



## **EDGEWATER POLICE DEPARTMENT CONSTRUCTION SITE CRIME PREVENTION**

Let us help you save time, save money and protect your profits.

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### **PRE-GROUND BREAKING**

- Before breaking ground or moving equipment onto a construction site, the construction manager or superintendent should schedule a pre-construction meeting with the Edgewater Police Department and the Wheat Ridge Fire Protection District. Provide the Police Department with the details of the construction project, type of construction, work schedule, the project's starting time, the projected date of completion and the names of key construction personnel with contact telephone numbers for working and non-working hours.

- Advise the Police and Fire Departments about such things as the delivery of critical material and unusual job site activities that could require special attention.
- Request the Police Department to conduct a crime prevention survey of the construction site.

### **CRIME PREVENTION COORDINATOR**

- Designate an employee as the crime prevention coordinator who should be someone with management level communication and multi-job site mobility who can serve as the direct liaison with the Edgewater Police Department.
- All construction site losses should be immediately reported to this designated individual.
- The number of construction sites supervised by the crime prevention coordinator should be limited to increase the sense of guardianship and ownership of the construction site(s).

### **ASSET AND PROPERTY IDENTIFICATION**

- All assets on the construction site should be identified (marked), inventoried (records), and tracked.
- Develop a company identification numbering system. This could be the company tax identification number. Corporate equipment should have some type of logo/advertising prominently displayed. Equipment may be spray painted a distinctive color for additional easy identification.
- Employees should be strongly encouraged or even required to have their personal property engraved with an identification number (usually a driver's license).
- Signs should be prominently displayed indicating that equipment and assets on the construction site have been marked for future identification.
- Advise the Edgewater Police Department how equipment and assets are or will be marked for identification.
- The following information should be readily available for all tools/equipment at the construction site: brand, model, serial number, owner applied identification, location of owner applied identification, other miscellaneous description and value.

## **INVENTORY CONTROL**

- Establish and follow a standard procedure for checking material on and off the construction site.
- One person should be assigned the responsibility of maintaining tight inventory control of all materials and tools delivered and only sign for each delivery after carefully checking the invoice for shortages.
- Critical material should not be stored on the construction site any longer than necessary. The delivery of high value material, e.g. doors, windows, appliances, copper pipe and plumbing or those in critical supply should be timed on an as-needed basis for delivery.
- Materials and equipment should be spot checked frequently.
- Empty cartons should not be allowed to accumulate as they may be used to carry supplies or material off the construction site. Trash removal should be supervised so tools and materials cannot be hidden in containers and then removed from the construction site.

## **KEY CONTROL**

- Keys should be issued to as few people as possible.
- The crime prevention coordinator or his/her representative should maintain a record of issued keys. Included in this record or log should be a listing of the type of key issued, to whom, on what date and for what purpose.
- Unissued keys should be secured and extra keys should be kept to a minimum.
- Keys should not be hidden on the construction site and key control numbers should be removed from padlocks.
- To prevent unauthorized duplication, keys can be “plugged” with a rivet through the bow as a means of preventing the alignment needed for machine duplication.

## **SITE SECURITY**

- Gates to the construction site should be kept to a minimum. Gates should be closed and locked at night and on weekends.

- Strange or unrecognized vehicles on the construction site should be challenged.
- Uniformed guards may be utilized during working hours to check vehicles entering and leaving the construction site
- Storage sheds or fenced areas should be provided on the construction site for the secure storage of tools and equipment left overnight or for extended periods of time. Heavy equipment or machinery may be placed in front of storage shed doors to enhance security. As an alternative, the doors of storage containers should face the perimeter of the construction site to allow police or witnesses to observe if a door is open or if someone has attempted to open the door.
- When vehicles are not in use, their cabs should be locked and ignition keys removed. The vehicular equipment may be disabled by removing batteries or spark plugs. Machines can be disabled with hidden ignition cutout switches
- Use metal shields on equipment windows to reduce vandalism. Oil and gas tank caps should be locked.
- Equipment can be parked in a line so that the most mobile or smallest equipment is in the middle, while the larger pieces of equipment are on the ends, or use a circle with the same concept.
- Drop all ground engaging equipment, e.g. blades and buckets, to the ground to make it more difficult to move the vehicular equipment.
- Construction equipment should be engraved or marked in at least two (2) obvious and one hidden location. Use a hardened steel punch or etching tool to mark the serial numbers on the equipment.
- Position equipment so that it becomes obvious if something is missing.
- GPS devices installed on construction equipment have proven successful in the recovery of the equipment.
- Since construction equipment may be commonly or universally keyed, re-key the equipment.

#### **INTERNAL THEFT**

- Gang boxes and supply sheds should be locked at all times.

- Maintain a good tool “check in and out” system to record data on individuals responsible for specific tools to instill a sense of accountability and reinforce the perception that company management is watching/controlling inventory and tools.
- Limit the hiring of subcontractors to promote trustworthy employees who are aware of a company’s policies and procedures. Screen and train workers and subcontractors to promote trustworthy employees and help them recognize and report criminal behavior.
- Enlist the support of employees in minimizing theft and vandalism. Explain to them the consequences and that insurance carried by the company either has a deductible for coverage or does not cover pilferage of tools and material on the construction site.
- Establish a “hotline” for reporting crime and vandalism. Disseminate the “hotline” to increase a potential offender’s perception of being apprehended by providing an anonymous way for coworkers to report criminal behavior.
- Encourage the use of the “hotline” through incentives including cash rewards.
- Adopt and enforce a “zero tolerance” position on crime which telegraphs to potential offenders that criminal behavior is not acceptable and will be fully prosecuted.
- Crime prevention signage that is professional in appearance should be displayed at the construction site to notice potential offenders that the company and the Edgewater Police Department are working together to monitor the construction site, enact crime prevention measures and aggressively investigate and prosecute criminal offenses.

## **LIGHTING**

- Among the points on the construction site that should be highlighted by lighting are the office trailer(s), equipment storage trailer(s), material storage yard and any equipment storage areas.
- These areas should be illuminated to a minimum consistent with applicable local regulations and should be visible from the most heavily traveled road bordering the construction site.
- The lighting should be directed toward the construction site to prevent police or possible witnesses from being blinded by outward shining lights

and avoid complaints about glaring light from adjacent homes or businesses.

- Lighting systems triggered by a motion detector or a passive infrared sensor are also recommended for the construction site. Such lighting gives the impression an intrusion has been detected and may also warn neighbors of potential intruders.
- Lighting on the construction site should be periodically checked to ensure it is appropriate and operative.

### **ALARMS, FENCES, AND SECURITY COMPANIES**

- Portable alarm systems are available that will detect motion, activate lights and sound alarms.
- With the exception of very isolated construction sites, it is recommended that alarms sound locally.
- Alarms can also activate telephone calls to the contractor or a private security service that can then notify the Edgewater Police Department through the Jefferson County Communications Center.
- Ideally, the entire construction site should be enclosed in sturdy fencing with the fence line clear of shrubbery, equipment or buildings to eliminate possible hiding places and make climbing the fence more difficult.
- If it is not practical to enclose the entire construction site, at a minimum the area around trailers and material storage should be enclosed.
- If possible, there should only be one or two accesses or gates through the construction site fencing. This makes access control easier.
- Chain link fencing consistent with applicable local regulations is recommended. Chain link fencing allows for surveillance by security patrols, police and by neighbors.
- Employees should either park their personal vehicles outside the construction fence or have a specifically designated parking area within the fence to minimize the theft of tools, material and equipment.
- Fencing should be inspected regularly to ensure its integrity and that offenders have not gained entry by digging under the fencing.
- "No Trespassing" signs should be prominently displayed on fencing or the perimeter of the construction site. Such signs discourage unauthorized

intrusion onto the construction site and if appropriately worded aid in the prosecution of apprehended trespassers. Contact the Edgewater Police Department for the appropriate wording on “No Trespassing” signs. “No Trespassing” signs and other warnings of danger can help protect the company from liability exposure for possible injuries to strangers or trespassers. “No Trespassing” and/or warning signs need to be easy to read and large enough to be seen from a distance.

- It may be advisable to employ the services of a credible, bonded and insured security company either to maintain guard staff on-site or to make periodic patrols of the construction site. The Edgewater Police Department may be committed to emergencies or other high priority calls for service and unable to make regular checks of the construction site.
- An advantage of using a contract private security service is that they can be given access to patrol inside the job site as well as the perimeter. They can also be given the responsibility for checking lighting and alarm systems on the construction site as well as the integrity of fencing.
- Guard dogs are usually not recommended on the construction site. The guard dog may not be able to differentiate between authorized or unauthorized persons.

If you have any questions regarding construction site security, contact the Edgewater Police Department at 303/235-0500. By working together, we can assist each other with minimizing, or even eliminating, costly thefts and losses of valuable property from your construction site.