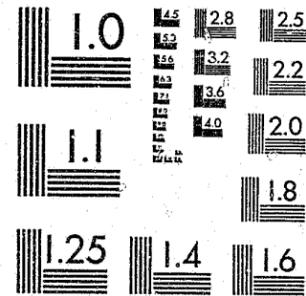


National Criminal Justice Reference Service



This microfiche was produced from documents received for inclusion in the NCJRS data base. Since NCJRS cannot exercise control over the physical condition of the documents submitted, the individual frame quality will vary. The resolution chart on this frame may be used to evaluate the document quality.



MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

Microfilming procedures used to create this fiche comply with the standards set forth in 41CFR 101-11.504.

Points of view or opinions stated in this document are those of the author(s) and do not represent the official position or policies of the U. S. Department of Justice.

National Institute of Justice
United States Department of Justice
Washington, D. C. 20531

7/31/85

96566

U.S. Department of Justice
National Institute of Justice

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

Permission to reproduce this copyrighted material has been granted by

Baltimore Police Department

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the copyright owner.

96566

CR Sent
4-26-85

96566

**POLICE DEPARTMENT
BALTIMORE, MARYLAND**

January 31, 1985

Baltimore Neighborhood Watch Program

I. Program Background & Structure

A. Implemented

1. Actual: 28 December 1981 (G.O. #06-81 Effective)
2. Published: 01 January 1982

B. Documents Establishing Operation

1. General Order 06-81 "Baltimore Neighborhood Watch Program" (Amended 13 August 1982 - "Neighborhood Block Watch Signs").
2. Baltimore City Ordinance #696, "Neighborhood Block Watch".

C. Departmental Personnel & Responsibilities

1. Chief - Community Services Division (Previously Chief - Patrol Division) - responsible for overall program (supervising the Neighborhood Watch Coordinator).
2. Neighborhood Watch Coordinator - coordination of administration & implementation.
3. Assistant District Commander - insure viable citizen involvement, supervision of District Community Relations Sergeant.
4. District Community Relations Sergeant - overall program development & recruiting.

II. Program Operations

A. Types of "Watch Groups"

1. Highly visible, structured & organized "Neighborhood Watch Program".

NCJRS

FEB 6 1985

ACQUISITIONS



**NEIGHBORHOOD
WATCH:**

ORGANIZE A
NEIGHBORHOOD WATCH IN
YOUR COMMUNITY. REPORT
SUSPICIOUS ACTIVITY TO THE
POLICE.

96566

2. Individual "Block Watchers" who require that their identity remain anonymous when reporting to police.

B. Recruiting of "Block Watchers" - Methods

1. Interaction with civic, religious and other established organizations.
2. Area canvassing by Explorer Scouts, Police Recruits, Auxiliary Police, and citizen volunteers.
3. Media promotion (radio, TV and printed medium).

C. Structure of Participating Groups

1. Existing organization structures utilized.
2. Coordinators & block captains identified & established where possible.

D. Scheduling, etc. of Block Watcher Activities

1. Within organized groups scheduling, duties etc., are handled by block captains & coordinators.
2. No requirements imposed by department.

III. Program Components

- A. Emphasis - observe & report suspicious/criminal activity (cooperation & assistance with law enforcement).
- B. General Crime Prevention - provided during meetings w/organized groups.
- C. Operation Identification - stressed but not mandated.
- D. Neighborhood Patrols - no mandate (discretion of participants).
- E. "Block Watch" Signs - visible program.
 1. 60% participation required.
 2. Purchased by community.

IV. Computerization of Program

A. Block Watcher Name File

1. Maintenance & Access (confidential).

- a. Data entry by District Community Relations Sergeant.
- b. Each district "access code" permits viewing of that district's file only.
- c. N/W Coordinator "access code" permits viewing city wide file.

2. Data Retrieval Methods - Block Watchers may be located:

- a. By name.
- b. By specific address.
- c. By identification code number.
- d. By street & hundred block.
- e. By reporting areas.

3. Purpose - file may be utilized:

- a. To assess participation levels in specified areas.
- b. Contact with Block Watchers (via telephone or mail).
 1. To follow-up major crime or other problems.
 2. To notify of crime problem/pattern.
 3. Notification of other circumstances/situations.

B. Computerized Calls-for-Service

1. Entry via "data entry" personnel from complaint card.
2. Weekly & monthly printouts screened for activity levels & identification of exemplary cases.

- 3. Participants who contribute "exemplary cases" are sent letters of appreciation.
- 4. Provides mechanism to verify "active participants" (name file verification).

V. Program Statistics

A. Block Watcher Enrollment (based upon issued control numbers).

1982 - 22,000
 1983 - 18,236 (40,246 total)
 1984 - 13,232 (53,478 total)

B. Calls-for-Service (identified)

1982 - 8,976 (avg. 25/day)
 1983 - 11,258 (avg. 31/day)
 1984 - 10,587 (avg. 29/day)

C. Arrests Credited (verified)

1982 - 263 persons
 1983 - 267 persons (530 total)
 1984 - 230 persons (760 total)

D. Block Watch Signs Installed (since 25 July 82)

1982 (July-Dec.) - 32 signs
 1983 255 signs (287 total)
 1984 265 signs (552 total)

E. Participation Groups/Organizations (visible/structured)

- 1. Associations, etc. - 84
- 2. "Block" Groups - 64

(60% participation and signs installed)

Police Department
 Baltimore, Maryland

General Order 6-81

28 December 1981

E-5

Subject: Baltimore Neighborhood Watch Program

BACKGROUND

The Baltimore Neighborhood Watch Program is a community based program involving law abiding members of the community volunteering to assist in the maintenance of peace and public safety within their immediate neighborhood. The program is designed to enhance neighborhood security through an awareness of the impact which can be generated when neighbors simply pay careful attention to what is going on in their community and immediately report suspicious activity to their police department.

POLICY

It has been the long standing policy of this department, whenever possible and practicable, to provide assistance to all lawful and constructive efforts of citizens within the community whose primary objectives focus on the mutually beneficial effect of reducing the incidents of crime and the debilitating effects associated with the fear of crime.

PURPOSE

It is the purpose of this order to establish and promulgate required action expected of members of this agency, supportive of the Baltimore Neighborhood Watch Program, to include program development, promotion and coordination.

SCOPE

- I. Baltimore Neighborhood Watch Program
See -- Annex A
- II. Block Watchers
See -- Annex B
- III. Neighborhood Block Watcher Filing Card
See -- Annex C

REQUIRED ACTION

Neighborhood Watch Coordinator

At the direction of the Chief of Patrol the Neighborhood Watch Coordinator will coordinate the administration and implementation of the Neighborhood Watch Program as defined in this written directive. The Neighborhood Watch Coordinator will report directly to the Chief of Patrol who is responsible for the initial implementation of this program.

G.O. 6-81 - Subject: Baltimore Neighborhood Watch Program

REQUIRED ACTION

Assistant District Commander

The Assistant District Commander shall insure a viable citizen involvement in a Neighborhood Watch Program complementing the district's overall crime resistance efforts.

NOTE: Crime resistance efforts can include but shall not be limited to:

- a. Individuals who wish to become involved in a highly visible program which provides the citizens involvement in a structured and organized Neighborhood Watch Program. See Annex A - Baltimore Neighborhood Watch Program.
- b. Individual Block Watchers who wish to discreetly volunteer information useful in the suppression of crime but who require their identity remain anonymous. See Annex B - Block Watchers.

The Assistant District Commander shall be responsible for liaison with the Community Services Division, the District Commander and the Neighborhood Watch Program and provide requisite reporting via Chain of Command of the progress of crime resistance efforts effectuated by the individual Neighborhood Watch Program components.

District Community Relations Sergeant

At the direction of the Assistant District Commander the Community Relations Sergeant shall:

- a. Develop, promote and coordinate the implementation of a highly visible neighborhood watch program in which citizens can actively participate in an organized and structured neighborhood group.
- b. Actively pursue the enlistment of concerned citizens of the community who wish to discreetly provide information regarding criminal activity in their neighborhood and who wish to remain anonymous.
- c. Solicit and identify persons who can serve as organizers and program coordinators in each individual neighborhood. District Community Relations Sergeants should be guided in their selection process by the input provided by existing civic, professional, social and senior citizen groups.
- d. Issue a unique identification number consisting of not more than five (5) digits. The first of the five (5) digits shall indicate the district, and the remaining set of up to four (4) digits the Block Watcher number. Two (2) cards shall be made for filing within departmental files.

G.O. 6-81 - Subject: Baltimore Neighborhood Watch Program

An indexing system of cards/numbers shall be maintained by the district of origin and the Neighborhood Watch Coordinator. See Annex C - Neighborhood Block Watcher Filing Card.

Communications Division Emergency Call Clerks

All Emergency Call Clerks, upon receipt of a call for service from anyone identifying himself as a Block Watcher will accept this in lieu of detailed identification. The Clerk shall document on the complaint card in the block designated "Complaint" the words "Block Watcher" and the identifying number provided by the caller.

Communications Division Dispatcher

Dispatchers when assigning a call to a patrol unit received from a Block Watcher shall so advise the unit providing the Block Watcher number.

Patrol Division Responding Units

Police Officers advised the call on which they are dispatched was received from a Block Watcher shall, when completing the applicable field report, indicate in the beginning of the narrative section in bold letters - "Block Watcher" and include the Block Watcher Identification Number.

Police Officers shall also include the dispatch of calls for service initiated by a Block Watcher and the identity number on their Daily Activity Sheet, Form 339 in the Source of Complaint Column.

Central Records Division

Central Records Division shall insure copies of field reports identified as complaints received from a Block Watcher are forwarded to the Baltimore Neighborhood Watch Program Coordinator.

Public Information Division

The Director, Public Information, shall provide professional assistance to the various Baltimore Neighborhood Watch Programs as regards media promotion of their crime resistance efforts.

G.O. 6-81 - Subject: Baltimore Neighborhood Watch Program

EFFECTIVE DATE

This Order shall be effective on the date of publication.

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

ANNEXES

- A. Baltimore Neighborhood Watch Program
- B. Block Watchers
- C. Neighborhood Block Watcher Filing Card

Distribution "A"
Plus All Civilian Employees
Plus All Departmental Bulletin Boards

I certify that I have read and fully understand this Order.

Signature

ANNEX A (Baltimore Neighborhood Watch Program) to General Order 6-81

Police Department
Baltimore, Maryland
28 December 1981

Baltimore Neighborhood Watch Program

Baltimore Neighborhood Watch Program, participants involved in a highly visible structured organization, is based upon the need for a crime prevention program which will enhance neighborhood security, heighten the community's power of observation, and encourage mutual assistance and concern among neighbors.

- are to:
- The primary objectives of Baltimore Neighborhood Watch participants
- A. Maintain a cooperative system of visible surveillance over one another's property, while on patrol within their respective neighborhood.
 - B. Report suspicious activity or persons or crimes in progress to the police - accurately and immediately.
 - C. Mutually assist and encourage by actively soliciting the accomplishment of home security inspections, target hardening and property marking activities by all neighborhood residents.
 - D. Decrease attempts to commit crimes through their high visibility neighborhood patrols in concert with a well publicized program promoting their crime prevention actions and other assistance provided this department.

The Baltimore Neighborhood Watch Program organizational structure shall consist of a coordinator, Block Watch Captains, and Block Watchers.

The Baltimore Neighborhood Watch Coordinator schedules and directs the activities of the selected Block Captains and Block Watchers participating in the program. He/she assists with recruitment efforts for additional neighborhood residents into the program. Acts as a liaison with this department and disseminates information communicated to them to Block Captains and Block Watchers.

The Block Captains encourages his neighbors participation in the program. He/she acts as a base station for "Operation Identification". In this manner neighbors are supplied with "Operation Identification" materials, and are encouraged to contact those neighbors who have not participated in the program. Acts as a liaison with this police department and disseminates any information communicated to them which may lead to the solution of a crime. They distribute crime resistance materials to those neighborhood residents who were unable to attend meetings. Block Captains cooperate and assist the Neighborhood Watch Coordinator.

ANNEX A to General Order 6-81

Block Watchers act as the eyes and ears for their neighbors and this department, by reporting suspicious activity. They study crime resistance materials furnished to them, and participate in "Operation Identification" and home security surveys. Block Watchers check neighbor's homes when not occupied. They cooperate and assist the Block Captains.

Participants will be provided a unique identification number which shall be issued by the respective District Community Relations Sergeant. The number shall consist of not more than five (5) digits. The first of the five (5) digits shall indicate the district, and the remaining set of up to four (4) digits the Block Watcher number.

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

Distribution "A"
Plus All Civilian Employees
Plus All Departmental Bulletin Boards

ANNEX B (Block Watchers) to
G.O. 6-81

Police Department
Baltimore, Maryland
28 December 1981

Block Watchers

Although the Baltimore Neighborhood Watch Program is designed to accommodate varying levels of participation, from the individual homeowner to neighborhood groups, discreet individual action, anonymous and independent of the efforts of others should not be discouraged.

People enlisted in this endeavor, observe suspicious activities and crime and report the information to this department.

These individual efforts of citizen surveillance and reporting have a potentially significant impact on crime by increasing the risk of apprehension and promoting greater crime prevention and deterrence.

Participants will be provided a unique identification number which shall be issued by the respective District Community Relations Sergeant. The number shall consist of not more than five (5) digits. The first of the five (5) digits shall indicate the district, and the remaining set of up to four (4) digits the Block Watcher number.

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

Distribution "A"
Plus All Civilian Employees
Plus All Departmental Bulletin Boards

ANNEX C (Neighborhood Watch
Filing Card) to G.O. 6-81

Police Department
Baltimore, Maryland
28 December 1981

FRONT

BALTIMORE POLICE DEPARTMENT
NEIGHBORHOOD BLOCKWATCHER
81 / 157

Code Number

Name _____ Age _____

Address _____ Zip Code _____

Phone Number _____ Post Number _____

Community Association _____

BACK

Date Entered Program: _____

File Updated / Initials

Auxiliary Police yes no

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

Distribution "A"
Plus All Civilian Employees
Plus All Departmental Bulletin Boards

Police Department
Baltimore, Maryland

General Order 6-81
28 December 1981

AMENDED
13 August 1982

E-5

Subject: Baltimore Neighborhood Watch Program

PURPOSE

The purpose of this Amendment is to append General Order 6-81.

REQUIRED ACTION

Members shall add the following information to SCOPE and ANNEXES in General Order 6-81, dated 28 December 1981.

SCOPE - after item III.

IV. Neighborhood Block Watch Sign Program

See -- Annex D

ANNEXES - after item C.

D. Neighborhood Block Watch Sign Program

Members shall insert the attached Annex to General Order 6-81 after Annex C.

EFFECTIVE DATE

This Amendment shall be effective on the date of publication.

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

Distribution "A"
Plus All Civilian Employees
Plus All Departmental Bulletin Boards

ISSUED
13 August 1982

Police Department
Baltimore, Maryland
28 December 1981

NEIGHBORHOOD BLOCK WATCH SIGN PROGRAM

BACKGROUND

The threat, fear, and intimidation caused by the criminal element is one of the most compelling problems facing society today. Crime isolates people in their own homes causing them to become suspicious of, and in some cases afraid of, their neighbors. Yet neighborhoods with little inter-residential communication are more vulnerable to crime than are those where neighbors communicate and cooperate with each other on a regular basis. A new kind of anti-crime program starting to take hold in neighborhoods around the city seeks to promote such communication and cooperation among neighbors as an effective counter-measure to crime. There has been a program established to install Neighborhood Block Watch Signs in those communities where a "Block Watch" program is in effect.

This program was established under the authority of Ordinance Number 696 of the Baltimore City Code which was signed into law on June 25, 1982.

PROCEDURE

- I. Applications for the installation of Neighborhood Block Watch Signs shall be made available to persons requesting signs by the Neighborhood Watch Coordinator and District Community Relations Sergeants -- see Appendix 1.
- II. Processing of Applications:
 - A. Upon receipt of an appropriate application, the Neighborhood Watch Coordinator shall issue a unique numerical identifier to the application.
 - B. The Police Commissioner, or his designee, shall review the block or area identified and any other information necessary for processing the application.
 - C. Verification of the participation of 60% of all households within the area making application in the Neighborhood Block Watch Sign Program shall be made by the Neighborhood Watch Coordinator with the cooperation of the Assistant District Commander of the district wherein the area is located.
 - D. Upon verification of all necessary information the application shall be validated by the Neighborhood Watch Coordinator and notification made to the requesting parties.
 - E. Should an application be denied, the Neighborhood Watch Coordinator shall state the reasons for denial and inform the applicant.
- III. Records of all applications shall be maintained by the Neighborhood Watch Coordinator.
- IV. A copy of verified applications will be forwarded to the Commissioner of Transit and Traffic.

APPENDIX

1. Neighborhood Block Watch Sign Application Form

Frank J. Battaglia
Frank J. Battaglia
Police Commissioner

ISSUED
13 August 1982

Police Department
Baltimore, Maryland
28 December 1981

BALTIMORE POLICE DEPARTMENT
Neighborhood Watch Coordinator
601 East Fayette Street
Baltimore, MD 21202



APPLICATION FOR
NEIGHBORHOOD BLOCK WATCH SIGNS

POST	REPORTING AREA	STREET CODE	APP. NUMBER
------	----------------	-------------	-------------

DO NOT WRITE ABOVE THIS LINE --- OFFICIAL USE ONLY

NAME:

ADDRESS:

TELEPHONE: (HOME)

(WORK)

ORGANIZATION/GROUP:

DATE:

NO. SIGNS WANTED:

DO NOT INCLUDE CASH OR CHECKS WITH THIS APPLICATION. PAYMENT IS REQUIRED ONLY AFTER APPROVAL.

INSTRUCTIONS:

1. FILL IN ALL INFORMATION REQUESTED. TYPE OR PRINT LEGIBLY.
2. RETAIN ONE COPY OF APPLICATION FOR YOUR RECORDS.
3. LIST EACH STREET INCLUDING HUNDRED BLOCKS AND NAME FOR WHICH SIGNS ARE REQUESTED IN SPACES PROVIDED.
4. COMPLETE THE DRAWING INDICATING THE STREETS FOR WHICH SIGNS ARE BEING OBTAINED.
5. MAIL APPLICATION TO THE ABOVE ADDRESS.

READ THE INFORMATION BELOW

IN ORDER TO BE CONSIDERED FOR THE NEIGHBORHOOD BLOCK WATCH SIGN PROGRAM A NEIGHBORHOOD GROUP, GROUP OF RESIDENTS, OR COMMUNITY ASSOCIATION SHALL SUBMIT AN APPLICATION TO THE POLICE COMMISSIONER, OR HIS DESIGNEE, INDICATING THE COLLECTIVE DESIRE OF AT LEAST SIXTY (60%) PERCENT OF THE HOUSEHOLDS IN THE BLOCK OR AREA WHERE SIGNS ARE DESIRED. THE BOUNDARY OF THE BLOCK AND AREA WITHIN THE NEIGHBORHOOD BLOCK WATCH BLOCK OR AREA SHALL BE CLEARLY IDENTIFIED ON THE APPLICATION.

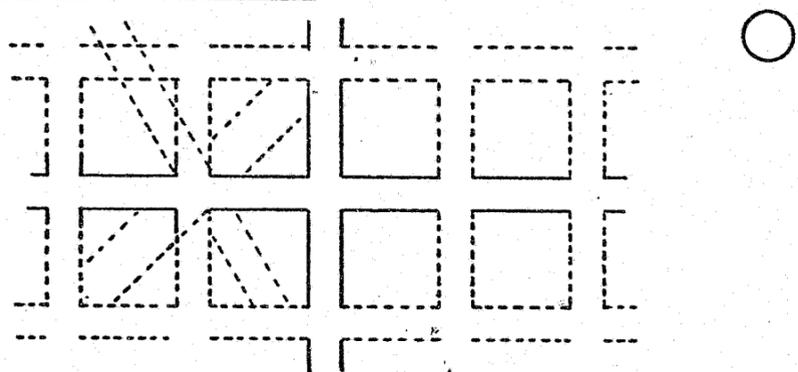
UPON RECEIPT OF AN APPROPRIATE APPLICATION, THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL REVIEW THE BLOCK OR AREA IDENTIFIED AND ANY OTHER INFORMATION REQUIRED BY THE POLICE COMMISSIONER NECESSARY TO THE COMPLETION OF THE APPLICATION. THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL APPROVE OR DENY THE APPLICATION. WHEN AN APPLICATION IS DENIED, THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL STATE THE REASONS FOR THE DENIAL.

THE COMMISSIONER OF TRANSIT AND TRAFFIC SHALL AUTHORIZE THE INSTALLATION OF NEIGHBORHOOD BLOCK WATCH SIGNS IN THE BLOCK OR AREA FROM WHICH THE APPLICATION WAS APPROVED.

THE NEIGHBORHOOD GROUP, GROUP OF RESIDENTS OR COMMUNITY ASSOCIATION WHICH HAS RECEIVED APPROVAL FOR THE INSTALLATION OF THE NEIGHBORHOOD BLOCK WATCH SIGN SHALL PURCHASE SIGNS APPROVED BY THE POLICE COMMISSIONER AND ALL OTHER MATERIAL NECESSARY TO THE INSTALLATION OF THE SIGNS. THE SIGNS SHALL BE INSTALLED BY THE DEPARTMENT OF TRANSIT AND TRAFFIC. ANY PERSON(S) OR ORGANIZATIONS MAY VOLUNTEER TO PAY THE FEE.

STREETS TO BE POSTED (INCLUDE HUNDRED BLOCKS):

COMPLETE HAND DRAWING OF STREETS TO BE POSTED:



SIGNATURE _____ DATE _____

OFFICE USE ONLY:

VERIFIED: _____ DATE: _____

SIGNS INSTALLED (NUMBER): _____ DATE: _____

WHEN APPLICATION IS VERIFIED WITH AUTHORIZED SIGNATURE, APPROVAL FOR INSTALLATION OF SIGNS IS COMPLETED.

SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS APPLICATION, PLEASE CONTACT THE NEIGHBORHOOD WATCH COORDINATOR AT 396-2702.

POLICE DEPARTMENT
BALTIMORE, MARYLAND

ORDINANCE No. 696

An Ordinance concerning
NEIGHBORHOOD BLOCK WATCH

For the purpose of establishing a program to provide for the installation of signs in neighborhoods that have a block watch program; defining certain terms; providing for a procedure to apply for signs; providing for the administration of the program in the Police Department in consultation with the Department of Transit and Traffic and the Department of Finance; providing for a fee to pay for the signs; and generally relating to the creation of a program to install signs in neighborhood block watch areas.

By adding to Article 1 — Mayor, City Council and Municipal Agencies to come under new subtitle "Neighborhood Block Watch Signs"

Sections 190-194

Baltimore City Code (1976 Edition, as amended)

Section 1. Be it ordained by the Mayor and City Council of Baltimore, That Section(s) of the Baltimore City Code (1976 Edition, as amended) be added, repealed, or amended, to read as follows:

Article 1 — Mayor, City Council and Municipal Agencies

Neighborhood Block Watch Signs

190. Legislative findings.

The Mayor and City Council of Baltimore hereby find and declare that the threat fear and intimidation caused by the criminal element is one of the most compelling problems facing society today. Crime isolates people in their own homes, causing them to become suspicious of, and in some cases afraid of their neighbors. And yet, law enforcement officials tell us that neighborhoods with little inter-residential communication are more vulnerable to crime than are those where neighbors communicate and cooperate with each other on a regular basis. A new kind of anti-crime program starting to take hold in neighborhoods around the city seeks to promote such communication and cooperation among neighbors as an effective counter measure to crime. This ordinance sets up a program to install signs

in those neighborhoods where a neighborhood Block Watch Program is in effect and it should be liberally interpreted so that it will achieve its anti-crime goals.

191. Definitions.
For the purposes of this subtitle the following terms shall have the meanings listed below.

(a) An "area" shall mean an area consisting of more than one block;

(b) A "block" shall mean all of the properties on both sides of a given street existing between two consecutive intersecting streets;

(c) "household" shall mean all persons occupying a single housing unit (i.e. house, apartment, group of rooms, or single room intended for occupancy as separate living quarters);

(d) "neighborhood Block Watch block or area" shall mean a block or an area designated in an application filed pursuant to Section 192 in which signs provided for in this subtitle may be erected.

192. Procedure.

There is established a Neighborhood Block Watch Sign program to promote an anti-crime posture in neighborhoods and between the neighborhoods and City officials. The program shall be available to all qualified residential blocks and areas of the City. In order to qualify for the program such blocks and areas shall meet the criteria set forth in this subtitle and any rules and regulations established by the Police Commissioner in consultation with the Commissioner of Transit and Traffic and the Director of Finance under the requirements of this subtitle. This procedure shall be as follows:

(a) Application. In order to be considered for the Neighborhood Block Watch Sign program a neighborhood group, group of residents, or community association shall submit an application through the Police Commissioner to the Commissioner of Transit and Traffic indicating the collective desire of at least sixty (60) percent of the households in the block or area to have signs placed. The boundary of the block and area within the Neighborhood Block Watch block or area shall be clearly identified on the application.

(b) Upon receipt of a valid application, the Police Commissioner, in consultation with the Commissioner of Transit and Traffic, shall review the block or area identified and any other information required by the Police Commissioner necessary to the completion of the application. The Police Commissioner, in consultation with the Commissioner of Transit and Traffic shall approve or deny the application. When an application is denied the Police Commissioner or his designee shall state the reasons for the denial.

(c) The Commissioner of Transit and Traffic shall authorize the installation of Neighborhood Block Watch Signs in the block or area from which the application was approved.

193. Signs.

The neighborhood group, group of residents or community association which has received approval for the installation of the Neighborhood Block Watch Sign shall purchase signs approved by the Police Commissioner and all other material necessary to the installation of the signs. The signs shall be installed by the Department of Transit and Traffic. Any person(s) or organization may volunteer to pay the fee.

194. Administration of the program.

The Police Commissioner, in consultation with the Commissioner of Transit and Traffic and the Director of Finance, shall promulgate rules necessary to carry out the provisions of this subtitle. The Police Commissioner shall also administer the program.

Effective 25 July 1982

BALTIMORE POLICE DEPARTMENT
Neighborhood Watch Coordinator
601 East Fayette Street
Baltimore, MD 21202



APPLICATION FOR
NEIGHBORHOOD BLOCK WATCH SIGNS

POST	REPORTING AREA	STREET CODE	APP. NUMBER
DO NOT WRITE ABOVE THIS LINE --- OFFICIAL USE ONLY			
NAME:			
ADDRESS:			
TELEPHONE: (HOME)		(WORK)	
ORGANIZATION/GROUP:			
DATE:		NO. SIGNS WANTED:	

DO NOT INCLUDE CASH OR CHECKS WITH THIS APPLICATION. PAYMENT IS REQUIRED ONLY AFTER APPROVAL.

INSTRUCTIONS:

1. FILL IN ALL INFORMATION REQUESTED. TYPE OR PRINT LEGIBLY.
2. RETAIN ONE COPY OF APPLICATION FOR YOUR RECORDS.
3. LIST EACH STREET INCLUDING HUNDRED BLOCKS AND NAME FOR WHICH SIGNS ARE REQUESTED IN SPACES PROVIDED.
4. COMPLETE THE DRAWING INDICATING THE STREETS FOR WHICH SIGNS ARE BEING OBTAINED.
5. MAIL APPLICATION TO THE ABOVE ADDRESS.

READ THE INFORMATION BELOW

IN ORDER TO BE CONSIDERED FOR THE NEIGHBORHOOD BLOCK WATCH SIGN PROGRAM A NEIGHBORHOOD GROUP, GROUP OF RESIDENTS, OR COMMUNITY ASSOCIATION SHALL SUBMIT AN APPLICATION TO THE POLICE COMMISSIONER, OR HIS DESIGNEE, INDICATING THE COLLECTIVE DESIRE OF AT LEAST SIXTY (60%) PERCENT OF THE HOUSEHOLDS IN THE BLOCK OR AREA WHERE SIGNS ARE DESIRED. THE BOUNDARY OF THE BLOCK AND AREA WITHIN THE NEIGHBORHOOD BLOCK WATCH BLOCK OR AREA SHALL BE CLEARLY IDENTIFIED ON THE APPLICATION.

UPON RECEIPT OF AN APPROPRIATE APPLICATION, THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL REVIEW THE BLOCK OR AREA IDENTIFIED AND ANY OTHER INFORMATION REQUIRED BY THE POLICE COMMISSIONER NECESSARY TO THE COMPLETION OF THE APPLICATION. THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL APPROVE OR DENY THE APPLICATION. WHEN AN APPLICATION IS DENIED, THE POLICE COMMISSIONER, OR HIS DESIGNEE, SHALL STATE THE REASONS FOR THE DENIAL.

THE COMMISSIONER OF TRANSIT AND TRAFFIC SHALL AUTHORIZE THE INSTALLATION OF NEIGHBORHOOD BLOCK WATCH SIGNS IN THE BLOCK OR AREA FROM WHICH THE APPLICATION WAS APPROVED.

THE NEIGHBORHOOD GROUP, GROUP OF RESIDENTS OR COMMUNITY ASSOCIATION WHICH HAS RECEIVED APPROVAL FOR THE INSTALLATION OF THE NEIGHBORHOOD BLOCK WATCH SIGN SHALL PURCHASE SIGNS APPROVED BY THE POLICE COMMISSIONER AND ALL OTHER MATERIAL NECESSARY TO THE INSTALLATION OF THE SIGNS. THE SIGNS SHALL BE INSTALLED BY THE DEPARTMENT OF TRANSIT AND TRAFFIC. ANY PERSON(S) OR ORGANIZATIONS MAY VOLUNTEER TO PAY THE FEE.

LAWBREAKER BEWARE!

THIS COMMUNITY
PROTECTED BY...

NEIGHBORHOOD BLOCKWATCHERS



STREETS TO BE POSTED (INCLUDE HUNDRED BLOCKS):

COMPLETE HAND DRAWING OF STREETS TO BE POSTED:

SIGNATURE _____ DATE _____

OFFICE USE ONLY:

VERIFIED: _____ DATE: _____

SIGNS INSTALLED (NUMBER): _____ DATE: _____

WHEN APPLICATION IS VERIFIED WITH AUTHORIZED SIGNATURE, APPROVAL FOR INSTALLATION OF SIGNS IS COMPLETED.

SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS APPLICATION, PLEASE CONTACT THE NEIGHBORHOOD WATCH COORDINATOR AT 396-2702.

PA/011

LAWBREAKER BEWARE!

THIS COMMUNITY
PROTECTED BY...

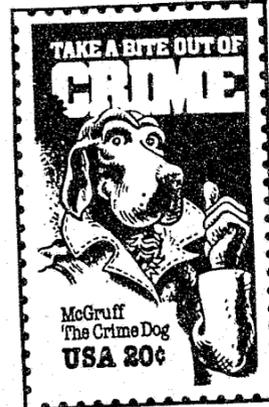
NEIGHBORHOOD BLOCKWATCHERS





NEWS

From The
Baltimore Police Department
Crime Resistance Unit



© 1984 U.S. POSTAL SERVICE
ALL RIGHTS RESERVED

STAMPING OUT CRIME

The U.S. Postal Service unveiled a commemorative stamp featuring McGruff, the crime dog, and the slogan "Take A Bite Out of Crime" on September 27, 1984 at the Main Baltimore Post Office. Police Commissioner Bishop L. Robinson and other dignitaries attended the ceremony kicking off October, 1984 as "National Crime Prevention Month".

The Baltimore Police Department invites everyone to join in the effort to further reduce crime in our City. Heed McGruff's advise and "Take A Bite Out Of Crime" in your neighborhood!



Block Watchers Top 50,000 Mark!

Criminals in Baltimore are now playing to an audience of more than 50,000 persons who have enrolled in the Block Watcher Program. These citizens are on the look-out for the potential criminal, and are reporting suspicious activity to the Police using their special "Identity Numbers" allowing them to remain anonymous. This vital link between the public and local law enforcement has contributed significantly to reduction of crime in many neighborhoods. The message "Lawbreaker Beware" appears on over 440 signs throughout the City where Block Watchers maintain their vigil. To join these Block Watchers contact your District Community Relations Sergeant or call 396-2702.



Baltimore Police Department
CHILD PROTECTION PROGRAM

Fingerprinting Service

The Baltimore Police Department will fingerprint your child free of charge as part of our Child Protection Program. Locations are publicized on radio, TV, and in your newspaper, or call 396-2441 for information. Copies of prints are not retained by the Police Department.

NOW THAT WE'VE MADE AN IMPRESSION
Watch for safety tips to help protect your child.

THE GREMLINS ARE COMING!



An abundant supply of gremlins, ghosts and witches seeking Halloween treats will soon come to Baltimore's neighborhoods, and with them will come the many hidden dangers children face while trick or treating. Some simple safety precautions by parents can help to protect their children from harm, and insure an enjoyable holiday.

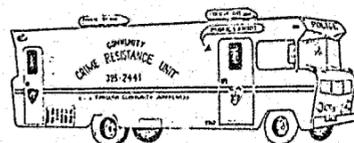
Remember -

- . An adult should always accompany children on their "treating" rounds.
- . Stay in the local neighborhood, and make visits during the afternoon and early evening hours.
- . Check your child's treats before he or she eats them. Do not allow them to eat anything that appears questionable.
- . Make sure costumes are short enough to prevent tripping and that your child is easily visible to drivers at night. Small bits of reflective placed on the costume are a good idea.
- . Be sure the costume is non-flammable.
- . Masks should not interfere with vision or breathing.
- . Have your child carry a flashlight, and make sure they cross streets safely, looking both ways and using marked cross walks.
- . Instruct your child not to enter anyone's home. They should wait outside on the steps or porch.
- . Teach your child respect for other people's property.



**WE PAY CASH
FOR TIPS ON CRIME
METRO CRIME ALERT**

will pay up to \$1,000.00 for information leading to arrest and indictment of criminals.
CALL 276-8888 ANYTIME
You do not have to give your name.



Coming Next Month:
Crime Prevention Tips for the Holiday Season!



NEWS

Baltimore Police Department

Crime Resistance Unit
500 E. Baltimore Street 21202
396-2441

TAKE A BITE OUT OF
CRIME

Bishop L. Robinson, Commissioner

November, 1984

Vol.4 No.11



HOLIDAY SAFETY TIPS

FROM McGRUFF

The holidays are a special time of the year, but they're also a time when people are especially vulnerable to burglary, theft and other crimes. Take some tips from me, McGruff, the Crime Dog, and make your holidays happy.

Have A Safe Shopping Spree

Protect Your Home

- . Walk and park only in well lighted areas.
- . Always lock your car doors after entering or leaving your car.
- . Have your keys in hand so you don't have to linger before entering your car. Check the back seat and under the car before you get in.
- . Never leave your children alone at home, in a car, or in any public place.
- . Teach your children if they get separated from you in a shopping mall, they should go to a cashier and say they are lost.
- . Pay with check or credit cards when you can, and don't "flash" your cash.
- . Don't leave packages on the car seat. Lock them out of sight in the trunk.
- . Don't display gifts where they can be seen from a window or doorway.
- . Be extra cautious about locking doors and windows when you leave the house, even for a few minutes.
- . Teach your children not to play with tree lights or electric connections.
- . Immediately after the holidays, mark new gifts with your license number or other I.D.
- . Use only fire resistant ornaments on your tree and make sure lights are in good working order. Place the tree in wet sand to keep it green.
- . Never burn paper wrappings in your fireplace.
- . If you go away, get an automatic timer for your lights and radio. Have a neighbor watch over the house, pick up the mail and park in the driveway from time to time.



and THINK...Don't Drink & Drive

Drunk drivers spoil the holidays for themselves and hundreds of others every year. Don't let yourself or a loved one become a statistic in 1984. When you drink alcoholic beverages be sure not to drive, and make sure that friends or family don't either.

When you Drive:

- . Buckle Up - fasten your seat belt!
- . Protect Children - in child safety seats and seat belts!
- . Drive Safely - obey all traffic laws and watch out for the other guy.

METRO CRIME ALERT

Have you witnessed a crime recently? If so, what was your response? If you ignored it, maybe you should reconsider. The information you possess may give the police just the edge they need to solve the crime.

There is a way to report your information that may even result in your receiving a cash award. It's called Metro Crime Alert, a non-profit organization that has worked hard to control crime in Baltimore City and in Baltimore, Anne Arundel, and Howard Counties.

Metro Crime Alert has a hotline which is operated 24 hours a day and is staffed by law enforcement personnel. Arrests are not based solely on called-in information. And all claims are carefully checked by the police. When a citizen calls the hotline, 276-8888, the caller is issued an identification number. The caller is never asked to reveal his or her name and address. The identification number must be used later when a caller wants to determine the status of a case and whether a reward will be made. This is done by calling 244-8888 two weeks after the initial call.

But getting a person to make the initial call is

most important. The news media is the primary means by which Metro Crime Alert involves the public in the active process of fighting crime. Media publicity has encouraged many more calls than would normally be received because it serves as a constant public reminder of the crimes, and the awards.

Since it began in 1981, Metro Crime Alert has solved over 225 cases including 140 armed robberies and 27 homicides. It has also authorized rewards in the amount of \$42,350.00

If Metro Crime Alert is to be successful in the future, all citizens must help the organization by reporting crime-related information. Only then will they help make the criminal the victim instead of themselves.

METRO CRIME ALERT
276 - 8888



Holiday Gift List

A gift that provides protection from injury or crime is a special way to say that you care. Here are a few suggestions:

- Smoke Detector
- Fire Extinguisher
- Rechargeable Emergency Light
- Child Safety Seat
- Electric Engraver
- Automobile Alarm
- Deadbolt Locks
- Window Locks
- Door Viewer

Baltimore Police Department

CHILD PROTECTION PROGRAM

FOR YOUR CHILD'S CRIME SAFETY:

- 1) NEVER LEAVE YOUR CHILD UNATTENDED WHILE SHOPPING - NOT EVEN FOR A FEW MINUTES IN THE SHOPPING CART OR YOUR AUTOMOBILE.
- 2) TEACH YOUR CHILDREN ABOUT STRANGERS:
 - NEVER TO GO WITH A STRANGER
 - NEVER TO ACCEPT GIFTS (money or food)
 - ENCOURAGE CHILDREN NOT TO BE SCARED OF LAW ENFORCEMENT PERSONNEL.
 - ENCOURAGE YOUR CHILDREN TO NOTIFY LAW ENFORCEMENT PERSONNEL WHEN THEY ARE CONFRONTED BY STRANGERS.
 - ENCOURAGE YOUR CHILD TO KNOW HIS COMPLETE NAME AND ADDRESS.
 - TEACH YOUR CHILD TO CALL THE POLICE IF SOMETHING IS WRONG.



NEWS

Baltimore Police Department

Crime Resistance Unit
500 E. Baltimore Street 21202
396-2441

Bishop L. Robinson, Commissioner



TAKE A BITE OUT OF
CRIME

December, 1984



As the holiday season rapidly approaches and 1984 draws to a close, the citizens of Baltimore can reflect back on a year of significant gain in the fight to reduce crime in their city. The Baltimore Police Department salutes those who have participated in the various Crime Resistance programs and have contributed toward making Baltimore a safer and better place to live.

May each of you enjoy a Happy and Crime Free Holiday!

500 Signs!

On November 29th, 1984, Commissioner Bishop L. Robinson and other dignitaries, including Councilman Martin E. "Mike" Curran, gathered together at 6100 MacBeth Drive to install the 500th "Lawbreaker Beware" Neighborhood Watch Sign. The 500th sign was installed for the Glen Oaks Improvement Association, Inc. which represents approximately 850 households in the north Baltimore Community.

Neighborhood Watch signs may be purchased and installed by those communities which achieve a participation level of 60% of all households in the block or area in which signs will be posted. Area residents purchase their sign and hardware at a cost of \$21.00 to \$31.00, and installation is provided free of charge by the Baltimore City Department of Transit & Traffic.

The Baltimore Neighborhood Watch Program currently has an enrollment of more than 53,000 persons who act as additional

eyes and ears for their Police Department by reporting suspicious or criminal activity in their community. Since the program began in January, 1982 Block Watchers have been instrumental in the arrest of over 740 criminals for offenses such as Homicide, Burglary, Narcotics Violations and others.



To become a Block Watcher in your neighborhood contact your Police Community Relations Sergeant in the district where your live or call 396-2702.

... IT'S THE LAW

Maryland State Law requires that children under three years of age must be secured in federally approved child safety seats, and youngsters three or four years old must also be secured in approved safety seats or standard seat belts when riding in passenger cars (Class A) or multipurpose vehicles (Class M).

Exceptions to the law are provided for medical reasons with a written note from a doctor, or where there are more children than safety belts (provided all belts are in use).

Operators who violate the provisions of this law are subject to a \$25.00 fine.

Why?

- * Car accidents, sudden stops, and swerves kill or injure more children than any disease.
- * Over 1600 pre-school children are injured in car crashes in Maryland each year. Many are handicapped for life.
- * Proper use of safety seats and seat belts can reduce injuries and deaths by 50% to 70%.

"The Child Crusher"

Holding a small child in your arms is called "the child crusher position". The American Academy of Pediatrics states: "A 10 pound baby in a 30 MPH crash would be ripped from your arms with a force of almost 300 pounds. It's like falling from a three story building. ... your child would be crushed between you and the windshield and dash!"

Please Obey the Law -- and remember, your children need you alive and healthy too - Always Buckle Up!

(Information from Project K.I.S.S. and Maryland Dept. of Transportation)



Property that is easily identified is hard for a burglar to dispose of. Marking your property can reduce the chance that it might be stolen, and increase the possibility of its return to you if it is taken.

Mark Your Valuables with your drivers license identification number followed by the letters "MD". A typical marking should look like this:

A-000-000-000-000-MD

Your identification number is located on the first line of your Maryland Drivers License or Age of Majority Card in the block marked "Identification No." Engrave the number exactly as it appears on the card.

Include your identification number even on property that has a manufacturers serial number to make your property more recoverable.

Record Description of Valuables by completing a list of the property including serial and model numbers. Photos can be taken of jewelry, silver, and other property which cannot be marked. In case of burglary or theft property can be readily described.

For additional information on "Operation Identification" contact the Crime Resistance Unit or your District Community Relations Sergeant.



METRO CRIME ALERT

will pay up to \$1,000.00 for information leading to arrest and indictment of criminals.
CALL 276-8888 ANYTIME



Baltimore Police Department

Crime Resistance Unit
500 E. Baltimore Street 21202
(301) 396-2441

... For Your Information ...

Bishop L. Robinson
Commissioner

"Preventing Armed Robbery"

Finding yourself face to face with an armed robber is a prospect no one wants to experience, but by realizing that the possibility does exist and through careful planning you can prevent a hold-up.

By projecting the image you are prepared for the possibility of a robbery, and that you are alert for suspicious persons the robber may be convinced to look elsewhere.

CASH CONTROL: Reduce the temptation (and the loss)!

- establish a suitable cash limit.
- place extra cash in a locked receptacle (preferably a "drop safe") which the employee cannot open.
- post the fact that there is a cash limit and that the clerk cannot open the safe in a prominent place.
- make bank deposits as often as practical (at least once a day).

VISIBILITY: Spot potential problems!

- position cash registers to allow employees to see outside and spot "suspicious persons". (Report any suspicious persons or vehicles to Police immediately).
- keep front doors and windows clear of posters so that persons outside can see in (to observe a hold-up).
- provide adequate lighting both inside and outside your business (and on the parking lot) at night.
- Use special mirrors to allow employees to observe the entire premises.



ROUTINES: Don't be predictable!

- avoid setting patterns by varying activities and times from day to day.
- Use different routes and times when making bank deposits - but never make other stops. Go directly to the bank. Use various containers (briefcase, paper sack, etc.) for money.
- arrive and leave your business at slightly different times. Periodically have someone (an employee) with you.

SUSPICIOUS PERSONS: Criminals hate to be noticed!

- watch outside for persons in parked cars or telephone booths who could be casing your business.
- watch inside for "customers" who seem to be loitering or glancing around the store.
- report suspicious persons to the Police and request an officer respond to check things out.

ALARMS: Be prepared to sound off!

- purchase alarms only from reputable firms. Compare costs and features.
- if an alarm is installed post this fact on your door or window.
- never attempt to activate the alarm during a robbery unless you can do so safely, and never use the alarm for any purpose except an actual robbery.

For additional information contact the Baltimore Police Crime Resistance Unit at 396-2441.

CASH REWARDS FOR INFORMATION LEADING TO THE ARREST AND INDICTMENT OF CRIMINALS.

Support



It Works.

Metro Crime Alert, Inc.
P.O. Box 5393 • Baltimore, Maryland 21209 • 337-9770



Baltimore Police Department

Crime Resistance Unit
500 E. Baltimore Street 21202
(301) 396-2441

... For Your Information ...

Bishop L. Robinson
Commissioner

Commercial Burglary

More than half the commercial burglaries committed involve small businesses. Most of these were targeted because they presented an opportunity and could have been prevented. An Awareness of your building's vulnerable areas and how to make your business as unattractive to burglars as possible will greatly reduce the odds of your property being broken into.



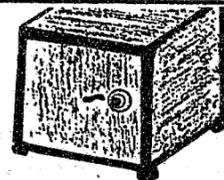
The following is a checklist of items to compare against your present security procedures.



"LOCKING UP"

- Replace or reinforce inadequate doors. If any doors are out-swinging, use non-removable hinge pins.
- Reinforce rear and side doors with crossbars or auxiliary locks.
- Deadbolt locks should be installed on all doors.
- Secure accessible windows with grating, "pinning" or by replacing glass with polycarbonate.
- Make sure any air ducts, skylights, hatchways, basement and sidewalk openings are properly secured.
- Use only hardened steel pad-locks and hasps installed with carriage bolts, making sure bolt heads are covered when the hasp is closed.
- Implement a key control system.
- When locking up, be careful not to lock a burglar inside. Check all bathrooms, closets and other hiding places.

"SAFE"-TY

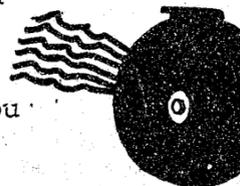


- Keep only a limited amount of cash on premises. Make frequent, irregular bank deposits.
- Use only a "burglar-resistant" safe anchored to the floor in a well-lighted, highly visible location.
- Leave empty cash drawers open after hours to prevent damage.

LIGHTING UP & SOUNDING OFF



- Use vandal-resistant light fixtures to light up all entrances and alleys.
- Remember to leave some interior lights on after closing.
- Install an alarm system and file a Night Reference with Police.
- Post a notice in clear view that shows you have an alarm.



CLEAR VIEW

- Do not place high displays or posters near or on windows that could keep passersby (or police) from seeing in.
- Remove all shrubbery and debris from windows and doors - don't give a burglar a place to hide or climb.

OPERATION IDENTIFICATION



- Business as well as residences can benefit by engraving valuable property for identification.

IF ALL ELSE FAILS

....and you discover a break-in, don't enter the building, or if you are already inside, leave immediately - the burglar might still be there. Call the Police immediately.

If you would like any further information, or are interested in having a Security Survey done of your business, please contact the Baltimore Police Department, Crime Resistance Unit at 396-2441.



Baltimore Police Department

Crime Resistance Unit
500 E. Baltimore Street 21202
(301) 396-2441

... For Your Information ...

Bishop L. Robinson
Commissioner

Shoplifting & Theft

Recognizing a potential shoplifter is easy if you simply remember that it could be anyone who enters your shop. The shoplifter comes in all ages, from all professions, and all family backgrounds. He or she could be shabily dressed, or neatly and expensively attired. Your best defense against losses to shoplifters does not rely on recognition of any specific "type" of person.

"BARRIERS TO THEFT"

PHYSICAL: make it difficult for the potential thief to operate!

- * place cash registers and convex mirrors in positions which allow employees to monitor the store and its contents.
- * arrange counters and displays so merchandise can be readily viewed by store personnel.
- * place merchandise which is easily concealed, and expensive items in locked display cases.
- * keys to display cases should be kept in the possession of designated personnel. Never leave keys on hooks, tables, desks, or other places where they might be stolen.
- * alternate the direction of hangers on clothes racks and install security devices to protect merchandise.

PROCEDURAL: institute practices & policies as deterrants to theft!

- * greet each person who enters, and make eye contact. Let them know that you are aware of their presence - the last thing a shoplifter wants is a lot of attention.
- * wait on only one person at a time. Be alert for distractions or diversions, especially when showing expensive items.
- * check identification/price tags (especially on jewelry, watches, etc.) to be certain an item has not been switched (substituted) after handling by a customer. Show expensive items one at a time.

PROCEDURAL (Con't)

- * be alert for persons wearing bulky coats or carrying large shopping bags, large handbags, partially opened umbrellas, folded newspapers, etc.
- * establish an Employee Alert System.

EMPLOYEE ALERT SYSTEM: A simple Employee Alert System can effectively prevent thefts by increasing observation and awareness among personnel. Such a system is easy to implement and costs nothing! This is how it works.

- * upon observing a suspicious "customer" the employee should keep him or her under close watch, and communicate their suspicions to fellow employees.
- * this may be accomplished with a simple pre-planned "code word" made in a calm, conversational tone. (Example: "Be sure to complete the (code word) order today." The employee might indicate the person by way of a simple nod or other gesture which would not be easily noticed by others.
- * on hearing the code word the second employee should relay the alert to other employees in the vicinity, and continue until all personnel are alerted.
- * subsequent actions to be taken depend upon the type of suspect (sneak thief, switch artist, etc), and the individual policies of the retailer regarding the specific circumstances. All employees should be cautioned to avoid confrontation of a potentially violent or armed suspect.

BE INFORMED: know exactly where you stand!

- * we strongly encourage merchants to become thoroughly familiar with the laws and their rights regarding shoplifting and theft by contacting their legal counsel or the State's Attorney's Office.

BE TOUGH: stick to a policy of prosecuting shoplifters and advertise it.

For additional information contact the Baltimore Police, Crime Resistance Unit at 396-2441.

END