

PERSONAL SAFETY AND SECURITY TIPS

San Diego Police Department
Neighborhood Policing Resource Team

This paper contains tips on personal security when you are at home and away from home in various situations. They are simple, common sense suggestions that will help keep you from being an easy target for a criminal. Also included are things to do if you are threatened or are a victim of stalking or domestic violence.

Additional tips on home security, vehicle security, vacation safety and security, senior safety and security, preventing crimes against businesses, preventing fraud and identity theft, reporting crime and suspicious activities, reporting suspicious activities for terrorism prevention, reporting disorder and other problems, obtaining crime information, dealing with homeless people, and starting a Neighborhood Watch program are available in the Crime Prevention and Education section of the SDPD website at www.sandiego.gov/police.

AT HOME

The following situations are considered: inside a home, answering the door, answering the phone and talking to strangers, and returning home.

Inside a Home, Apartment, or Condo

- Keep all doors and windows locked, even if you are at home or are just going out “for a minute.”
- Install dead-bolt locks on all doors.
- Don’t give maids, babysitters, or others working in your home access to your home keys or alarm codes.
- Re-key or change all locks when moving into a new home.
- List only your last name and initials on your mailbox or in a phone directory.
- Don’t give your name, phone number, or whereabouts on your answering machine message. Never say you aren’t home. Just ask the caller to leave a message.
- Consider installing a home alarm system that provides monitoring for burglary, fire, and medical emergencies.
- Leave outside lights on after dark or have outside lights controlled by a motion detector. Keep porches and all entrances well lighted. Check bulbs regularly.
- Keep drapes or blinds closed at night but leave some lights on.
- Leave drapes or blinds partially open during the day.
- Never dress in front of windows. Always close the drapes or blinds.
- Know your neighbors and keep their phone numbers handy.
- Have a friend or neighbor check on you daily if you are home alone.
- Try never to be alone in the laundry room or any other common area in an apartment building.
- Have government and other regular checks deposited directly in your bank.
- Call the SDPD CRO (Community Relations Officer) in your neighborhood to arrange for a free home security survey. And ask about starting or joining a Neighborhood Watch program in your area. SDPD division addresses and phone numbers are listed at the end of this paper along with the address and phone number of the SDPD storefront or satellite office in your area and contact person there.
- Call **911** if you hear or see something suspicious. Examples of suspicious activities are listed on the page entitled *Reporting and Providing Information about Crimes and Suspicious Activities* in the Crime Prevention and Education section of the SDPD website at www.sandiego.gov/police. Don’t take direct action yourself. An officer will be dispatched to your address even if you cannot speak or hang up.
- Plan an escape route from each room in your home to use in a fire, earthquake, break-in, or other emergency situation.
- Designate a safe room in your home that your family can retreat to and escape potential violence by home invasion robbers. Develop a home security plan for this contingency and make sure all family members know what to do.
- Arm your security system even when you are at home. And have panic alarm buttons installed around your

home so they can be used in the event of a home invasion.

- Make sure your street address number is clearly visible from the street and is well lighted at night so the police and other emergency personnel can locate your home easily. Numbers should be at least 4 inches high must be used on individual dwellings and duplexes, and 12 inches high on multiple-unit residential buildings.
- Make sure your unit number (in a multifamily housing development) is clearly visible from paths in the development. A directory or map that shows paths and unit locations should be placed at the main entrance of the development.
- Call your local SDPD Area Station to request YANA (You Are Not Alone) visits to elderly persons or other shut-ins who should be checked on periodically.

Answering the Door

- Don't open your door at the sound of a knock or bell. Know who's at your door before opening it. Install a wide-angle peephole in your front door so you can look out without being seen yourself.
- Don't rely on chain locks for security. They're only good for privacy.
- Don't open the door to a delivery or service person unless you are expecting a package or a call. Ask for the person's name and the name and phone number of the company. Call it to confirm the visit. Keep the door closed and locked in the meantime.
- Check photo registration card before dealing with any solicitors, peddlers, interviewers, etc. These persons are required to obtain a card from the SDPD and display it on the front of their clothing. They are allowed to solicit only between 9:00 a.m. and 8:00 p.m. except by appointment. Call their agency to verify their identity.
- Call the SDPD if a solicitor does not have a registration card. Use the non-emergency numbers, **(619) 531-2000** or **(858) 484-3154**. And provide the dispatcher with a good description of the person.
- Post a NO SOLICITING sign if you don't want any solicitor to ring your door bell, knock on your door, or make any other sound to attract your attention.
- Ask for photo identification before letting in anyone you don't know. Check out the identification with the company or agency if you are suspicious.
- Never let a stranger enter your home to use the telephone. Offer to make the call yourself in an emergency.
- Consider getting a dog that will bark when someone is at the door.
- Call **911** if the person at the door is aggressive in knocking or ringing the doorbell, or is otherwise threatening.
- If you don't want to answer the door and don't want the person there to think that no one is home, say something like "We can't come to the door now," or "We don't open the door to strangers."

Answering the Phone and Talking to Strangers

- Never give your name or number to a person making a wrong-number phone call or to anyone you don't know.
- Hang up if you receive a threatening or harassing phone call. Call the SDPD if these calls are repeated. Use the non-emergency numbers, **(619) 531-2000** or **(858) 484-3154**.
- Don't indicate you are home alone to anyone you don't know.
- Be suspicious of all solicitors, especially if the caller says you have won a prize but asks you to send money first, says you have to act right away, fails to identify the sponsor, uses a variation of an official or nationally-recognized name, e.g., Salvation League instead of Salvation Army, offers to have someone pick up a cash payment from your home, says he or she is a law enforcement officer who will help you for a fee, requires you to attend a sales meeting, directs you to dial a pay-per-call 900 number, delays the delivery of a product or prize, etc.
- Sign up for the National Do Not Call Registry. Call **(888) 382-1222** from the phones you want to register. If you have an e-mail address you can register online at **www.donotcall.gov**. Telemarketers check the registry every 31 days so it may take that long before your numbers are removed from their call lists. This should stop all but exempt calls from nonprofit groups, charities, political organizations, survey companies, and companies you have dealt with recently or signed a contract with that includes permission to call you. If telemarketers ignore the fact that your numbers are on the registry you can report them at the above number or website and sue them for violating your rights. For this you'll need to keep a record of their names and the dates of the calls. If you receive non-exempt recorded telemarketing solicitations known as robocalls, now banned by the

Federal Trade Commission (FTC), you can file a complaint with the commission online at www.ftc.gov or by phone at **(877) 382-4357**.

- Never give your credit card, checking account, Social Security number, or any personal information to an unknown caller. Just say “no” and hang up on anyone who asks for personal information. Don’t ever assume a friendly voice belongs to a friend.
- Only give your personal information when you have initiated the call and are sure the other party is legitimate.
- Ask a charity to send written information about its finances and programs before making any commitments.
- Call the Better Business Bureau of San Diego County at **(858) 496-2131** to check on any unsolicited offers. Or visit its website at www.sandiego.bbb.org for general consumer information and tips on avoiding various types of fraud.
- For additional information contact the FTC Consumer Response Center at **(877) 382-4357** and www.ftc.gov, Federal Communications Commission Consumer Center at **(888) 225-5322** and www.fcc.gov/ccb/consumer_news/, and California Department of Consumer Affairs Consumer Information Center at **(800) 952-5210** and www.dca.ca.gov/consumer/cic.

Returning Home

- Have the person driving you home wait until you are safely inside.
- Leave outside lights on if you’ll return after dark.
- Don’t overburden yourself with packages that obstruct your view and make it difficult to react in an emergency.
- Have your key in hand so you can open the door immediately.
- Don’t go in or call out if you suspect someone has broken into your home, e.g., if a window or screen is broken, a door is ajar, or a strange vehicle is parked in the driveway. Go to a neighbor’s home and call **911**.
- Go to a neighbor’s house and call **911** if someone is following you on foot or in a vehicle. Or use your cell phone to call, but don’t go home while the threat exists.
- Be aware of any people around your home when you return. Go to a neighbor’s house if you have any concerns about your safety when opening the garage or other door.
- Keep your headlights on until you are in your garage at night.
- Close the garage door before getting out of your vehicle.

AWAY FROM HOME

The following situations are considered: on the street and other places, at work, on elevators, when meeting someone new, at night clubs and social functions, traveling on vacation or business, while driving, in parking lots and garages, while riding a bus or trolley, when carrying a purse or wallet, when using an ATM, and on a cruise.

On the Street and Other Places

- Let someone know where you are going and when you expect to return.
- Walk with a friend or family member.
- Walk with confidence and know where you are going. Be alert. Make eye contact with people you pass.
- Watch your surroundings. Leave any places in which you are uncomfortable. Be especially alert for suspicious persons around banks, ATMs (Automated Teller Machines), stores, your home, etc.
- Cross the street if you see someone suspicious following you.
- Walk into an open business and call **911** if you see anyone acting suspicious or following you. Don’t go home.
- Don’t go out alone at night, venture into unfamiliar or dark places, take shortcuts, talk to or accept rides with strangers, or hitch rides. Don’t walk in or near alleys, on deserted streets, near dark doorways or shrubbery.
- Don’t approach vehicles even if the occupants say they need directions or assistance.
- Consider your options in the event you are confronted, e.g., scream or blow a whistle to attract attention, flee to a safe area, etc. Decide what you plan to do and practice your responses so you can recall them in a real situation.
- Learn self-defense. Take classes only from licensed instructors. But don’t substitute self-defense training for

common sense, alertness, and caution.

- Know where telephones are along your route.
- Carry cash and credit cards in a pocket.
- Carry change for emergency telephone and transportation. **911** calls are free.
- Carry identification, medical information, names and phone numbers of people to call in emergencies.
- Carry only necessities.
- Avoid verbal confrontations. They may lead to physical altercations.
- Don't leave notes on your door when you are away from home.
- Don't leave keys in mailboxes or planters, under doormats, or in other obvious hiding spots. Leave an extra key with a neighbor.
- Don't carry a gun, knife, club, chemical spray, or other weapon. Some are illegal to carry and all could be used against you.

In general, follow the four **As** of self-defense:

- Be **AWARE** of your surroundings and who or what is nearby.
- **ASSESS** the situation and possible threat.
- **ACT** quickly and decisively. Change your route, go into a store, use your voice, etc.
- Maintain a confident **ATTITUDE**. Don't appear to be an easy target.

At Work

- Keep all doors locked during office/business hours except those designated for public use. Some employees or security guards should be located to monitor each public entrance. Post signs to indicate areas that are open to the public and those that are for employee access only. Emergency exits should be alarmed and marked for emergency use only.
- Keep all doors locked if you work after hours. Never open them to any strangers.
- Keep public restrooms locked or under observation.
- Lock up your purse and other valuables when you leave your office or workplace.
- Don't open the office/business alone, if possible. One employee should remain outside while the other checks inside to make sure it is safe to enter. It is also better to have two employees present when the office/business is being closed for the day.
- Don't make bank deposits alone, if possible. Vary deposit time, route, and method of concealing the money. Carry the money in a purse or plain bag; never use a bank bag. Make deposits during the business day, not after closing time.
- Don't take out trash alone, if possible. Check outside first to make sure that there are no suspicious people near the door or trash bin. Keep the area well lighted and clear of any objects that could provide hiding places.
- Call the SDPD or the alarm company to verify any report of a break-in and request to come to your office/business.
- Be familiar with the emergency procedures and alarms in your office/business.

In any confrontation with a criminal:

- Be calm and follow instructions exactly. Don't make any sudden moves.
- Don't risk your personal safety. Don't resist and try to be a hero.
- Consider all guns as loaded weapons
- Activate alarms and alert co-workers only if you can do so without being detected.
- Observe the criminal's features, clothing, behavior, means of escape, etc. without being obvious about it. Being a good witness is critical in helping the police to locate and arrest the criminal.

On Elevators

- Don't get on an elevator with a stranger. If you do, stand near the control panel and be ready to press the alarm button and other controls if you are attacked.

When Meeting Someone New

- Exchange phone numbers only, not addresses.
- Let a friend or family member know where you are going on a first date.
- Consider a daytime meeting for a first date.
- Be assertive and honest, not passive or coy.

At Night Clubs and Social Functions

- Go with and stay close to a friend.
- Use prearranged signals to indicate that you need help or want to leave.
- Don't allow alcohol or drugs impair your judgment.
- Watch your drinks and don't give anyone an opportunity to spike them.
- State your personal social standards and limits. Stick to them and don't let anyone change your mind.
- Avoid people who make you nervous or uncomfortable.
- Provide your own transportation when you go out alone. Take enough money for a cab fare if you are going to be out late.

When Traveling on Vacation or Business

- Travel with a friend or in a group when possible. There is safety in numbers.
- Plan your touring. Don't discuss your plans with strangers. Beware of strangers who seem overly anxious to help you. Select guides carefully.
- Get good directions to avoid getting lost.
- Find an open business to get directions if you get lost. Don't appear to be lost by stopping and looking at addresses or street signs.
- Stick to well-lighted main streets and public areas. Ask about areas to avoid.
- Carry a minimum amount of cash. Use credit cards or traveler's checks whenever possible.
- Keep a record of your credit card and traveler's check numbers in a safe place. Also have the phone numbers to call if your cards or checks are lost or stolen.
- Leave your itinerary with a friend or relative and check in with them periodically.
- Store photocopies of your passport, tickets, and other important papers in a hotel safe.
- Keep track of time and don't be late for appointments or meetings.

In a Hotel/Motel Room

- Determine the most direct route to and from your room, to fire escapes, stairs, elevators, and phones.
- Keep your door locked when you are in your room. Use both the deadbolt lock and the security bar/chain.
- Be sure that sliding glass doors and doors to connecting rooms are locked.
- Safeguard your room key or card at all times.
- Use the door viewer to identify anyone requesting entry. Open the door only if you are certain it is safe to do so. Call the hotel/motel office if you are in doubt.
- Report any suspicious persons or activities to the hotel/motel office.
- Don't stay in a ground-floor room, especially if you are a woman and traveling alone.

While Driving

- Keep your doors locked and your windows closed.

- Know where you are going. Stop and get directions before you get lost.
- Avoid driving alone, especially at night and in dangerous areas.
- Never pick up hitchhikers.
- Drive to the nearest open business and call **911** if anyone is following you. Don't go home.
- Keep your vehicle in gear when stopped for traffic signals or signs. Try to leave room to drive away if threatened. Be alert for anyone approaching your vehicle.
- Keep purses and other valuables out of view when driving alone. Put them in the trunk or on the floor.
- Honk your horn or flash your emergency lights to attract attention if you are threatened while in your vehicle.
- Stay in your vehicle if you stop to aid others. Find out what the problem is and offer to call or drive to the nearest phone and report the situation.
- Keep your vehicle in good mechanical condition so it won't break down and leave you stranded on the road. Also keep enough gas in the tank so you won't run out.
- If your vehicle breaks down or runs out of gas, pull over to the right as far as possible, raise the hood, and call or wait for help. Remain in your vehicle with the doors and windows locked until you can identify any person who comes to help.
- Be wary of minor rear-end collisions, especially at night on dark freeway off-ramps. Remain in your vehicle with the doors and windows locked if you are uneasy or suspicious. Drive to the nearest open business to check the damage and exchange insurance information.
- Control your gestures and other reactions to keep "road-rage" incidents from escalating to violence.

In Parking Lots and Garages

- Park in open, well-lighted, and populated areas near your destination.
- Avoid parking near trucks, vans, dumpsters, and other objects that obstruct visibility and provide hiding places. Avoid parking or walking near strangers loitering or sitting in vehicles. Check that no one is hiding around your vehicle before you get out.
- Report any lights that are out to the facility operator.
- Lock your vehicle and take your keys with you.
- Never leave any valuables in plain sight.
- Conceal maps or travel brochures that might indicate you are a tourist.
- Wear shoes or clothes in which you can easily run to safety if threatened. Kick off high-heeled shoes and run barefoot if you are pursued.
- Remember where you parked so you can return directly to your vehicle. Be alert and walk purposefully.
- Have your key in hand so you can open the door immediately when you return to your vehicle.
- Check that no one is hiding in or around your vehicle before you get in.
- Ask a co-worker or security guard to escort you to your vehicle if your work late.
- Don't leave your home keys on a chain with your vehicle keys when you use valet parking. Also, don't leave your garage door opener where it is easily accessible. Keep your vehicle registration, proof of insurance, and any other papers with your home address on them where a criminal is not likely to find them.
- Don't resist or argue with a carjacker. Your life is much more valuable than your vehicle. Be especially alert when parking at fast food places, gas stations, ATMs, and shopping areas along suburban highways.

While Riding a Bus or Trolley

- Wait in a central area near other passengers.
- Have your fare or pass ready when boarding.
- Sit near the operator.
- Keep your handbag and packages on your lap instead of on the floor or seat next to you.
- Change seats and tell the operator if anyone bothers you.

- Avoid using dark or isolated stops at night.
- Stay alert for any possible dangers when exiting.

When Carrying a Purse or Wallet

- Avoid carrying a purse when possible. Wear a money pouch instead.
- Carry a purse with a shoulder strap if you must. Keep the strap over your shoulder, the flap next to your body, and your hand on the strap. When wearing a coat, keep the strap and purse under the coat.
- Keep a tight grip on your purse. Don't let it hang loose or leave it on a counter in a store.
- Carry your wallet, keys, and other valuables in an inside or front pants pocket, a fanny pack, or other safe place. Don't carry a wallet in a back pocket.
- Never put your purse or wallet on a counter while shopping.
- Don't carry checks. And carry credit cards instead of cash. Leave credit cards you don't expect to use at home. And don't display any cash you do carry.
- Keep a record at home of check and credit card numbers, and phone numbers to call in case of theft or loss. Carry this information separately or store it in a hotel/motel safe if you are on a trip or otherwise unable to get home promptly to report a loss.
- Shop with a friend when possible.
- Don't fight for your purse if someone tries to take it by force.

When Using an ATM

- Select an ATM with clear lines of sight in all directions, i.e., at locations with no building corners, shrubs, signs, etc. that provide possible hiding places for an attacker.
- Be aware of your surroundings before and during your transaction, especially between dusk and dawn. Return later or use an ATM in a supermarket or convenience store if you notice anything suspicious, e.g., a person loitering nearby.
- Avoid using poorly lighted or isolated ATMs. Complete your transaction as fast as possible and leave the facility.
- Don't go alone.
- Park in a well-lighted area as close to the ATM as possible.
- Keep your doors locked and passenger and rear windows rolled up when using a drive-through ATM.
- Shield the keypad when using your PIN so it can't be seen by anyone near you.
- Memorize your PIN and keep it secret. Don't write it down or keep it in your wallet or purse.
- Make sure that there is nothing in the slot when you insert your ATM card. Thieves can use a small, hard-to-detect skimming device that's placed over the card slot to capture to steal your PIN and other bank account information.
- Put your cash, receipt, and ATM card away promptly. Count your cash later in private. Do not leave your receipt at the ATM site.
- Avoid being too regular. Don't use the same ATM at the same time of day and day of the week.
- Make sure you are not being followed when you leave an ATM location. Drive immediately to a police or fire station, or any well-lighted and crowded location or open business and get help if you are being followed. Flash your lights and sound your horn to attract attention.
- Give up your money or valuables if you are confronted by an armed robber. Any delay can make a robber more nervous and increases the likelihood of violence.

On a Cruise

- Be skeptical. Don't assume you can trust other passengers. Criminals take vacations too.
- Stay sober. Don't let alcohol impair your judgment. Only drink beverages you have seen prepared. Ask that bottled drinks be served unopened.

- Set rules for your children and keep an eye on them. Make sure they don't drink. Report any crew members who serve alcohol to minors.
- Meet fellow passengers in public areas, not cabins.
- Use all locks on your cabin door. Never open it to a stranger.
- When you enter your cabin check the bathroom and closet before closing the door.
- Don't socialize with the crew. Make sure your children know that crew areas are off limits.
- Dress down. Leave expensive jewelry and watches at home. They only make you a target for thieves.
- Lock all valuables in a safe and guard your key card as you would a credit card.
- Don't stand or sit on the ship's railing.
- Never go to any isolated areas of the ship alone, especially in the evening and early morning.
- Know where the members of your party are at all times. Report a missing person immediately.
- Attend the ship safety drills and learn its emergency procedures.
- Bring phone numbers of U.S. embassies or consulates in the cities on your itinerary so you can contact them if a problem arises. You can get them online at www.usembassy.gov.
- If you are a victim of a crime at sea call the FBI at **(202) 324-3000** from the ship to report the crime. Call the U.S. embassy or consulate if you are a victim of a crime on shore. Take photos of the crime scene and any injuries you suffered. Get the names, addresses, and phone numbers of possible witnesses. Take statements. Don't expect the cruise line to take physical evidence. Also notify your family, doctors, lawyers, insurance companies, etc. as appropriate.

IF YOU ARE A CRIME VICTIM

For reporting purposes, crimes and suspicious activities are considered as either emergencies or non-emergencies. Situations in which you, a member of your family, or a person in your care are attacked or threatened are considered as emergencies and should be reported by calling **911**. Crimes in which: (1) there is no serious personal injury, property damage, or property loss; (2) there is no possibility that the suspect is still at the scene or is likely to return to the scene; and (3) an immediate response is not needed are considered as non-emergencies. These situations and suspicious activities should be reported to the SDPD by calling **(619) 531-2000** or **(858) 484-3154**. The details of reporting crimes and suspicious activities are provided on the page entitled *Reporting and Providing Information about Crimes and Suspicious Activities* in the Crime Prevention and Education section of the SDPD website at www.sandiego.gov/police. Also included are the names and phone numbers of those SDPD units and other law enforcement and government agencies that deal with special situations and problems.

Other things to do if you are threatened or are a victim of stalking or domestic violence are listed below:

Threat of Attack

There is no sure way to respond if you are threatened. Attackers are different. What may deter one might aggravate another. In any case try not to panic. Some options to consider are listed below:

- Try to talk your way out of the situation.
- Scream loudly to attract attention.
- Run toward people or open businesses.
- Run and hide.
- Bide your time and look for an opportunity to escape.
- Get a good physical description of the attacker.
- Call **911** to report the attack and provide a description of the attacker as soon as possible.

Stalking

- Call **911** if anyone maliciously, willfully, and repeatedly follows or harasses you, or makes a credible threat that places you in fear of your safety. File a crime report and get a case number. A detective will contact you

about the case.

- Get a TRO (Temporary Restraining Order) or have a police officer get an EPO (Emergency Protective Order) for you. Have the stalker served with a copy of the order. Keep a copy and give copies to your friends, relatives, co-workers, and employer. If you live in an apartment building, also give a copy to the manager along with a picture of the offender.
- Alert your friends, relatives, co-workers and employer about your case. Have them file a police report if they are also victimized.
- Keep a record of all stalking incidents. Keep it in a secure place.
- Report all stalking incidents to the detective in charge of your case.
- Keep an emergency bag packed with clothes, money, emergency phone numbers, toys for your children, etc.
- Show a picture of the stalker to your neighbors.
- Alert your neighbors with a prearranged code or signal if the stalker is at or near your home.
- Move to a temporary safe house or shelter as a last resort. Keep new location secret. Get a U.S. Post Office or private mailbox for your mail.

In addition to the other personal security measures listed in this paper:

- Change your home locks.
- Never walk alone.
- Avoid public places.
- Vary your schedule and route when you drive. Know where nearby police and fire stations are located.
- Install a locking gas-tank cap in your vehicle.
- Be alert for vehicles following you.

Domestic Violence

- File a crime report and get a case number. A detective will contact you about the case.
- Get a TRO or have a police officer get an EPO for you. Have the offender served with a copy of the order. Keep a copy and give copies to your friends, relatives, co-workers, and employer. If you live in an apartment building, also give a copy to the manager along with a picture of the offender.
- Keep a record of all violations of the terms of the TRO or EPO. Keep it in a secure place. Report all violations to the detective in charge of your case.
- Pack an emergency bag with clothes, money, emergency phone numbers, toys for your children, etc. and leave it with a friend.

In addition to the other personal security measures listed in this paper:

- Change your home locks.
- Consider getting a dog.
- Get an unlisted phone number. Tell your family and friends not to give out the number to anyone else.
- Hide an extra set of car and house keys outside.
- Keep a list of emergency phone numbers hidden.
- Have a bank account in your name with money in it.
- Plan an escape route and practice it.
- Gather the following for you and your children: birth certificates, Social Security cards, driver's license, keys, passports, green card/work permit, welfare identification, money, checkbook, credit cards, school registration, restraining orders, etc.

Obtaining a TRO

- Call Family Court Services at **(619) 687-2292** for assistance in obtaining a TRO.
- Fill out the TRO form. Forms are available at Superior Court locations.

- Attend a clinic on the use of TROs. Clinics are held on weekdays between 8:00 a.m. and 12:30 p.m. at the Court locations.
- Get the TRO approved by a judge. This can take four to six hours at the Court.
- Have the TRO served by a law enforcement official or someone you appoint. The server must be older than 18 years. You cannot serve it yourself.
- Keep a copy of the TRO with you at all times. Call **911** if a violation occurs.
- Call **911** if the restrained party has not yet been served but harasses you. The police can serve the TRO on the spot or over the phone.
- Go to the Sheriff's Department Restraining/Protective Order website at www.sdsheriff.net/tro to see if the TRO has been served. You will have to enter the Case Number and the restrained persons last name to access this online database.

SDPD AREA STATIONS

Central	2501 Imperial Ave. SD 92102	(619) 744-9500
Eastern	9225 Aero Dr. SD 92123	(858) 495-7900
Mid-City	4310 Landis St. SD 92105	(619) 516-3000
Northeastern	13396 Salmon River Rd. SD 92129	(858) 538-8000
Northern	4275 Eastgate Mall SD 92037	(858) 552-1700
Northwestern	12592 El Camino Real SD 92130	(858) 523-7000
Southeastern	7222 Skyline Dr. SD 92114	(619) 527-3500
Southern	1120 27th St. SD 92154	(619) 424-0400
Western	5215 Gaines St. SD 92110	(619) 692-4800

SDPD STOREFRONT OR SATELLITE OFFICE

Address _____
 Phone _____ Contact person _____