

## PROTECTIVE MEASURES FOR YOUR BUSINESS:

### Access Control

- Control access to your building
- Secure the perimeters
- Restrict access to ventilation systems
- Check identification
- Require all deliveries to be scheduled in advance
- Check garbage containers regularly

### Monitoring and Surveillance

- Install motion detectors
- Use fire and smoke detectors
- Use heat sensors or metal detectors
- Use surveillance cameras
- In some instances, consider using explosive detectors
- Use lighting in perimeter and parking areas, as well as in the building.

## REMEMBER:

- ▶ Terrorists ALWAYS conduct surveillance of potential target sites before they act.
- ▶ EVERYONE, not just law enforcement officials, should be aware of suspicious people and activities and report them to authorities.

## HELP PREVENT AND DETECT TERRORISM

The Kansas City Regional Terrorism Early Warning Group is one of a number of TEWs in metropolitan areas across the country. The TEW brings local, state and federal law enforcement officials together with public and private organizations to detect, deter and respond to terrorist threats in the Greater Kansas City community.

### *If you see something, say something*

#### How to Report Information:

In an EMERGENCY ..... Dial 9-1-1  
To remain ANONYMOUS..... 816/474-TIPS  
To Notify the Kansas City  
FBI Joint Terrorism Task Force .....816/512-8200  
To file an electronic report..... [www.kctew.org](http://www.kctew.org)

Visit our Web site, [www.kctew.org](http://www.kctew.org), to find contact information for other local, state and federal authorities.

*In an emergency situation, call 9-1-1 or contact your local police department.*



**Kansas City Regional TEW  
Interagency Analysis Center**

c/o Mid-America Regional Council  
600 Broadway, Suite 200  
Kansas City, MO 64105  
816-474-4240

[www.kctew.org](http://www.kctew.org)



## TERRORISM AWARENESS

for the **BUSINESS COMMUNITY**

*What can you do to help prevent and detect terrorism?*



**TIPS  
HOTLINE:**

# 474-TIPS

**KANSAS CITY REGIONAL  
INTERAGENCY ANALYSIS CENTER**

*a Terrorism Early Warning Group*

**T**errorist operations begin with extensive planning. Before an attack, terrorists will gather detailed information about a target by watching patterns of daily activity.

As a member of the business community you can help prevent and detect terrorism — and other types of crime — by watching out for suspicious activities and reporting them to the proper authorities.

But how do you know what to report? Many activities, in and of themselves, may not indicate criminal activity. Taken together, however, they may be a cause for concern.

If you observe people acting suspiciously, don't hesitate to contact local law enforcement. Remember — better safe than sorry.

**In an emergency, call**

**9-1-1**

**To make an anonymous tip, call:**

**816-474-TIPS**

## BE ALERT TO SUSPICIOUS ACTIVITY



During the course of business, be alert for activities that might indicate someone is conducting surveillance of your place of business as a potential target.

- Does someone seem unusually interested in your security staff, points of entry, fences, walls or access controls?
- Is someone staring at or quickly looking away from personnel or vehicles entering or leaving designated facilities or parking areas?
- Has anyone been observing your security drills and/or procedures?
- Is anyone hanging around who is not normally seen in your area, such as someone disguised as a panhandler or street vendor?
- Is anyone discreetly taking pictures, making sketches or taking notes at a non-tourist location?
- Have you noticed the same individual use multiple sets of clothing and identification?
- Has anyone been questioning your security personnel?
- Have you noticed an increased number of anonymous telephone or e-mail threats? If this is happening along with suspected surveillance incidents, someone might be testing your procedures for reacting to threats.

Suspicious behavior might also include more serious activities that might indicate planning for a terrorist attack, such as:

- Attempts to gain sensitive information about your facility or staff through personal contact or by telephone, mail or e-mail.
- Attempts to enter your facility or test your security response procedures.
- Attempts to improperly acquire explosives, weapons, ammunitions, dangerous chemicals, flight manuals or other materials which could be used in a terrorist attack.
- Suspicious or improper attempts to acquire official vehicles, uniforms, badges, access cards or identification for key facilities.
- The presence of individuals who do not appear to belong in or near the workplace.
- Individuals who appear to be mapping out routes, playing out scenarios, monitoring key facilities, timing events or exchanging signals.
- Stockpiling suspicious materials or abandoning potential containers for explosives, including vehicles or suitcases.