, Indiana 46580

Officer J. M. Hartman
Ligonier Police Dept.
Ligonier, Indiana 46767

Sheriff Donald L. Pilz
La Grange County Sheriff's Dept.
La Grange, Indiana 46761

Chief Lowell D. Miller
Middlebury Police Department
Middlebury, Indiana 46540

Dep. Town Marshall Robin R. Loucks
Millersburg Police Department
Millersburg, Indiana 46543

Captain Don Miller
Nappanee Police Department
Nappanee, Indiana 46550

Deputy Charles McClement
Noble County Sheriff's Dept.
Albion, Indiana 46701

Chief William G. Forker
Rome City Police Department
Rome City, Indiana 46784

Officer Mike K. Penrod
Silver Lake Police Department
Silver Lake, Indiana 46982

Captain L. M. McClelland
Steuben County Sheriff's Dept.
Angola, Indiana 46703

Officer Joseph Thornburg
Syracuse Police Dept.
Syracuse, Indiana 46567

Chief A. F. Haggard
Topeka Police Department
Topeka, Indiana 46571

Chief Odis L. Garrett
Wakarusa Police Department
Wakarusa, Indiana 46573

Lt. Aden Moore
Warsaw Police Department
Warsaw, Indiana 46580

Officer Billy Vallance
Waterloo Police Department
Waterloo, Indiana 46793

Deputy H. Taulbe
Whitley County Sheriff's Dept.
Columbia City, Indiana 46725

DISTRICT #22 - FORT WAYNE

Sheriff Harold E. August
Adams County Sheriff Dept.
Decatur, Indiana 47633

Deputy Bob Adams
Allen County Police Dept.
Allen County Courthouse
Fort Wayne, Indiana 46802

Chief Cecil R. Williams
Andrews Police Department
Andrews, Indiana 46702

Chief Louis Cabral
Berne Police Department
Berne, Indiana 46711

Chief Jack E. Fuller
Bluffton Police Department
204 East Market Street
Bluffton, Indiana 46714

Chief Grover Odle
Decatur Police Department
521 North Third Street
Decatur, Indiana 46733

Detective Dan Schuricht
Fort Wayne Police Dept.
#1 Main Street
Fort Wayne, Indiana 46802

Chief Darrol Smitley
Geneva Police Department
Geneva, Indiana 46740

Sheriff Dale Rudicel
Huntington County Sheriff
Courthouse
Huntington, Indiana 46750

Chief Russell R. Tuesch
Huntington Police Dept.
Cherry at Market
Huntington, Indiana 46750

Chief Clyde R. Sprowl
Markle Police Department
Markle, Indiana 46770

Chief Robert Ladig
New Haven Police Department
428 Broadway
New Haven, Indiana 46774

Chief Ron Werling
Ossian Police Department
Ossian, Indiana 46777

Chief Harold Crow
Roanoke Police Department
Roanoke, Indiana 46783

Chief Alvin Todd
Warren Police Department
Warren, Indiana 46792

Sheriff Paul Gerwig
Wells County Sheriff Department
Wells County Courthouse
Bluffton, Indiana 46741

DISTRICT #23 - PERU

Sheriff Mike Long
Cass County Sheriff Department
Logansport, Indiana 46947

Sheriff Robert Newgent
Fulton County Sheriff's Department
Rochester, Indiana 46975

Chief Pat Rozzi
Logansport Police Department
Logansport, Indiana 46947

Sheriff John Rusie
Miami County Sheriff's Department
Peru, Indiana 46970

Officer William McNeely
North Manchester Police Department
North Manchester, Indiana 46962

Chief Richard Blair
Peru Police Department
Peru, Indiana 46970

Chief Roy Calvert
Rochester Police Department
Rochester, Indiana 46975

Captain Larry L. Rice
Wabash County Sheriff Department
Wabash, Indiana 46992

Sergeant Charles Smith
Wabash Police Department
Wabash, Indiana 46992

DISTRICT #24 - PENDLETON

Sergeant Donald J. Clark
Anderson Police Department
Anderson, Indiana 46011

Captain Roger Towner
Elwood Police Department
Elwood, Indiana 46036

Chief James Harmon
Fairmount Police Department
Fairmount, Indiana 46928

Deputy James Shroyer
Grant County Sheriff Department
Marion, Indiana 46952

Lieutenant Steve Sell
Hamilton County Sheriff Department
Noblesville, Indiana 46060

Officer Ronald R. Brown
Jonesboro Police Department
919 South Main
Jonesboro, Indiana 46938

Sergeant Morton Ogden
Tipton Police Department
Tipton, Indiana 46072

Officer Ken Lambertson
Alexandria Police Department
Alexandria, Indiana 46001

Carmel Police Department
Lieutenant Steven J. Babb
Carmel, Indiana 46032

Chief Kenneth Ellis
Gas City Police Department
Gas City, Indiana 46933

Assistant Chief James H. Perkins
Marion Police Department
Marion, Indiana 46952

Sergeant Crafton M. Bays
Noblesville Police Department
Noblesville, Indiana 46060

DISTRICT #25 - REDKEY

Sheriff Howard R. McCollum
Blackford County Sheriff Department
Hartford City, Indiana 47348

Sergeant Jerry E. Golden
Delaware County Sheriff Department
Muncie, Indiana 47302

Chief Robert Pyle/Sgt. Billy D. Meacham
Dunkirk Police Department
Dunkirk, Indiana 47336

Chief Richard D. Hamilton
Hartford City Police Department
Hartford City, Indiana 47348

Sheriff Gerald R. Kirby
Jay County Sheriff Department
Portland, Indiana 47371

Chief Garth L. LeMaster
Portland Police Department
Portland, Indiana 47371

Lieutenant Leroy Hahn
Muncie Police Department
Muncie, Indiana 47302

Deputy Dick Johnson
Randolph County Sheriff Department
Winchester, Indiana 47394

Chief Richard Addington
Union City Police Department
Union City, Indiana 47390

Sergeant Robert T. Jones
Winchester Police Department
Winchester, Indiana 47394

DISTRICT #31 - PUTNAMVILLE

Lieutenant Dave Galloway
Brownsburg Police Department
Brownsburg, Indiana 46112

Officer John S. Cox
Danville Police Department
Danville, Indiana 46122

Chief Larry Rogers
Greencastle Police Department
Greencastle, Indiana 46135

Officer Terry Weddle
Martinsville Police Department
Martinsville, Indiana 46151

Chief Harold Martin
Mooreville Police Department
Mooreville, Indiana 46158

Sergeant Brinker
Plainfield Police Department
Plainfield, Indiana 46168

DISTRICT #32 - TERRE HAUTE

Officer Michael Biggs
Brazil Police Department
604 North Walnut
Brazil, Indiana 47834

Deputy Nathaniel M. Overman
Clay County Sheriff Department
120 South Alabama Street
Brazil, Indiana 47834

Sergeant Michael L. Guinn
Clinton Police Department
259 Vine Street
Clinton, Indiana 47842

Deputy Allan Barnes
Parke County Sheriff Department
Parke County Jail
Rockville, Indiana 47872

Officer Don Pruner
Rockville Police Department
South Jefferson Street
Rockville, Indiana 47872

Chief Deputy Ray King
Sullivan County Sheriff's Office
Sullivan County Jail
31 East Washington
Sullivan, Indiana 47882

Captain Frank Hoffman
Terre Haute Police Department
City Hall - 17 Harding Avenue
Terre Haute, Indiana 47807

Sergeant Kenneth Waterman
Sullivan Police Department
Sullivan City Hall
Sullivan, Indiana 47882

Chief Deputy Edward Fisher/Deputy Ted G. Melvin
Vigo County Sheriff Department
34 Ohio Street
Terre Haute, Indiana 47807

Officer James Milton
West Terre Haute Police Department
500 National Avenue
West Terre Haute, Indiana 47885

CONTINUED

1 OF 2

DISTRICT #33 - BLOOMINGTON

Captain Richard Post
Bloomington Police Department
122½ South Walnut Street
Bloomington, Indiana 47401

Chief Donal Kuster
Ellettsville Police Department
Ellettsville, Indiana 47429

Deputy Jerry L. Sullivan
Greene County Sheriff Department
Bloomfield, Indiana 47424

Officer Michael R. Poole
Jasonville Police Department
Jasonville, Indiana 47438

Sheriff Farrell Robbins
Lawrence County Sheriff Department
Bedford, Indiana 47421

Chief Phil Tincher
Mitchell Police Department
Mitchell, Indiana 47446

Chief Charles Elkins
Oolitic Police Department
Oolitic, Indiana 47451

DISTRICT #34 - JASPER

Chief David Blair
Cannelton Police Department
451 Webb Street
Cannelton, Indiana 47520

Sheriff Estel Eastridge
Crawford County Sheriff Department
South Court Street
English, Indiana 47118

Leroy Musgrave
Town Marshall
Dale Police Department
Dale, Indiana 47523

Sheriff Everett Beasley
Daviess County Sheriff
301 East Walnut Street
Washington, Indiana 47501

Sheriff Hilary Hochgesang
Dubois County Sheriff Department
Jasper, Indiana 47546

Assistant Chief Dewey E. Lewis
French Lick Police Department
French Lick, Indiana 47432

Sergeant Richard Rasche
Jasper Police Department
Jasper, Indiana 47546

Deputy Terry W. Kepler
Knox County Sheriff Department
Vincennes, Indiana 47591

Sergeant Joe Gee
Loogootee Police Department
West Main Street
Loogootee, Indiana 47553

Chief Ray Sims
Odon Police Department
Town Hall
Odon, Indiana 47562

Sheriff Clarence Switzer
Orange County Sheriff Department
Paoli, Indiana 47454

Officer Wendell McFarland
Orleans Police Department
Orleans, Indiana 47452

Officer James T. Smith
Paoli Police Department
Paoli, Indiana 47454

Sheriff Cletue Voges
Perry County Sheriff Dept.
119 South 7th Street
Cannelton, Indiana 47520

Officer William Walker
Petersburg Police Department
Petersburg, Indiana 47567

Chief Charles Schourds
Rockport Police Department
Rockport, Indiana 47635

Sheriff William Rininger
Spencer County Sheriff Dept.
201 North Main Street
Rockport, Indiana 47635

Chief Donald R. Tharp
Tell City Police Department
City Hall Building
Tell City, Indiana 47586

Officer Gary Williams
Washington Police Department
Washington, Indiana 47501

Officer Clayton R. Main
West Baden Police Department
Town Office Building
West Baden, Indiana 47469

DISTRICT #35 - EVANSVILLE

Lieutenant Donald R. Gore
Boonville Police Department
Boonville, Indiana 47601

Captain John Conley/George Ballard
Gibson County Sheriff
Princeton, Indiana 47570

Sergeant Clarence C. Shepard
Evansville Police Department
Evansville, Indiana 47708

Chief Wilford Clark
Mt. Vernon Police Department
Mt. Vernon, Indiana 47620

Chief Richard B. Meinert/Officer John R. Davis
Newburgh Police Department
Newburgh, Indiana 47630

Chief Bob Bigham
Oakland City Police Department
Oakland City, Indiana 47650

Sheriff William Cox/Chief Deputy Carl Dick
Posey County Sheriff Department
Mt. Vernon, Indiana 47620

Officer Bob E. Loveless
Princeton Police Department
Princeton, Indiana 47570

Sergeant Gary Kassel
Vanderburgh County Sheriff Department
Evansville, Indiana 47708

Sheriff William Goings
Warrick County Sheriff Department
Boonville, Indiana 47601

DISTRICT #41 - CONNERSVILLE

Officer John Siebert
Brookville Police Department
632 Main
Brookville, Indiana 47012

Officer Manus Boyer
Cambridge City Police Department
Cambridge City, Indiana 47327

Chief Tom Williams
Centerville Police Department
City Building
Centerville, Indiana 47330

Assistant Chief Richard C. O'Neal
Connersville Police Department
122 West 4th
Connersville, Indiana

Sheriff Max Huffman
Fayette County Sheriff Department
Connersville, Indiana 47331

Sergeant Fred Gabbard
Franklin County Sheriff Dept.
Brookville, Indiana 47012

Officer Scott L. Higinbotham
Hagerstown Police Department
Hagerstown, Indiana 47346

Major Allen R. Strange
Henry County Sheriff Department
New Castle, Indiana 47362

Chief Arnold Butler
Knightstown Police Department
Knightstown, Indiana 46148

Sergeant Guy F. Shock/Sergeant Steve Sheets
Middletown Police Department
Middletown, Indiana 47356

Chief Robert P. Dick/Assistant Chief Ray Young
New Castle Police Department
227 North Main Street
New Castle, Indiana 47362

Chief Charles Chris/Officer Dennis Rice
Richmond Police Department
Richmond, Indiana 47374

Assistant Chief Ron Cameron
Rushville Police Department
136 East 3rd Street
Rushville, Indiana 46173

Chief Deputy David E. Clevenger
Rush County Sheriff Department
141 East Street
Rushville, Indiana 46173

Sheriff George Boggs
Union County Sheriff Department
Liberty, Indiana 47353

Sheriff John O. Caty
Wayne County Sheriff Department
Richmond, Indiana 47374

DISTRICT #42 - VERSAILLES

Chief William D. McCartney
Aurora Police Department
Aurora, Indiana 47001

Chief W. H. Dramann
Batesville Police Department
Batesville, Indiana 47006

Sheriff James B. Wismann
Dearborn County Sheriff Dept.
Lawrenceburg, Indiana 47025

Chief Cletus Reynolds
Dillsboro Police Department
Dillsboro, Indiana 47018

Chief John L. Minger
Greendale Police Department
Greendale, Indiana 47025

Chief Edward Burton
Hanover Police Department
Hanover, Indiana 47243

Sheriff A. B. Alexander
Jefferson County Sheriff Dept.
Madison, Indiana 47250

Chief R. L. Cunningham
Lawrenceburg Police Department
Lawrenceburg, Indiana 47025

Officer Marvin E. Smith
Madison Police Department
Madison, Indiana 47250

Chief Dennis Ryker
Milan Police Department
Milan, Indiana 47031

Sheriff R. Stanley McClain
Ripley County Sheriff Department
Versailles, Indiana 47042

Chief Richard T. Powell
Rising Sun Police Department
Rising Sun, Indiana 47040

Sheriff Ralph E. Brown
Switzerland County Sheriff Department
Vevay, Indiana 47043

Chief Raymond Ottis
Vevay Police Department
Vevay, Indiana 47043

DISTRICT #43 - Seymour

Deputy Mike Coy/Detective Sergeant Stanley W. Frankie
Bartholomew County Sheriff Department
Columbus, Indiana 47201

Sergeant Alvin Wolfe
Columbus Police Department
Columbus, Indiana 47201

Captain Paul Ponsler/Officer Allen Barnett
Greensburg Police Department
Greensburg, Indiana 47240

Sheriff Larry Snyder
Decatur County Sheriff Department
Greensburg, Indiana 47240

Sheriff Allen Harbaugh
Jackson County Sheriff Department
Brownstown, Indiana 47220

Deputy Jerry Shepard
Jennings County Sheriff Department
Vernon, Indiana 47482

Officer Phil Owens
North Vernon Police Department
North Vernon, Indiana 47265

Chief Ronald L. Thomas
Seymour Police Department
Seymour, Indiana 47274

DISTRICT #44 - INDIANAPOLIS

Lieutenant William Bartholomew
Beech Grove Police Department
Beech Grove, Indiana 46107

Officer Robert Cummings
Franklin Police Department
Franklin, Indiana 46131

Chief Charles R. Glidewell
Greenfield Police Department
Greenfield, Indiana 46140

Officer Edwin Stephens
Greenwood Police Department
Greenwood, Indiana 46142

Sheriff Malcolm Grass
Hancock County Sheriff Department
Greenfield, Indiana 46140

Johnson County Sheriff Department
Deputy Tom Pritchard
Franklin, Indiana 46131

Officer Steve Davis
Lawrence Police Department
Lawrence, Indiana 46226

Corporal James R. Koch
Marion County Sheriff Department
Indianapolis, Indiana 46206

Officer Robert M. Nolley
Shelbyville Police Department
Shelbyville, Indiana 46176

Officer Bill Bergen
Speedway Police Department
Speedway, Indiana 46224

Deputy Rick Isgrigg
Shelby County Sheriff's Office
Shelbyville, Indiana 46176

DISTRICT #45 - CHARLESTOWN

Sergeant Edward McDonald/Officer Warren E. Steven
Charlestown Police Department
Charlestown, Indiana 47111

Deputy Leon Witt
Floyd County Sheriff Department
New Albany, Indiana 47150

Officer Joseph W. Gelbach
Jeffersonville Police Department
Agency Identifier IN0100300
501 East Court Avenue - City-County Building
Jeffersonville, Indiana 47130

Officer Edward M. Davis
New Albany Police Department
New Albany, Indiana 47150

Officer William L. Jean
Salem Police Department
Salem, Indiana 47167

Captain Clyde Nichols, Jr.
Washington County Police Department
108 South Main Street
Salem, Indiana 47167

Sergeant Gary Hall
Clarksville Police Department
411 West Harrison
Clarksville, Indiana 47130

AUG 13 1977



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

August 12, 1977

The Honorable Otis R. Bowen
Governor of the State of Indiana
206 State House
Indianapolis, Indiana 46204

Dear Governor Bowen:

My heartiest congratulations to you on the success to date of the Indiana Crime Prevention Program. The cooperative crime resistance efforts of you, the Indiana State Police, the many local law enforcement agencies participating in the program, the FBI, and, most importantly, all Hoosier citizens should be a source of great pride to everyone in the State of Indiana. My associates join me in wishing you continued success in achieving crime reduction through crime resistance.

Sincerely yours,

Clarence Kelley
Clarence M. Kelley
Director





OFFICE OF THE MAYOR

CITY OF CHICAGO

MICHAEL A. BILANDIC
MAYOR

P R O C L A M A T I O N

WHEREAS, the state of Indiana is observing its first annual Crime Prevention Week September 5 through 11 and mayors throughout Indiana and Illinois are calling attention to this observance; and

WHEREAS, Governor Otis R. Bowen is leading the campaign to heighten public awareness of the citizen's role in crime fighting and crime prevention in order to support law enforcement agencies; and

WHEREAS, the people of Chicago have demonstrated their support for local and state programs engaged in crime prevention and all aspects of law enforcement and criminal justice and seek to add momentum to the campaign in Illinois' sister state:

NOW, THEREFORE, I, Michael A. Bilandic, Mayor of the City of Chicago, do hereby proclaim September 5-11, 1977 to be INDIANA CRIME PREVENTION WEEK and urge all citizens to take cognizance of the special events arranged for this time.

Dated this 2nd day of September, 1977.

Michael A. Bilandic
Mayor

STATE OF INDIANA

EXECUTIVE DEPARTMENT
INDIANAPOLIS

PROCLAMATION

Executive Order

TO ALL TO WHOM THESE PRESENTS MAY COME, GREETING:

- WHEREAS, crime is one of the largest problems facing the citizens of this state and nation, and
- WHEREAS, crime causes much loss of property, personal valuables, personal freedoms, and in many instances, bodily harm, and
- WHEREAS, law enforcement agencies, business owners, private citizens, and particularly homeowners can cooperate in utilizing preventative measures to discourage and diminish crime, and
- WHEREAS, crime prevention has been proven to be a very effective means of reducing the opportunity for crimes to be committed;
- NOW, THEREFORE, I, Otis R. Bowen, Governor of the State of Indiana, do hereby proclaim the week of September 5 - 11, 1977, as

The First Annual
INDIANA CRIME PREVENTION WEEK

and ask all citizens to aid, assist and do everything possible to discourage and prevent crime, and loss from crime, by taking safety and preventative measures recommended by their police department.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the great seal of the State of Indiana, at the Capitol, in the city of Indianapolis, this 15th day of August, 1977.



[Signature]
Larry A. Conrad
Secretary of State

[Signature]

Otis R. Bowen, M.D.
Governor of Indiana

OFFICE OF THE GOVERNOR
INDIANAPOLIS, INDIANA 46204

OTIS R. BOWEN, M. D.
GOVERNOR

Dear Citizen,

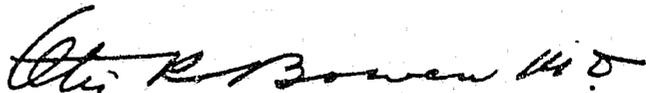
We have an undeclared war raging right here in our own country. It's a war between you, the law-abiding citizen, and those citizens who choose to break the law. And just like any other way, our personal freedoms are at stake.

In my dual role as Governor, and as a citizen of Indiana, I'm asking you to help our law enforcement officers win the war against crime in Indiana, because YOU CAN BE INDIANA'S NUMBER ONE CRIME FIGHTER.

If we all practice crime prevention, and make a real commitment to aid our law enforcement officers, I guarantee you that we can win the war against crime.

Good luck, and thank you.*

Sincerely,



Otis R. Bowen, M.D.
Governor

ORB:sl

STATE OF INDIANA



INDIANAPOLIS 46202

OTIS R. BOWEN, M. D.
GOVERNOR

Frank A. Jessup
Executive Director
Criminal Justice Planning Agency
Graphic Arts Building
215-17 N. Senate Avenue
Phone 317-633-4773

February 17, 1977

Superintendent John T. Shettle
Indiana State Police
301 State Office Building
Indianapolis, Indiana 46204

Dear Superintendent Shettle:

I strongly believe that criminal opportunities can be reduced in two ways. Number one, the individual citizens can improve security to protect their own property and person. And second, the level of surveillance by citizens can be increased.

While it is not necessary to dig a moat around one's home or business, certainly the physical environment can be designed or altered -- good security locks added -- so that an individual will not commit a crime because of these added deterrents to crime.

The Indiana Crime Prevention Program is designed to provide participating law enforcement agencies with the necessary training, resources, and support materials to implement local crime prevention programs and to enlist citizen support of these necessary crime curbing activities.

I strongly approve and support this important statewide project to make Indiana a safer place to live and work.

Sincerely yours,

Frank A. Jessup
FRANK A. JESSUP
Executive Director

FAJ:jh



NATIONAL CRIME PREVENTION INSTITUTE, School of Police Administration
University of Louisville, Shelby Campus
Louisville, Kentucky 40222

February 14, 1977

Ken Hollingsworth
Crime Prevention Coordinator
Indiana Crime Prevention Office
Room #705, State Office Building
100 North Senate Avenue
Indianapolis, Indiana 46204

Dear Mr. Hollingsworth:

We at NCPI are delighted that Indiana is launching such a well-designed statewide crime prevention campaign. We totally endorse your theme--Indiana's Number One Crime Fighter - You!--and its message that citizens must take the responsibility for crime prevention.

Indiana is one of 17 progressive states which have developed or are developing statewide crime prevention campaigns. Your program is important for Indiana, and it also adds momentum to what will soon become a truly national crime prevention campaign.

NCPI stands ready to assist you in any way possible. Keep up the good work!

Sincerely,

Max Gray

B. M. Gray, II
Director

BMG/ds



In Reply, Please Refer to
File No.

UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

575 North Pennsylvania Street
Post Office Box 1186
Indianapolis, Indiana 46206
February 16, 1977

The Honorable Otis R. Bowen
Governor of the State of Indiana
Indiana State Capitol Building
206 State House,
Indianapolis, Indiana 46204

Dear Governor Bowen:

The Federal Bureau of Investigation is fully committed to the Indiana Crime Prevention Program. We join with law enforcement agencies from throughout Indiana in our mutual endeavor to achieve a significant reduction in crime.

As Director Clarence M. Kelley has said, "Helping citizens to resist crime is not another community relations program. It is, instead, a distinct law enforcement function." I believe we must educate and alert the citizens of Indiana as to how they may reduce their vulnerabilities to the crimes about them. We must work with every community in the State in an effort to prevent Indiana citizens from becoming victims of crime.

I pledge the full support of the Federal Bureau of Investigation in this program. Further, I believe that law enforcement agencies working in cooperation with Indiana citizens will demonstrate that crime can be substantially reduced. We in the FBI welcome the opportunity to work with fellow "Hoosiers" in this vitally important program.

Very truly yours,

O. Franklin Lowie

O. Franklin Lowie
Special Agent in Charge

1 CC: Mr. Ken Hollingsworth
Coordinator,
Indiana Crime Prevention Program

Indiana Association



of Chiefs of Police

EXECUTIVE
COMMITTEE

—○—

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PRESIDENT
CHIEF OF POLICE
SHELBYVILLE, IND.

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JOSEPH KIRKMAN
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BEDFORD, IND.

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MUNSTER, IND.

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3RD VICE-PRES.
CHIEF OF POLICE
PLYMOUTH, IND.

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CAPT. OF POLICE
MUNCIE, IND.

—○—

DAVE L. PENNINGTON
TREASURER
CAPT. OF POLICE
ELKHART, IND.

—○—

ROBERT COPELAND
PAST PRESIDENT
CHIEF OF POLICE
SPEEDWAY, IND.

—○—

DICK HADLEY
BUSINESS AGENT
INDIANAPOLIS, IND.

Ken Hollingsworth
Indiana Crime Prevention Office
Room 705 State Office Building
100 N. Senate Avenue
Indianapolis, Ind. 46204

February 15, 1977

Dear Ken,

February 22nd marks the official beginning of the Indiana Crime Prevention Program. It has been a pleasure for myself, and the Indiana Association of Chiefs of Police to be involved with the planning for this much needed program.

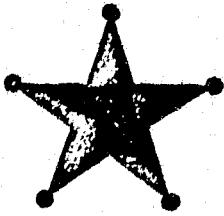
The Indiana Association of Chiefs of Police is deeply concerned about crime in Indiana. Each Chief of Police through-out the State is constantly striving to decrease the crime rate in their respective community. The Sheriff Departments, F.B.I., and Indiana State Police are also concerned about their respective counties in the entire state. We are all aware that Crime Prevention is the best method in reducing the crime rate. We're also aware that Crime Prevention cannot be tackled alone by the Law Enforcement Profession. It takes the effort of every law abiding citizen in the State of Indiana to have an effective Crime Prevention Program.

I know that plans for the Indiana Crime Prevention Program include educating the public, and getting the public involved in this most necessary function to prevent crime. I hope that everyone realizes the time, effort, and money that have been put in to planning this program.

I pledge to the Indiana Crime Prevention Program the total support of the Indiana Association of Chiefs of Police towards the effective use of Crime Prevention methods and material through-out the State of Indiana. I know that every Chief of Police through-out the State of Indiana would do everything he can to make this program a success in his respective community.

Sincerely yours,

Robert E. Williams
President



INDIANA SHERIFFS' ASSOCIATION

1313 CIRCLE TOWER BUILDING
INDIANAPOLIS, INDIANA 46204
(317) 634-2246

OFFICERS

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Sheriff, Daviess County
President

NORMAN MURNAN
Sheriff, Shelby County
First Vice President

CHARLES "BUD" MEEKS
Sheriff, Allen County
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FRANK McDONALD
Treasurer

HERBERT BEASLEY
Secretary

STAFF

RICHARD A. BERGER
Executive Director

ROBERT S. KELLEY
Deputy Director

MADelyn A. MEYERS
Administrative Assistant

22 February 1977

The Indiana Sheriffs' Association wants Hoosiers to feel safe and secure - a sincere sense of safety, not false security. A dedicated partnership between the individual (or business) and his local law enforcement officer can and will benefit both. The law enforcement officer can help teach the citizen to be aware of his crime susceptibility and methods to decrease his vulnerability to crime. Likewise the citizen can sharpen his awareness of details so that he may provide valuable clues to the police in helping to identify criminals. The Association's crime statistics keep us aware that more crime fighting tools are needed. We want Hoosier citizens to become one of those tools. In the months to come your Sheriff, City Police, and State Police will be involved in a new Crime Prevention Program. We are asking all Hoosiers to cooperate in this program for the mutual protection of all.

Richard A. Berger
Executive Director



INDIANAPOLIS A.D.I. ASSOCIATION

P.O. BOX 24032
INDIANAPOLIS, INDIANA 46224

February 22, 1977

Otis R. Bowen, M.D.
Governor of the State of Indiana
State Capitol Building
Indianapolis, Indiana 46204

Dear Governor Bowen,

Arby's Roast Beef of Central Indiana was very happy to learn of Indiana's Crime Prevention Program, and we would like to offer our congratulations and enthusiastic support for this very much needed public awareness campaign.

At a recent meeting of the 10 Central Indiana Arby's Roast Beef stores, we voted unanimously to take an active role in this Crime Prevention Program.

We have made preparations to carry out a Crime Prevention campaign in conjunction with Indiana's theme, in the form of Crime Fighter beverage glasses. Arby's will offer a series of six glasses, each bearing a Crime Prevention Tip, and the message, "Indiana's Number One Crime Fighter - You!"

It is in this manner that we hope to contribute strength and momentum to Indiana's Crime Prevention Program, and to further public awareness and support. We're proud to be part of such a program.

Sincerely,

Gary K. Cummings
Gary K. Cummings
President



INDIANA STATE CHAMBER OF COMMERCE Inc. Board of Trade Bldg. Indianapolis IN 46204 • (317) 634-6407

February 21, 1977

Sgt. Ken Hollingsworth
Crime Prevention Coordinator
Indiana State Police
100 North Senate Avenue
Indianapolis, Indiana 46204

Dear Sgt. Hollingsworth:

Congratulations to you, the Indiana State Police and Governor Otis Bowen for this new program of crime prevention.

It has been our privilege to work with you in the early stages of this program. We wish you the best of success, and offer our encouragement to the private sector of this state to support this effort to reduce crime.

For several decades the Indiana State Chamber of Commerce has been working to help make Indiana a great state in which to work, live and do business. The reduction of crime certainly is compatible with our mission.

Cordially yours,

JVB:lc

The United Voice for Business

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cooperative EXTENSION SERVICE • STATE OF INDIANA

PURDUE UNIVERSITY
and the
U. S. DEPARTMENT of
AGRICULTURE cooperating
West Lafayette, Indiana 47907

Office of the Director • Agricultural Administration Building • (317) 749-2413

February 21, 1977

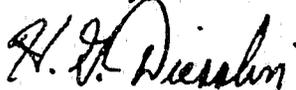
Honorable Otis R. Bowen
Governor of the State of Indiana
State Capitol
Indianapolis, IN 46204

Dear Governor Bowen:

The Indiana State Cooperative Extension Service and Purdue University welcome this opportunity to support the Indiana Crime Prevention Program. Crime is a social and economic problem which affects all the citizens of Indiana, and we have been working with citizens of several communities on this problem through research and education in our Community Development Program.

We urge the people of Indiana to follow the valuable information and advice to be disseminated by the Indiana State Police and the many participating local law enforcement agencies throughout Indiana. Crime is much more than a "police problem". It touches us, our friends, our neighbors, and our loved ones. We commend the Indiana State Police for the fine effort to make this state a great place to live.

Sincerely,



Dr. H.G. Diesslin
Director
Cooperative Extension Service

/cs



The Associated General Contractors of Indiana, Inc.

151 West Market Street, Suite 602, Phone [317] 639-4194, Indianapolis, Indiana 46204

February 21, 1977

Bob F. Jasse
President
Indiana Construction Co. Inc.
Fort Wayne

W. M. (Bill) Bane
First Vice President
Baysone Construction, Inc.
Muncie

Delbert E. Willsey
Second Vice President
Delbert E. Willsey Const. Co., Inc.
Indianapolis

William D. Shuck
Treasurer
Tousley-Bixler Const. Co., Inc.
Indianapolis

Richard B. DeMars
National Director
Geupel DeMars, Inc.
Indianapolis

Thomas C. Larson
National Director
Larson-Danielson Const. Co., Inc.
LaPorte

Willis Repp
National Director
Repp & Mundi, Inc.
Columbus

Paul W. Schaele
National Director
Geupel DeMars, Inc.
Indianapolis

Wayne L. Campbell
Executive Vice President
William D. (Bill) Mott
Executive Assistant

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Solitt Const. Co., Inc.
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Wolf Construction Co., Inc.
Logansport

Mr. John P. Shettle
Superintendent
Indiana State Police
State House
Indianapolis, Indiana 46204

Dear Mr. Shettle:

The Associated General Contractors of Indiana, Inc., the Construction Industry Advancement Program of Indiana and the construction industry promotional funds listed below, representing all counties in Indiana, are most interested in the Crime Prevention Program. We are extremely pleased that you have received the federal grant to continue your crime prevention efforts in Indiana. We pledge our support to you and your department in this endeavor.

Associated General Contractors
of Indiana, Inc.
Construction Industry Advancement
Program of Indiana

Central Indiana Construction
Advancement Foundation
Construction Advancement Foundation
of Northwest Indiana
Construction Advancement Program
of Indianapolis and Central Indiana
Lower Ohio Valley Construction
Industry Fund
Michiana Area Construction Industry
Advancement Fund
Northeastern Indiana Construction
Advancement Foundation

Sincerely,


William D. (Bill) Mott
Executive Assistant

WDM:jaw



130 EAST WASHINGTON STREET
INDIANAPOLIS, INDIANA 46204

February 18, 1977

The Honorable Otis R. Bowen
Governor of the State of Indiana
State Capitol
Indianapolis, Indiana 46204

My dear Governor:

The Indiana Farm Bureau and the Farm Bureau Insurance Companies have a long history of encouraging and promoting safety and crime prevention programs. With this history, may we offer our congratulations to you and the entire staff involved in the organization and implementation of the Indiana Crime Prevention Program.

The drawing together of approximately 215 participating law enforcement agencies into a common program is certainly indicative of the need for such an effort and shows enthusiastic support for the concepts embodied in this program.

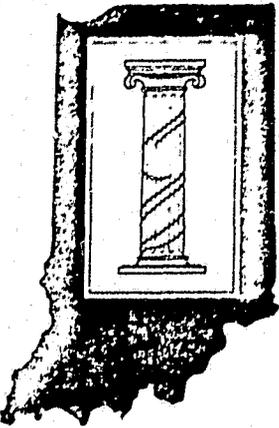
May we pledge our continued help and wish all the participating agencies success.

Sincerely,

Ray Fuson, Vice President
Public Relations
Farm Bureau Insurance

Donald E. Henderson
Director of Organization
Indiana Farm Bureau, Inc.

RF/DEH:rs



THE
INSURANCE INSTITUTE of INDIANA, INC.

701 BOARD OF TRADE BUILDING • INDIANAPOLIS, INDIANA 46204 • (317) 635-2328

February 18, 1977

Mr. John T. Shettle
Superintendent
Indiana State Police
State Office Building
Indianapolis, Indiana 46204

Dear Superintendent Shettle:

Our interest in crime prevention keeps us concerned with the Police Department and all of your efforts and achievements in this area. We're extremely pleased that you have received the Federal grant to continue your crime prevention efforts, and we once again pledge our entire support to you and your department.

Very sincerely,

Frank C. Cornelius
Executive Assistant

FCC/kb

KIWANIS INTERNATIONAL
Indiana District



February 15, 1977

Sergeant Ken Hollingsworth
Crime Prevention Coordinator
Indiana State Police
Room #705
State Office Building
Indianapolis, Indiana 46204

Dear Sgt. Hollingsworth:

The Indiana District of Kiwanis International extends its cooperation and support to the Indiana Crime Prevention Program. Basically your Indiana Crime Prevention Program and our Safe-guard Against Crime Program parallel each other very closely in that each program recognizes the need and necessity of concerning citizens in every community. The community must be made aware of the crime problems at the local level. If we can involve the community we shall win the fight against crime.

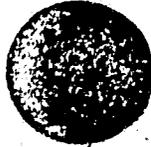
Again we reiterate to you the support and cooperation of Kiwanis clubs throughout the state and again ask for your continued support.

Yours in service,

A handwritten signature in cursive script, appearing to read 'Velbert Thompson, Jr.'.

Velbert Thompson, Jr.
Co-Chairman
Indiana Major Emphasis

cc: District Governor
District Secretary-Treasurer



STATE AFL-CIO

Officers:

WILLIS N. ZAGROVICH, *President*

MAX F. WRIGHT, *Secretary-Treasurer*

1000 NORTH MADISON AVENUE
POST OFFICE BOX No. 385
GREENWOOD, INDIANA 46142
TELEPHONE 317/881-6773

February 21, 1977

Sgt. Kenneth L. Hollingsworth
Indiana State Police
State Office Building
Indianapolis, Indiana
46204

Dear Sgt. Hollingsworth:

The Indiana State AFL-CIO heartily endorses the
Indiana State Police Crime Prevention Program.

The State AFL-CIO will assist in implementing
this program in every area.

Sincerely,

WILLIS N. ZAGROVICH
PRESIDENT

RICHARD A. PLUMB
VICE-PRESIDENT AND
CHAIRMAN, COMMUNITY SERVICES

WNZ/RAP
opeiu #1
afl-cio

ENCLOSURES - 3

VICE-PRESIDENTS

HARRY DOUGHERTY, U.S.W.A.
HENRY J. LOPEZ, U.S.W.A.
BOBBY DEMBY, U.S.W.A.
WILLIAM S. WRIGHT, I.U.E.
WESLEY TAYLOR, I.B.E.W.
ROBERT BROWN, I.A.M.

ROBERT THORNBERRY, A.F.T.
JOSEPH BOLT, A.F.S.C.M.E.
GEORGE TICHAC, CARPENTERS
K. O. HANES, O.C.A.W.
LAVONNE HYATT, U.R.W.

LYLE DAUGHERTY, A.I.W.
ROBERT HATFIELD, MEATCUTTERS
E. KENNETH SHARP, C.W.A.
CHARLES MORRIS, LABORERS
ROBERT DEMPS, FIREFIGHTERS

EDWARD M. OWEN, G.B.B.A.
DOMENIC ALA, A.C.W.A.
JAMES L. TAYLOR, UNITED ASS'N.
JOSEPH BRADLEY, BOILERMAKERS
RUFUS BROOKS, LAUNDRY
RICHARD A. PLUMB, BARBERS



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RESOLUTION

"Crime Prevention Counsellors Project"

WHEREAS: The AFL-CIO Department of Community Services and the National Council on Crime and Delinquency will conduct a program to reduce crime in ten (10) states, and

WHEREAS: One such state, Indiana, under the auspices of the Indiana State AFL-CIO, has been chosen to participate, and

WHEREAS: The goal of said project is to conduct training programs with the Central Labor Councils throughout the state for the purpose of training union members on how to become and function as Crime Prevention Counsellors, and

WHEREAS: These individuals will be used by their local unions, the Central Labor Council, and their respective communities to assist in every way possible in a concentrated effort to reduce crime, therefore, be it

RESOLVED: That the Indiana State AFL-CIO, in convention, support this project and urge that every Central Labor Council and Community Services Representative throughout the state of Indiana give their support to the Labor Participation Department of the National Council on Crime and Delinquency in its effort to successfully complete this project in the state of Indiana.

ADOPTED: 10th Constitutional Convention
Indiana State AFL-CIO
June 9 - 11, 1976

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STATEMENT BY LEO PERLIS

DIRECTOR

AFL-CIO COMMUNITY SERVICES DEPARTMENT

Crime in our country is increasing--and nobody seems to have all the answers. Some take a hard line and others take a soft line. We take the just line. The just line is that citizens have a right to the security of their persons and property--and that it is the responsibility of government to provide it. The just line is that offenders must not only be punished but given a second chance. Whether or not they get that second chance depends on how they are punished. This is especially true of our young. We can either make them into hardened criminals or we can recover them as useful citizens. The choice is ours. The right choice, of course, is not always a prison sentence or reformatory--but psychological counselling, physical treatment and vocational training. The right choice, of course, is to eliminate poverty and racism. The right choice, always, is to try to save them. This is the choice of AFL-CIO Community Services--working together with the National Council on Crime and Delinquency.

STATEMENT BY GEORGE MEANY

PRESIDENT, AFL-CIO

Crime touches every American. Whenever one American is mugged, robbed or murdered, we are all assaulted and diminished both spiritually and economically.

Labor's concern, however, is not only with the innocent victim of crime but also with the criminal himself and with society. Punishment is not enough. Rehabilitation is not enough. We must strive for prevention.

The AFL-CIO, through its community service activities, is helping union members better understand, support and improve our criminal and juvenile justice systems. We all have an important role to play in preventing crime, particularly by helping our young people.

NORMAN P. REEVES
President

HOOK DRUGS, INC.

2800 ENTERPRISE STREET • P. O. BOX 26285 • INDIANAPOLIS, INDIANA 46226

February 21, 1977

The Honorable Otis R. Bowen, M.D.
Governor of Indiana
State Capitol
Indianapolis, Indiana

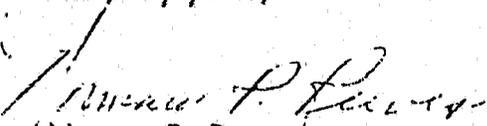
Dear Governor Bowen:

In recognition of the potential significance to the recently innovated state wide anti-crime program, may I hereby assure you of the full support of Hook Drugs, Inc. We offer our assistance in any area where needed.

The scope and effectiveness of this plan could be unlimited and because of the unique distribution of our 224 stores located in 110 Indiana communities, we could offer valuable help in the dissemination of information and involvement of our personnel.

The cooperation of so many citizens' organizations, official agencies, business and labor in this comprehensive effort is extremely important and we heartily endorse the plan as it has been proposed. In past years, Hook's has been deeply involved in supportive programs and assistance to law enforcement agencies, which are outlined on the enclosure. We stand willing as responsible corporate citizens and look forward with enthusiasm to our involvement should you deem our participation desirable.

Sincerely yours,


Norman P. Reeves,
President

NPR/ts

SOME PAST HOOK'S INVOLVEMENT IN LAW ENFORCEMENT

DRUG ABUSE EDUCATION

1. Financial sponsorship of training film produced by the Indiana State Police.
2. Sponsorship of three separate day long seminars on drug law enforcement attended by a total of over 650 from city, county and state police agencies representing all Hook's store communities.
3. Production and donation to those agencies of over 1,000 drug identification boards to which over 150 commonly abused capsules and tablets were actually "bubble" mounted and identified.
4. Production and donation of 1,000 similar identification boards utilizing photographs of all drugs to all public and private schools in the state.
5. Donated 20 Beckton-Dickinson chemical drug identification kits to the Indianapolis and area police departments.
6. Printed and donated 15,000 drug abuse information booklets to the Indianapolis Police Department.
7. Conducted over 100 seminars to high school students on the subject of drug abuse at the opening of all new drug stores throughout the state.

OTHER

1. Financially sponsored and coordinated statewide anti-shoplifting campaign with Indiana Retail Council.
2. Produced one half-hour documentary film for television on subject of juvenile delinquency entitled "Who's to Blame?". Film has been shown through Hook's film library ever since.
3. Traditional and unswerving cooperation with all police agencies in prosecuting persons suspected of crimes perpetrated against Hook's. Countless hours of witness time by employees has been paid by Hook's.

END