

BROWNSTONE SECURITY

TRUST. STRENGTH. EXPERIENCE. SERVICE. LOYALTY.

APRIL, 2009



Topic of the Month:

SITUATIONAL AWARENESS

Situational awareness involves being aware of the circumstances around you so that you may identify potential security threats and risks. Circumstances may change from time to time and it is important for all security personnel to be aware of the changes. For example, during construction a gate may have to be left open that is usually locked. This would require the security officer to beware of this open gate and ensure no unauthorized persons entered.

Just as with the construction example listed above, during times of recession there are also circumstances that change and things that security officers must be aware of. One of the most critical things security officers must be aware of is the potential for threats made or potential violence by former employees. Workplace violence is always a threat, but this threat greatly increases during period of mass layoffs and job losses in general. This is not an idol threat, as most of you may know over the past 45 days there have been several mass shootings in the United States involving recently laid off or terminated employees. Threats must be taken serious and should be reported to supervisors immediately.

As Security Officers you should always be aware of your surroundings. Keep a look out for former employees or employees who seem especially agitated or nervous. Report this activity to your supervisor immediately. In most cases businesses do not allow former employees on property. Therefore, your job would be to immediately notify your supervisor and the customer so that the person may be removed from the property immediately.

Always remember:

- ◇ *Be Alert*
- ◇ *Be Aware*
- ◇ *Be Safe*

OFFICE LOCATIONS

- **Las Vegas Office**

2770 S. Maryland Parkway
Suite 102
Las Vegas, NV 89109
Ph. (702) 737-7925
Fax (702) 735-7926

- **Los Angeles Office**

2613 Manhattan Beach Blvd
Suite 100
Redondo Beach, CA 90278
Ph (310) 297-3600
Fax (310) 297-3616

- **Riverside/Inland Office**

601 S. Milliken Avenue
Suite 160-K
Ontario, CA 91761
Ph (909) 390-4242
Fax (909) 390-4343

- **San Diego Office**

110 W. A Street
Suite 123
San Diego, CA 92101
Ph (619) 544-9195
Fax (619) 544-9210

- **Corporate Headquarters**

Redondo Beach, CA

Safety Tips

Employee safety begins with you! Here are some safety TIPS to help you remain safe at work and at home:

- ◇ Stay Alert
- ◇ Be Aware of your Surroundings
- ◇ Communicate concerns and problems to your local Branch
- ◇ Observe and Report all incidents

Call off Policy

Employees are only allowed to call off within 24 hours of their scheduled shift for emergencies related to themselves or direct family members. This primarily relates to medical and child care emergencies. All call offs will be reviewed on a case by case basis and 3rd party proof of the emergency will be required. (doctor's note, etc.) A problem with transportation is not an emergency. Every employee is responsible to have transportation to get to and from the job site. You may lose your post and/or be subject to disciplinary action for failure to follow this policy

APRIL'S EMPLOYEES OF THE MONTH

- ◇ JERRY DOUGHERTY - *Las Vegas Office*
- ◇ PETER BARBA - *Los Angeles Office*
- ◇ MICHAEL STEMAGE - *Corporate*

The Employee of the Month will receive a \$100.00 bonus and a Plaque.

APRIL'S RECOGNITIONS

Congratulations to the below employees for demonstrating outstanding leadership and work ethics. Continue the good work!

- ◇ ROSLYN WILLIS - *Los Angeles Office*
- ◇ BOPHEAK OUK - *Los Angeles Office*
- ◇ ROBERT MARTINEZ - *Los Angeles Office*
- ◇ ROCKY GODBOUT - *Las Vegas Office*
- ◇ MICHAEL EMERY - *Las Vegas Office*
- ◇ DONALD MOJADO - *Las Vegas Office (Southwest Gas)*
- ◇ ROBERTA ANTHONY - *Las Vegas Office (McCarran Airport)*
- ◇ AARON SLATER - *Las Vegas Office (Vons Stores)*
- ◇ RICHARD GILBREATH - *Las Vegas Office (Housing)*



