

# Preventing Injuries from Robberies and Assaults

## Basic Security Measures

### Make the Workplace Safer

- Post emergency telephone numbers.
- Post laws against assault, stalking, and violent acts.
- Have good lighting in the workplace.
- Have good lighting and security in parking lots and other areas where people go alone at night.
- Have more than one exit workers can reach in case of emergency.
- Schedule at least two people per shift, especially at night.
- Train workers on what to do in case of robbery, crime, or a potentially violent situation.
- Set up a reporting process for violent incidents and threats.
- Don't require servers to wear revealing or sexy uniforms.

### DID YOU KNOW?

Workplace violence is one of the leading causes of death on the job. Most violent acts in the workplace are committed by outsiders, not by workers.

### Follow Safe Work Practices

- Keep background noise down so people will be aware of any problem.
- Use the "buddy system" when walking to public transportation and parking areas.
- Make sure back doors are locked at night. Workers should still be able to exit easily.

## Handling Cash

### Make the Workplace Safer

- Leave a clear, unobstructed view of the cash register area from the street.
- Post signs that the cash register only contains a small amount of cash.
- Store larger amounts of cash in a drop safe.

### Follow Safe Work Practices

- Don't count cash in front of customers.
- Use the "buddy system" during cash drops.



## Security Systems

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### Make the Workplace Safer

- Have working locks and alarms kept in good condition.
- Have a way to communicate with the police or security personnel, like a “panic” button or silent alarm.
- Provide surveillance cameras and/or mirrors.