

**TERRORISM
PROTECTIONS
UNIT**



PERSONAL SECURITY GUIDANCE



NSW Police Force



YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY

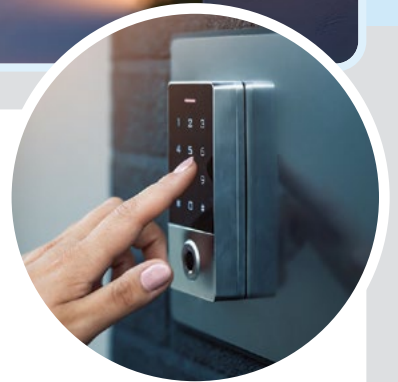
This document is designed to provide guidance on enhancing your personal, home, work, cyber, and travel security. By implementing basic security measures, you can better protect yourself, your family, and your assets. It is crucial to recognise that a predictable daily routine increases your vulnerability. Therefore, identifying and addressing potential vulnerabilities will assist in reducing risks.



HOME SECURITY

- Keep your front door locked.
- Lock windows and doors when not at home.
- Lock security screens and keep them locked when at home. Consider fitting one if not already installed.
- Maintain CCTV and ensure it can be monitored from within the home as well as remotely.
- If CCTV is not already installed, consider installing CCTV that covers the front and rear of your property.
- Consider installing a video intercom system to screen visitors.
- Close curtains at night.
- Don't leave a spare key outside.
- Maintain key control.
- Don't duplicate keys without permission.
- If a key is lost, consider changing the lock.
- Have your house key ready before reaching the door.
- Keep emergency numbers handy.
- Verify the identity of anyone before letting them into your home.
- Ensure clear and well-lit access between your house, car, and grounds.
- Trim bushes and trees to remove hiding spots.
- Install motion sensor lights at all entrances around your house, where your car is parked and outside your garage.
- Install solid core external doors with quality deadlocks.
- Display your house number prominently for emergency services.
- Lock side gates to restrict unauthorised access.
- Keep the area around your house tidy.
- Lock your garage and sheds.

- Park your vehicle inside a locked garage with an internal home access.
- If you can't park in a garage, park in your driveway or in a well-lit area on the street.
- Contact electricity company and request the installation of a lock on your electrical box to avoid unauthorised access.
- Check for signs of forced entry around the home and report them to the police.



HOME DELIVERIES

- Don't accept unknown packages.
- Check deliveries before accepting them.
- Stop regular deliveries when away.
- Lock your mailbox.

CHILDREN

- Be cautious about posting children details or photos to social media.
- Children should not answer the door.
- Encourage vigilance and report suspicious activity.
- Develop an emergency plan if required.



WALKING

- Be alert to your surroundings. Take detours away from loiterers and street groups.
- Avoid 'short cuts' through vacant lots, or deserted parks.
- If you are walking at night, walk on brightly lit, well used streets as much as possible.
- Be aware when using your mobile phone or headphones while walking as it limits awareness of your surroundings.
- If you must take a poorly lit route, walk near the kerb or well away from shrubbery, dark doorways, and other places of concealment.

VEHICLES

- Keep car doors locked and windows closed when driving.
- Watch for suspicious activity and avoid narrow, poorly lit streets.
- At night consider parking in well-lit areas when

away from home.

- Don't give rides to strangers.
- Look for potential threats before exiting your vehicle.

TRAVEL

- Vary travel methods, routes, and times if required.
- Inform someone of your travel plans.
- Travel with others when possible.
- Avoid publicly sharing intended travel plans when possible.
- Check the surroundings before leaving home.
- Report suspicious followers.
- If you use public transport, wait in well lit areas, near other people.



WORK SECURITY

- Conduct face to face meetings/media away from private residence and ensure it is at a safe location chosen by you.
- All staff to remain vigilant and aware of individuals attempting to follow them into secure areas (Tailgating).
- Staff should not provide your details to people they cannot verify. This includes providing details of your schedule / activity.
- Ensure staff members are conscious and

aware of posting photos that may identify your location and or private address without your knowledge/ approval.

- Report all suspicious activity or persons to your building / site security and / or police.



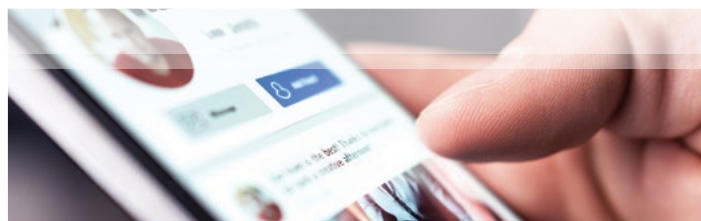
CYBER SECURITY

Cyber threats can come in many forms. Be suspicious of offers that seem too good to be true.

- Do not engage with harassing or offensive messages. Report them to Crime Stoppers.
- Be cautious online, especially with urgent requests for personal details or money.
- Avoid sharing personal or financial details with unknown sources.
- Don't record or share your passwords.
- Use strong passwords and activate automatic updates.
- Enable multi-factor authentication for banking and email accounts.
- Do not open links from unknown senders.
- Do not reply to SMS from unknown numbers.
- If you are a victim of cybercrime report it to police.

SOCIAL MEDIA

- Be mindful of what you share and adjust your privacy settings.
- Turn off geo tracking when uploading photos.
- Avoid posting photos that identify your car or home.
- Ask family and friends not to tag you on social media.
- Do not accept friend requests from unknown persons.
- Request family and friends not to share your upcoming plans or locations.



REPORTING

- **IN ANY EMERGENCY – Call Triple Zero 000**
- Report any suspicious incidents or behaviour to Crime Stoppers - **1800 333 000**
- National Security Hotline - **1800 123 400**
- Police Assistance Line - **131 444**
- **TTY 02 9211 3776** for hearing and speech impaired

For more information on Personal Security Guidance please contact NSWPF Shield on **NSWPFSHIELD@police.nsw.gov.au**

LOCAL POLICE STATION

Please fill in the details of your local police station in this section. It is your responsibility to ensure the information is accurate and complete.

- Police Station -
- Address -
- Contact Number -



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