

## Satellite Public Safety Orientation – Updated 7/18/2018

- Public Safety officers are University of Miami employees just like you – don't ever hesitate to contact them – they are here to help. Reporting thefts, threats, or other suspicious activity is extremely helpful to everyone. While the Public Safety Department is responsible for ensuring that the campuses remains as safe as possible, the primary responsibility for crime prevention and personal safety rests with each individual. Everyone is empowered to protect them self by avoiding unsafe situations, securing personal belongs as well as University property, reporting suspicious activity to Public Safety, and promoting safety and security each day. The Public Safety Department endeavors to provide everyone with the tools and education necessary to make the campuses as secure and safe as possible.
- Your Id badge has the telephone number for the Public Safety Communication Center in Miami (305) 243-6000 or (305) 243-SAFE
  - They will dispatch the on-site officer by radio to your location or assist in calling 911 if you are at an unattended site.
  - Your ID & access card is for your use only. Never loan your ID or access card or request to borrow someone else's.
- Panic Buttons
  - Know their location and what they look like
  - Push them as the last resort only – first attempt to step away from the situation and use a phone to call Public Safety and notify your supervisor.
  - If you see co-worker involved in a difficult situation, call Public Safety on their behalf.
- <http://publicsafety.med.miami.edu/emergencies-what-to-do>
  - In the right column review each link to the listed emergencies
- <http://publicsafety.med.miami.edu/services-programs/see-say>
- <http://publicsafety.med.miami.edu/services-programs/umiami-mobile-app>
- **Safety Tips - Theft** is the most prevalent crime confronting the University community. Most thefts can be prevented with a few simple actions:
  - Be certain that all doors are locked when rooms are not occupied. Even if you are going out for only a few minutes, lock your door. Do not give your key to anyone.
  - At night, personal and University property should be placed in a locked desk or cabinet. Money and stamps should be stored in a cash box and kept in a safe or locked cabinet.
  - Return keys when no longer needed.
  - Purses, wallets, phones and other small items should not be left unattended even for a minute. In the time it takes to make a copy, your property can be stolen.
- **Safety Tips – Walking**
  - You should always walk where there are lights.
  - Avoid walking alone whenever possible. Walk with others, especially at night, or ask security for an escort where available.
  - Carry your keys in your hand so you will have them ready when you arrive at your car, room, or home.
  - Be aware of your surroundings and of the people around you.
  - Do not wear excessive amounts of jewelry.
  - Carry your hand bag firmly under your arm. Since shoulder bags are the easiest for thieves to grab, consider a waist pack or clutch purse.
  - If it is only your valuables they want, throw your valuables in one direction and run in the other. Don't wait around for a second request...