

Robbery Lecture Notes

Before you are robbed.

When you start a new job or if you have not done this before check out your work area.

- 1. Know your area.**
- 2. Know where all the exits are to your building.**
- 3. Know where the door height tape is located. If you are retail and you don't have a door height tape, you might want to suggest it to your employer.**
- 4. When you go to work, look for things that might be out of place.**
- 5. Does your work have a money dye pack?**
- 6. Are you required to give the robber the dye pack?**
- 7. Do you have a direct button, panic button? Does it work? How often is it tested?**
- 8. Does your work have a security camera system? Do you have access to it? Is it locked up? Who has access to it?**
- 9. Speak with fellow seasoned employees about what is routine. Know who the regular customers are and who is not.**
- 10. Learn which way in North, South, East and West in relationship to your work.**

Getting Robbed.

- 1. If someone is robbing you, BE CALM!**
- 2. Corporate with the robber, DO WHAT THEY WANT YOU TO DO!**
- 3. Look at them closely without being obvious.**
- 4. Note which way they left, including the exit door.**
- 5. Note the vehicle, color, type, (SUV, sedan, compact, sub compact, etc.)**
- 6. DO NOT FOLLOW THE ROBBERS. You do not need to be a hero.**

After the Robber(s) have left

- 1. Do not touch the cash register, cash drawer, counter or anything the robber might have touched.**
- 2. Stay calm and don't speak to anyone about the event, not even your fellow worker or customers until the police have interviewed you. The police are looking for independent statements, not group statements.**
- 3. After you have called 911 and done as the police have instructed, call the owner or store manager.**
- 4. Everybody that is in the business should sit in different areas and not speak to each other concerning the details of the robbery. You could start to make notes as to the detail of the robbery.**

5. Stay away from the area the robbers were physically at. Especially don't touch anything the robbers touched.
6. Lock the doors only after the robbers have left the premises.
7. If your business is robbed, it is not business as usual. The people that were in the business stay in the business and the people that were outside the business stay outside the business until the police arrive.
8. If you hit the silent alarm or called 911? Usually two police units will respond. They will not approach the business until they have made contact on the telephone. They will ask if the robbers are still in the building. If the robbers have left, they will ask an employee, usually the manager in charge to exit the building. They will talk to the manager. The police will want to know which direction the robber went when they left. They will want to know who is in the business, employees, and customers. Once they have this information they will enter the store. It may seem like forever for the police to get into the building, but they are calling the information to other units at will be looking for the robbers. Plus, they want to know if it is safe to enter the building.
9. The police will do up to three interviews with each witness. The initial interview will be used to get initial information they can put out over the radio like the suspects descriptions. The second interview will be very detailed. This can take up to a half hour per person. There could be a third interview at the station the next day or so, in case you remember more details.
10. You should immediately fill out the initial workman's compensation insurance form even though you might not complete the claim.

Memory Clues:

She simply could not have had any really good early warning about him.

She is to remind you of the sex of the suspect.

Simply is to remind you of scars, marks and deformities.

Could is to remind you of carrying anything.

Not is to remind you of the suspects nose.

Have is to remind you of the height of the suspect.

Had is to remind you of the hair of the suspect.

Any is to remind you of the age of the suspect.

Really is to remind you of the race of the suspect.

Good is to remind you of the gun or other weapon the suspect had?

Early is to remind you of the suspect's eyes.

Warning is to remind you of the suspect's weight.

About is to remind you to remember if there is anything that was unusual.

Him is to remind you about any head covering the suspect might have worn.