

PEORIA POLICE DEPARTMENT

CRIME SHIELD PROGRAM

(Construction Site Certification Checklist)

Responsible Party Name: _____
Address of Property: _____
Inspected By: _____

Crime Shield 623-773-5000
Crime Shield Fax Line 623-825-6514

Criteria:

- Identify the company's point of contact, who will be available 24/7 to assist the Peoria Police Department in regards to criminal legal proceedings.
- Equipment/tools owned by the builder are checked in and out each business day by employees.
- Regularly scheduled inventory checks are conducted for equipment.
- Access to the construction site is restricted during non-work hours/days with authorization and/or verification done through a company representative.
- Access to the construction site should be restricted by fencing, with limited gate access. At a minimum, trailers and equipment should be fenced. The gate(s) will be locked after hours and on non-work days. Fencing will be inspected for damage on a regularly scheduled basis.
- NO TRESPASSING signs will be prominently displayed on the fencing and at all entry points.
- Policy on employee theft is thoroughly communicated to all employees.
- Employees are trained to recognize and report all criminal behavior. Options are identified for them to report anonymously.
- If portable alarm systems are installed, they are tested regularly and confirmed operational to ensure security of structures with valuable property inside (such as appliances or air conditioning units).
- Keys to access points, building/structures, and storage containers will be accounted for and restricted to limited personnel.

Recommended Criteria:

- All valuable property/equipment has been documented and photographed on the Crime Shield Property Inventory Record Form or similar electronic or inventory document. Web sites or applications such as knowyourstuff.org, whatyouown.org, suresafe-home inventory, home inventory lite, are acceptable examples.
- All assets on the construction site have been engraved or marked with an identifiable number and company logo. Large equipment should be marked in two prominent locations and one hidden location.
- Construction site offices and equipment areas should be well lit and alarmed.
- Employee parking is designated and monitored to help prevent theft of personal equipment.
- Employees and sub-contractors are encouraged to mark their equipment with numbers such as their driver's license.
- Video surveillance cameras monitor job site entry points.
- Security personnel monitor the construction site during non-work days/hours.
- GPS devices are placed on all large equipment, generators, and trailers to facilitate tracking these items if stolen.