

## Crime Prevention Through Environmental Design (CPTED)

### Business Security Assessment

Boxes marked “No” indicate areas to improve your business’ security. For additional assistance, visit <https://www.denvergov.org/content/denvergov/en/police-department/safety-prevention/business-crime-prevention.html>.

<b>Doors/Locks:</b>	<b>Yes</b>	<b>No</b>
Do all exterior doors have good quality locks?		
Do exterior doors and windows have alarm devices?		
Do you change locks every time a disgruntled employee is dismissed or quits?		
If you have an overhead garage door equipped with an automatic opener, does it use a “rolling code” to foil “code grabbers?”		
If your overhead door is not equipped with an automatic opener, does it have good quality padlocks installed on both sides of the door?		
Does your overhead garage door close within 10 seconds after a car clears the gate to discourage people from entering after a car?		
Does the door leading from your garage have good quality deadbolts installed?		
Do you use these deadbolts on a regular basis?		
If you have a sliding glass door, does the door(s) have at least one of the following? Track lock, insertion pin lock, hinged door bar, metal or wooden dowel in track.		
Does the business make use of alternate access control devices such as magnetic locks?		
Are interior doors locked when not in use?		
Do employees routinely check doors to make sure they are not propped open, latches taped, or in any other way have the lock defeated?		
<b>Windows:</b>		
Do you check to make sure all windows are locked before you leave your business?		
Do you have good quality locks on all exterior windows?		
Are all exterior windows in plain sight and not hidden by shrubbery or trees that provide easy cover for a burglar to hide while forcing open the window?		
If you have an alarm system installed, do all exterior windows have contacts?		
Are the windows consistently clean and clear of excessive signage?		
Is there an unobstructed view of the cash area from the street or the parking lot?		
<b>Smoke/Burglar Alarms:</b>		
Do you have at least one smoke alarm on every floor?		
Do you replace the batteries in each of your smoke alarms on a regular basis?		
Do you test each of your smoke alarms on a regular basis?		
Do you have a quality burglar alarm system with a reputable company?		
If you answered yes to the last question, has your alarm company been instructed to call the police before they call your designated contact person?		
Do you test your alarm system on a regular basis (monthly, quarterly, yearly)?		
Is there video surveillance equipment in use throughout the premises?		

<b>Lighting:</b>	<b>Yes</b>	<b>No</b>
Do you keep enough interior lights on after hours to discourage burglars?		
Do you have exterior floodlights or similar lighting illuminating all sides of your building, to include alleys and alcoves, at night?		
Does your parking lot have adequate lighting?		
Is there adequate lighting near all entrance and exit doors/areas?		
<b>Landscaping/Exterior/Fences/Gates:</b>		
Do you keep all gates on fences locked with a quality outdoor lock?		
Do you keep all outside business equipment secure in a fenced-in area?		
Have you trimmed all bushes and shrubs to provide visibility to all windows and to prevent people from hiding near doors and windows?		
Have tree branches been trimmed to prevent easy access to second floor windows?		
If there is a side building ladder? If so, can it be locked?		
If there is a fire escape, is access prevented by those on the street?		
Do you lock dumpsters to deter rummaging?		
Do employees 'spoil' food placed in dumpsters to deter rummaging?		
Is the area around dumpsters maintained (clean, free of trash or other debris)?		
If you encounter bio-waste or needles, are your employees properly trained and equipped to dispose of it? If not, do employees contact the BID for service; 720-237-3931		
Do you play music outside your business to discourage loitering and camping?		
Are areas around critical infrastructure (HVAC, Water, Gas, Electrical, etc.) secured by fencing or gates?		
Do you use outdoor speakers for ambient noise to discourage loitering and camping?		
Do you lock down wi-fi access after business hours?		
Do you de-energize outdoor outlets after business hours?		
<b>Employee Safety:</b>		
Do employees regularly check outside the business for illegal activity (trespass, sit & lie, unauthorized camping, drug activity, prostitution, etc.)?		
Do employees know when to call 911? Police Non-Emergency? 311?		
Do employees enforce no loitering or time limits for sitting in businesses or patio cafés?		
Does the employer regularly meet with staff to discuss risk assessments or concerns?		
Do you employ private security?		
Does private security know when to call 911? Police Non-Emergency? 311?		
Do you have 'No Trespassing' and/or 'No Parking' signs posted on/around your business?		
Has your business filed a 'No Trespass' agreement with the Denver Police Department?		
Are employees discouraged from providing free food, drinks, or money to panhandlers?		
Do employees provide information to shelters and services to those who may be in need?		
Does your business promote the City of Denver, Give a Better Way campaign (table tents, coasters, donor guides, employee engagement with patrons)?		
Is the business open 24 hours a day? If so, can it be closed and locked up if necessary (violent protest, active threat in the area, etc.)?		
Is there a secure area for employees to lock their personal belongings?		
Are low cash quantities maintained with use of a drop safe or similar system?		