



# GUARD-ALERT GAZETTE

Guard-Alert Security Newsletter  
Total Security Solutions

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## *A time to rest- but do stay Alert*

*It is that time again when we take a well deserved break. The Heroes holiday always coincides with the school holidays, therefore it is also a time when most of you travel away from home and also shut down your offices. Here are a few security tips that you should take into account to secure your home and offices, so that you can have peace of mind when you travel.*

- **Contract a sundry guard-** who will look after your premises while you are away. That way you will know that a professional security company is looking after your property
- **Lock up-** Lock away all valuables, for example laptops, printers- items which are easily portable should there be a break in
- **Cash-** If your business handles cash, make arrangements for Armsec, the Guard-Alert armoured guards division, to collect your cash at set times and store it in their vaults, so as to avoid storage of huge amounts of cash on your premises
- **Keyholders-** Ensure that there are designated keyholders/ staff that are responsible in case of emergency. These should also be decision makers so that they are decisive when the occasion calls for it
- **Emergency contact-** ensure that emergency contact numbers are readily available in case of emergency
- **Lock everything before you leave,** including the garage, the gates, shed and power box



- **If you have an alarm system, activate it.** Give a neighbour or a trusted friend or relative a spare key and the alarm PIN so they can get into the house if needed

- **Set timers on lights and appliances,** so they come on for a few hours in the evening - at times when you would normally be at home

- **Put valuables in a safe deposit box**

- **Don't leave a spare key in a secret spot** in the garden. Burglars know where to look. Give a key to a trusted neighbour instead

- If you are a vehicle fleet owner, fit your vehicles with **vehicle tracking equipment-** so that you can generate reports on your return and trace if anything untoward happened in your absence. If you choose to, you can view all vehicle movements on your mobile phone or laptop while you are away at your location- contact Guard-Alert Electronics for the installation of this equipment which takes less than two hours

*For more info, contact Guard-Alert Security  
on  
guardall@zol.co.zw  
or log onto  
www.guardalert.co.zw*