



## Alipurduar Police

### Servant Safety Tips:

- Hire qualified / experienced chowkidars only.
- Check the antecedents / credentials of chowkidars and domestic servants before hiring them. Insist on references from their previous employers.
- Furnish their full particulars to your police station in the format suggested by them. .. Always employ different chowkidars for day and night duties.
- Brief all the security men/ chowkidars/ lift men about various aspects of security. some of them are ....
  1. To make enquiry if a taxi or autorikshaw is seen parked inside the compound or outside the building for a long time.
  2. To make enquiry with the people bringing in or taking out heavy parcels, suitcases, etc.
  3. Inform Police in case they find any vehicle parked inside the building (if ownership is not known) for a long time.
- **All the residents of the locality should be briefed on the following :-**
  1. That whenever they employ any new servant, police station should be informed. His photographs, fingerprints and other details must be obtained and verified.
  2. Whenever any family plans to go out of the city for a long time, they should inform Police, so that special watch can be kept.
  3. They should be advised to install a door with iron bars inside the flat, superior quality night latches and special eye lens on the main door, so that the door is opened only after identifying the visitors. Ideally, interaction with strangers and vendors should be through the grilled door. Also install a high wattage light source with pilfer proof cover outside the main door.
  4. They should not keep huge cash, valuable ornaments etc., in the house but may use bank lockers.
  5. They should avoid discussing money transactions and other important family matters in the presence of servants/ outsiders.
  6. They should not humiliate the servants on petty matters. Nor should they penalize them for small damages.