

If A Burglary Occurs...

When a burglary occurs on the block, the Captain and Co-Captain should find out what happened and notify other Block Watch members of the incident.

Before the neighbours are notified, contact the victim(s) to determine:

- When the burglary occurred and whether it was reported to the police.
Note: All crimes should be reported.
- How entry was gained and what was taken.
- Offer to provide additional home security information.

Remind the victim to keep a record of the OCCURRENCE REPORT NUMBER (this number is on the report taken by the police officer). If they wish to follow up on the case, this number is needed when contacting the police.

Recruiting a New Block Captain

If you feel that you would like to be replaced, a new Block Captain can be recruited by...

- Having a block gathering and asking for a volunteer.
- Ask the Co-Captain to take over as Block Captain.
- When delivering the Block Watch Newsletter, ask a neighbour to be your replacement.

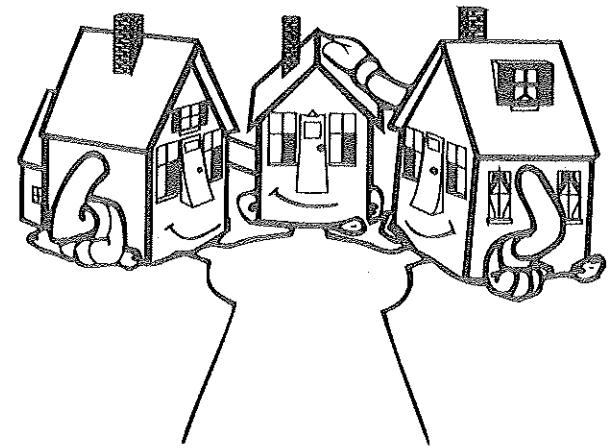
When a Captain is recruited, notify the Block Watch office of the person's name, address, and phone number. If a Captain is NOT found, call Block Watch so that Block Captain recruitment letters can be sent out as one final attempt to find a replacement.

Note: The Block Watch Newsletter will be discontinued if there is no Block Captain.

Congratulations on becoming involved with the New Westminster Police Service and a program that will assist in our community commitment.



Block Captain's Guide



New Westminster
Police Service
BLOCK WATCH

Working Together for Community Pride

Recruiting a New Block Captain

- Two volunteers to coordinate group.
- Block Watch meeting is conducted by N.W.P.S. Block Watch Officer.
- There must be 75% involvement by residents / tenants to establish a recognized Block Watch.
- Block map / floor plan(s) must be completed and copy provided to each participant and N.W.P.S. Block Watch Coordinator.
- Block Watch decals are then distributed.
- Block Watch signs will then be erected on street / complex.
- All participants in Block Watch will receive a copy of Block Watch Newsletter.

Let's Make a Difference Together!

Block Captain & Co-Captain

- Security clearance by the New Westminster Police Service (confidential).
- Obtain photo identification card identifying holder as Block Captain.
- Canvass your block / building / complex to identify possible Co-Captains.
- Co-Captain's security clearance as above.
- Co-Captain receives photo I.D. as Block Captain.
- Together canvas neighbours to ensure their attendance at an organizational Block Watch meeting.
- Coordinate meeting date with N.W.P.S. Block Watch Coordinator.
- After meeting, ensure block map is completed and provide a copy for each participant and Block Watch office.

- Ensure all participants mark their appropriate property with engraver using their B.C. driver's license number.
- Hand out window decals when block map and engraving is complete.

The Block Watch Crime Prevention Newsletter will be delivered to you once the block has been organized. Each household listed on the Block Watch Map should be given a copy of the newsletter within a week of your receiving it.

Remember: Newsletters should not be left in mail-boxes.

If someone on the block is burglarized notify all Block Watch members. Contact everyone to determine if they are aware of any suspicious activity and remind them to be careful about their security practices.

Visit the neighbours who did not attend and encourage their participation within a week of the Block Watch meeting. Provide each household with a crime prevention packet and add the names and phone numbers of those who agree to join the Block Watch Map.

- Organize yearly block "get-togethers."
- If Block Watch members request additional literature or if more newsletters are needed, contact the Block Watch office at 525-5411.

New Neighbours

New neighbours should be informed of the Block Watch and asked to join.

If they agree to join, give them a crime prevention packet and add their name and phone number to the Block Map. Encourage the new neighbour(s) to mark their property and give them Block Watch decals once the property is marked. Literature, Block Watch stickers and copies of maps are available through the Block Watch office.

Updating The Block Watch Map

The Block Watch Map is an important communication tool for you and your neighbours. For this reason, the map should be updated at least once a year with a revised copy provided to each participating household.

Make the appropriate changes on the map and send it to Block Watch with a note indicating the number of copies needed. The map will be duplicated and returned to the Block Captain for distribution.

Annual Block Gathering

Block Watch members are encouraged to meet at least once a year. Neighbours can become reacquainted and renew their commitment to watch out for one another by having an informal "get-together." Once everyone has arrived, remember:

- Welcome new neighbours and, if necessary, update the Block Watch map. Remind everyone to use the map as a communication tool for keeping in touch.
- Briefly review the importance of home security and property marking.
- Discuss any crime-related problems, as well as ways to prevent similar problems from occurring in the future.
- If a new Block Captain is needed, ask for a volunteer.

Videos: Block Watch has compiled a selection of VHS videotapes. They are available to borrow for either individual or group viewing. Please call Block Watch at 525-5411 for a list of available videos.