

# Building Watch Program

Sponsored by

**DeKalb Area Rental Association**

[www.DARAnow.com](http://www.DARAnow.com)

Contacts for the  
**Building Watch Program**

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## **DeKalb Police Department:**

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200 S. Fourth Street

DeKalb, IL 60115

in cooperation with the

**DeKalb Police Department**

## From DeKalb Area Rental Association

Thank you for your pioneering interest in the Building Watch program, which DARA is sponsoring in cooperation with the DeKalb Police Department.

This is a pilot project which we expect to initiate in the residence buildings of our members in all sectors of DeKalb. It is one way for members of our association to work with our tenants in securing and promoting safe living conditions throughout the community.

As time goes on we expect that our Building Watch units will tie in with adjoining neighbors and existing Neighborhood Watch programs.

*DARA is a not for profit organization of landlords and property managers united to promote Safe and Quality Housing, Fair Business Practices and the Preservation of Property Rights.*

## From the DeKalb Police Department

The DeKalb Police Department wants you, the community to know that your police department strongly believes in the value of Neighborhood Watch. Together with you, the residents of our community, you can help improve the quality of life in your neighborhood, through both crime prevention and crime detection.

Chief of Police, Bill Feithen, encourages all citizens of DeKalb to take an active part in reducing all crime in their area, by reporting all suspicious or criminal activity to the DeKalb Police Department. Telephone calls can be made anonymously. As part of the Community Policing initiative, police officers will be in your area in police cars, on bicycles and on foot patrol. Please feel free to speak with police officers and introduce yourself when you see them. Having a Neighborhood Watch Program will greatly help your police department enhance their manpower and resources using citizens reporting crime.

## Suspicious Activity Report

1. What happened?

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2. Where? \_\_\_\_\_

3. Time of Day \_\_\_\_\_ Date: \_\_\_\_\_

4. How and/ or with what? \_\_\_\_\_

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5. Who did it? \_\_\_\_\_

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6. Was a vehicle involved? \_\_\_\_\_ License Plate # \_\_\_\_\_

Make & Model \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Which way did it go \_\_\_\_\_

Any special damage or marks on car? \_\_\_\_\_

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7. How many people in car? \_\_\_\_\_ Any weapons? \_\_\_\_\_

Sex \_\_\_\_\_ Ages \_\_\_\_\_ Race \_\_\_\_\_

Ht. \_\_\_\_\_ WT. \_\_\_\_\_ Hair color \_\_\_\_\_

Clothing \_\_\_\_\_ Shoes \_\_\_\_\_

Any unusual characteristics? \_\_\_\_\_

8. What did they say? (Write on reverse side) \_\_\_\_\_

## **Improving Conditions**

Neglecting your neighborhood invites crime. To help alleviate the problems associated with neglect, a Watch group can help clean up your neighborhood. Getting rid of graffiti, cleaning up the streets and parks, and helping those who may have difficulty upkeeping their home. Whenever new graffiti appears it should be reported to the Police Department by calling (815) 748-8400.

## **Building Watch Is Not...**

Building Watch is not a group of people taking the law into their own hands. Watch members should **not** try to confront or capture any crime suspect. That is the job for the DeKalb Police Department.

## **Getting Started:**

### **Promote Building Watch to Other Tenants**

It only takes a few people to bring about ideas for a Watch Program. Pool your ideas and form some goals for your Building Watch.

### **Survey the Neighborhood**

Find out if there are problems in your area, such as poorly lit areas, gang hangouts, neglected areas, etc...Discuss your findings with your landlord.

### **Define Your Watch Zone**

Have all the neighbors agree on what the boundaries of the Watch will be.

### **Inform the Dekalb Police Department**

Let us know when we can provide information for your Watch.

## **Getting Your Neighbors Involved:**

**Neighbors may be hesitant at first. You can help them get involved by the following:**

### **Spread The Word**

Let your neighbors in the building know that a Watch program is being initiated for everyone's safety and benefit. It is a proactive effort to insulate and protect you and your neighbors from outside criminal forces. It is a cooperative effort to discourage outside influences of vandalism, burglary, robbery and other crimes.

### **Bring Neighbors Together**

Some good ideas to bring everyone together may be to have a building coffee, do a community cleanup, or other activity that involves the neighborhood.

### **Keep In Touch**

Keep your neighbors involved in what has been done in the neighborhood. Tell them about upcoming events, meetings that involve your Building Watch. Keep everyone's interest by focusing attention to what is most important, and recognizing their efforts.

### **Know Your Neighborhood**

Being able to identify any suspicious activities starts with knowing the area and your neighbors. Knowing the answers to who lives where, who owns what, and who are problem makers in your area can help you decide who or what belongs where. This does not mean invading someone's privacy. Rather when trouble does occur, you can give the police the location. Giving the Dekalb Police accurate information will help them respond quickly to your call.

## **More That You Can Do...**

Get together with the DeKalb Police to discuss crime in the community and what can be done about it. Contact other agencies that can help educate you about suspicious activities and Neighborhood Watch.

- National Sheriff's Association @1-800-424-7827
- National Crime Prevention Council @ 1-800-627-2911
- Crime Watch Neighborhood Awareness Programs @ [www.cwnap.com](http://www.cwnap.com)
- American Security Educators @ 1-310-928-1847

Other Neighborhood Watch activities that you can do include posting Neighborhood Watch Warning Signs in yards or on windows to let criminals know that this is a Watch Zone.

## **Use A Notebook**

Always have a notebook handy so that you can immediately write down all the important information the DeKalb Police will need.

## **What is Suspicious Activity?**

A suspicious activity is anything that does not fit the normal look of your neighborhood or an occurrence that is out of place. It's something that shouldn't occur in the normal day-to-day events.

## **What The Police Need To Know:**

- What happened? Where? When? How? Who did it?
- If a vehicle was involved, what was the license plate? Color? Make? Model? Year? Which way did they go?
- How many people were in the vehicle? Were they armed? What was their sex? Race? Age? Height? Weight? Hair color? Clothing? Shoes? Any unusual characteristics?
- Did they say anything?

## **What is Building Watch?**

Building Watch is a program that involves using those who live in your building in the detection and prevention of crime. With citizen participation **you** make **your** building and neighborhood safer by reporting any suspicious, criminal or dangerous activities. When you provide the DeKalb Police Department with this valuable information, you help your police department investigate suspicious activities, apprehend criminals and prevent crime.

## **How Does a Building Watch Work?**

**A Building Watch works in many ways:**

### **Building Watchers**

The resident Watchers (citizens involved in Building Watch) keep watch and observe their neighborhood. The DeKalb Police Department should be notified if any suspicious or criminal activity is seen or heard.

### **Crime-Prevention Training**

A Watch group can help residents learn ways to keep their homes and neighborhoods safe. Training can be introduced to your Watch group by having a member of the DeKalb Police Department speak about preventive measures you can take.

### **Phone or eMail Trees**

Neighbors can quickly spread information about suspects or vehicles that the police are seeking. Keeping your neighbors informed about whom and what the police are looking for greatly helps your police department.

Suspicious Activity Report

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\_\_\_\_\_  
\_\_\_\_\_

2. Where?

\_\_\_\_\_

3. Time of Day

Date:

\_\_\_\_\_

4. How and/ or with what?

\_\_\_\_\_

\_\_\_\_\_

5. Who did it?

\_\_\_\_\_

\_\_\_\_\_

6. Was a vehicle involved?

License Plate #

\_\_\_\_\_

Make & Model

\_\_\_\_\_

Year

Color

Which way did it go

\_\_\_\_\_

Any special damage or marks on car?

\_\_\_\_\_

\_\_\_\_\_

7. How many people in car?

Any weapons?

\_\_\_\_\_

Sex

Ages

Race

\_\_\_\_\_

Ht.

WT.

Hair color

\_\_\_\_\_

Clothing

Shoes

\_\_\_\_\_

Any unusual characteristics?

\_\_\_\_\_

8. What did they say? (Write on reverse side)

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