

BUSINESS ALERT NEWSLETTER



PINOLE POLICE DEPARTMENT



Vol. 1 – 2011

HELPING TO KEEP YOU INFORMED

June 2011

BUSINESS ALERT NEWSLETTER

*Is a publication of the
Crime Prevention Office
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NATIONAL NIGHT OUT

You are invited to participate in the 28th annual **NATIONAL NIGHT OUT** community event on Tuesday, August 2, 2011.

National Night Out is designed to: (1) Heighten crime and drug prevention awareness; (2) Generate support for, and participation in, local anticrime programs; (3) Strengthen neighborhood spirit and police-community partnerships; and (4) Send a message to criminals letting them know that neighborhoods are organized and fighting back.

Organized neighborhood groups will be asked to turn on outside lights between 7 to 9 P.M., lock their doors, and spend the evening outside with neighbors and police. Participating neighborhoods will also be asked to host a variety of special events such as block parties, cookouts, parades, visits from police, flashlight walks, contests and youth activities. Businesses may also be involved by having a crime prevention event at their business.

What is National Night Out?

National Night Out is a crime and drug prevention event sponsored by the National Association of Town Watch and co-sponsored locally by Pinole Police. It will involve over 95,000 communities from all 50 states, U.S. Territories, Canadian cities and military bases around the world. In all, over 32 million people are expected to participate in “America’s Night Out Against Crime and Drugs”.

EMERGENCY RESPONSE INFORMATION

WHAT IS AN EMERGENCY?

A community-wide emergency is any event that presents an immediate threat to you, your neighbors, and your surroundings. This could involve a natural or industrial hazard, or a national security concern. The public safety officials in your community, in partnership with local industry and federal agencies, are prepared to assist you should a community-wide emergency occur.

HOW YOU WILL BE NOTIFIED IN AN EMERGENCY

If you are in an affected area, you will be notified by radio, fire or police services. You may be instructed to Shelter – Shut – Listen, or to evacuate your area. Be prepared to be without police, fire or medical services for the first seventy-two hours of a major disaster. You should **plan** to have the necessities of life such as **water**, **food** and **shelter** during the first **72 hours**.

IF EVACUATION IS NECESSARY

Listen carefully to KCBS Radio (**740 – AM**) or your local television station to be certain you are in an evacuation area.

IMPORTANT STEPS FOR EVACUATION

- Leave your area within the instructed time.
- Keep telephone lines free for emergency use only.
- Turn off all stoves and space heaters.
- If you must evacuate take your pets with you.
- Take vital documents and emergency supplies (including prescription medications) with you.
- Safely drive the route provided to you by public safety officials.
- Keep automobile windows and vents closed until you reach your destination.
- If you need transportation assistance contact a neighbor or call 911.

BUSINESS ALERT PROGRAM

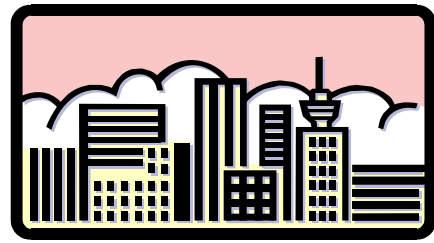
Business Alert is a program designed for businesses in the City of Pinole. It has long been known to police agencies that criminals will repeatedly victimize the same type of business over and over again. The criminal's target may be your company checks, computer equipment, or to enter your business to commit fraud or shoplifting.

Members of the Pinole Police Department Crime Prevention Unit work closely with the business community in addressing crime trends and planning methods to prevent crime.

The unit members can provide speakers on a variety of topics including:

- **Check/credit Card Fraud**
- **Office or Business Security**
- **Personal Safety**
- **Security Surveys**
- **Shoplifting Prevention**
- **Auto Burglary Prevention**
- **Vehicle Theft Prevention**

To schedule a speaker contact Al Chavarria at (510) 724-8961.



HOW TO SURVIVE SCAMS, SCHEMES AND TECHNO – FRAUDS!

FALSE INVOICES: No doubt, your company has invoices arriving weekly. While most are on the up-and-up, pay close attention to phony invoices sent directly to your accounting department. These bills may be for nonexistent services such as advertising, directory listings, office supplies, or printer toner. Establish clear cut rules for handling invoices and post a list of your regular suppliers. Include the business name, address, and phone number. Read the fine print!

SHIFTY SERVICE REPRESENTATIVE/SERVICE CONTRACT SCAM: When it's time to have your office machines maintained or repaired, beware, "*Office Intruders*" prey on this fact to gain entry into your office by disguising themselves as repair or service representatives. Once in your office, your machine may be switched for an inferior model, or may even be stolen! Get to know your repair person and your office machine maintenance schedule. Review service contracts and invoices to ensure that service has not been changed without your authorization.

VOICE MAIL SYSTEM: You can check your voice mail while away from the office by using the remote access feature. This easy access also opens the door for "techno-trespassers" to place unauthorized calls from you voice mail system. To protect your business, delete the out-dial and through-dial capabilities on your voice mail system. Remove all mailboxes not in use.

TELEPHONE SERVICE TECHNICIAN SCAM: The caller claims to be a telephone service technician who needs your help: "Just push '9' then '0' followed by the pound sign '#' and then hang up." This action will give access to an outside line that will be used to make long distance calls from you PBX. Take note, no telephone service technician would ever ask for this kind of assistance.