To: Boston University Medical Campus and Boston Medical Center Community

From: Connie Packard, Director of Public Safety, Control Center and Parking Services

Subject: Crime Prevention

Date: 09/27/10

Personal safety and security are the shared responsibility of everyone at BU Medical Campus and Boston Medical Center. The days soon will become shorter with the onset of daylight-savings time, and with recent public safety updates from the Boston Police Department regarding the South End, we find it necessary to alert you. As always, the Public Safety Department urges you to take precautions to protect your personal and Medical Center property.

There has been a recent increase in robberies in the South End during the past few months, as compared to the same timeframe in 2009. More detailed information is available at http://www.bpdnews.com/.

The following safety tips can help keep you safe and secure.

**In the South End Neighborhood:**
- Be aware of people distracting you so they can take your belongings. Asking what time it is or for directions is a usual method.
- Do not use cell phones, iPods or PDA’s when going to and from an outside location. Not only do these items appear valuable to a thief, but they may distract you from paying attention to your surroundings.
- When parking your vehicles, keep doors secured until you are ready to exit. There have been incidents where suspects have opened passenger’s doors and taken visible property from the front seat.
In the Workplace:

- Never compromise safety or security for the sake of convenience. An example would be to use our escort shuttle service on campus instead of walking alone.
- Wear your Boston University or Boston Medical Center Identification Badge at all times.
- **Always** lock your office or work area when you leave for any period of time.
- Never prop doors open.
- When entering “CARD ACCESS ONLY” areas, do not allow non-ID employees or visitors in behind you.
- If you are using a laptop computer, do not leave it unattended at any time.
- Keep your purse, wallet, keys and other valuables with you at all times or locked in a drawer or cabinet.
- Carry a minimal amount of cash and credit/ATM cards while at school or in the workplace.
- Do not carry passports, visas, or social security cards unless absolutely necessary.
- Immediately report suspicious activity to the BUMC Public Safety Department at 414-4444.

When Traveling:

- Remain in well-lit, well-traveled areas. Avoid shortcuts and remain alert.
- Do not use cell phones or iPods or other devices with earphones while walking to your destination—this includes walking to garages and waiting at bus stops. When wearing earphones, your hearing is diminished and you become a target for crime. Make yourself familiar with the location of the blue BUMC Public Safety Emergency Call boxes around the campus.
- Travel with a friend or in a group when possible. Utilize the shuttle services or request a public safety escort after hours by calling 414-4444 for on campus destinations.
- Have your car or building key in your hand before you reach the door of your car or destination. Do not spend time at your car door or at your destination searching for your keys.
- Always secure your vehicle. Never leave any valuables or contents in plain view. GPS navigation systems, laptop computers, iPods, electronics devices, bags and money left in vehicles are targeted by thieves. If you use a suction device to mount electronic equipment, remove the device and clean the ring left on the windshield or dashboard. Lock all property in the trunk prior to parking your vehicle or take it with you. If an item can’t be replaced, don’t leave it anywhere in your vehicle.

Please visit our website [www.bumc.bu.edu/publicsafety](http://www.bumc.bu.edu/publicsafety) for additional crime prevention information and brochures on personal protection, workplace safety and home security. For more information or assistance regarding Crime Prevention Programs, please contact Brian Raymond at 414-4442.