

CRIME ALERT

CHINESE NEW YEAR ADVISORY

The Chinese New Year is approaching. We would like to reiterate the importance of staying vigilant, intensifying security and adopting crime prevention measures at all premises.

2 This period is an opportune time for criminals to commit housebreaking arising from the closure of offices due to the long weekend over the Chinese New Year period from 6 to 9 February 2016. Acts of crime can be prevented if adequate crime prevention measures are adopted such as the following:

- Install good quality locks and grills to secure your gates, doors and windows;
- Install CCTVs and alarm systems and ensure they are in good working condition;
- Do not leave large amounts of cash or valuables in the office premises;
- Ensure that office electronic equipment such as computers or laptops are secured to the office desks;
- Keep an updated inventory list with serial numbers for all the office items and equipment; and
- Appoint a staff who is not going overseas during the Chinese New Year period to be the contact person for the company. This is to facilitate liaison should there be any incident reported relating to the company.



POLICE

**TO PROVIDE INFORMATION
CALL POLICE HOTLINE
1800-255 0000**

