

Catholic Mutual Canada. . . "CARES"

GENERAL SECURITY RECOMMENDATIONS

1. Install a one-inch single cylinder dead bolt lock which has a thumb turn on the inside and key actuation from the outside on all exterior doors. A double cylinder deadbolt lock which has key actuation on both the inside and outside on any exit door is not permitted for use in accordance with the Ontario Fire Code. An exit door is a door that either leads directly from the building to the exterior or a door that leads from a floor area into an exit stairway.
2. All exterior doors should be of solid construction, a minimum of 1 $\frac{3}{4}$ " thick.
3. All exterior doors with exposed hinge pins should have non-removable or welded pins.
4. All exterior doors with glass panels should use a double cylinder dead bolt lock, same specifications as #1. (When locking from the inside, always have a key readily available if emergency exit is required.)
5. Glass may be replaced with burglar-resistant glazing such as poly-carbonite glazing.
6. All solid exterior doors should be equipped with a wide angle viewer to allow the occupant of the resident to view any visitor without opening the door.
7. Door frames should be reinforced by adding shims between the door frame and studs where necessary.
8. Reinforced strike plates and strike boxes must be used with any good dead bolt lock. Use screws of sufficient length to reach into the studding.
9. Sliding glass doors should be equipped with an auxiliary deadlocking device. Doors which slide on the inside track may be secured with a "charlie bar" or broom handle laid in the track. Two large screws placed in the upper track will prevent the door from being lifted out when in the closed position.

10. Double hung windows may be secured by drilling a hole on a downward slant through the upper corners of the inside sash and partway into the outer sash. Nails or metal pins placed in these holes will prevent forcing the window. (If this is done, make sure everyone is aware of how an emergency exit may be achieved.)
11. Sliding windows may be secured much the same as sliding doors. A dowel or broom handle in the track, and two large screws in the upper track and two large screws in the lower track will prevent lifting the window out when in the closed position. Auxiliary locking devices may also be used.
12. Garage doors may be secured by placing a case-hardened padlock on the roller tracks to prevent the garage door from being opened from the outside. Doors with panels less than 1/2" thick should be replaced or reinforced.
13. Basement windows could be secured with strong ornamental grills or screens. (These should not be used if the area is used as a bedroom.)
14. Lighting: Care should be given to provide adequate lighting to the exterior of the residence, particularly in areas offering concealment. The address should be illuminated during hours of darkness making it viewable from the street.
15. All personal property should be engraved with an identifiable marking or your name and address. All serial numbers of this property should be recorded. Warning labels should also be posted in conspicuous places stating that you participate in "Operation Identification".
16. Landscaping: Avoid the placement of any shrubbery, other foliage, or decorative items that may offer concealment to a potential burglar. All existing plants and shrubbery should be trimmed to expose doors and windows.
17. Keys should not be left under a doormat, in the mailbox, hanging from a nail outside, or anyplace else a burglar could easily find it. (Don't give your house keys to a parking attendant, to a casual acquaintance, or leave them in your coat pocket if you check your coat or leave it hanging in a public place.)
18. Don't leave ladders or tools outside the house where a thief can get to them and use them for break-in purposes.
19. Don't let your home look unoccupied or advertise your absence.

20. Be wary of strange phone calls aimed at finding out when you won't be home.
21. Don't let a stranger inside your home unless he can show proper identification indicating he has a legitimate reason to be there.
22. Before employing household help, check the person's references to make sure they are not sizing up your house and your schedule for a potential break-in.
23. Know how to deal with a burglar if you meet him face-to-face.
24. If you become a burglary victim in spite of your best efforts, get help from the nearest law enforcement agency immediately and then notify your Catholic Mutual Canada immediately.