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at 2-4357[E-Mail Webmaster](#)< back to "[Metro on Alert](#)" article**Who to Call if You See Suspicious Activity**

- LASD Watch Commander -- 323-563-5000
- Rail Operations Control -- 323-563-5022
- Bus Operations Control -- 213-922-6280
- Metro Security Control -- 213-922-7600

**'Guide to Security' booklet is blueprint of anti-terrorism measures.**

- LASD booklet is available in the Dorothy Peyton Gray Transportation Library>



Metro employees are asked to review anti-terrorism measures demonstrated in terrorism classes conducted recently by LASD deputies Brita Kjellstrand and Ban Nguyen.

A 16-page pamphlet, titled "What You Can Do To Help," was mailed to every employee. Wallet cards with emergency phone numbers was also distributed. Additional copies are available in the Dorothy Peyton Gray Transportation Library and Research Center on the 15<sup>th</sup> floor of the Gateway Building.

In a memo sent by e-mail to every employee, CEO Roger Snoble urged everyone to review the booklet and phone numbers immediately.

The memo underscored the booklet's key points:

**Suspicious Activity**

*Remember that suspicion is based upon:*

- Where someone is
- When they are there
- What they are doing
- *Not* upon race, color, ethnicity or gender

*What to look for:*

### **People who are:**

- In an unauthorized or restricted area
- On agency property without proper ID, uniform or safety gear
- In the wrong place or who appear lost
- Quickly exiting an area after abandoning a package
- Loitering, staring or watching employees and customers
- Unfamiliar couriers, repair personnel, utility crews or other employees who are in the wrong place
- Taking photos of equipment and secure areas

Cars, trucks, motorcycles and bikes parked or standing in out-of the way places or strange locations; vehicles that appear to be overloaded or sagging

### **Suspicious Packages and Devices**

Suspicion is based upon the type and location of the package.

*What to look for:*

A package that:

- Is left or intentionally placed in an out-of-the-way location where it is not easily seen
- Is an abandoned item or container such as a thermos, propane canister, fire extinguisher or piece of pipe
- Has visible wires, batteries, a clock or timer, or has bottles, tanks or bags attached
- Is abandoned by someone quickly leaving the area
- Includes a bag, box or package emitting an odor, mist or oily liquid

### **Prevention**

- Look for and report security weaknesses
- Broken fences or doors
- Malfunctioning locks
- Inadequate or non-working lighting
- Follow correct practices and procedures
- Wear proper uniform and badge
- Carry and display ID

- Keep all appropriate doors, gates and compartments closed and locked

### **Conduct proper vehicle inspections**

Include security sweeps in pre- and post-trip inspections.

### **Gather Complete Information**

Accurate, detailed and relevant information regarding location, status, victims, indicators and circumstances regarding an observation will increase the effectiveness and timeliness of the response to the situation.

### **Reporting Information**

Should you see something or someone that strikes you as suspicious or otherwise unusual, immediately notify dispatch, control or your supervisor or notify law enforcement or other Metro security contacts.

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