



## COLLEGES AND UNIVERSITIES

BusinessSafe is based on the idea that certain businesses and industries may be exploited by terrorists who portray themselves as honest customers seeking to purchase, lease or somehow appropriate certain materials, licenses and/or services to covertly further a terrorist plot.

The following are general indicators of potential terrorist planning or activities. Alone, each indicator can result from legitimate recreational or commercial activities or criminal activity not related to terrorism; however, multiple indicators combined with other information may possibly suggest a terrorist threat.

- Physical surveillance, which may include note taking or the use of binoculars, cameras or maps near key facilities.
- Attempts to gain sensitive information regarding key facilities or personnel through personal contact or by telephone, mail or e-mail.
- Attempts to penetrate or test physical security and response procedures at key facilities.
- Attempts to improperly acquire explosives, weapons, ammunition, dangerous chemicals, flight manuals or other materials which could be used in a terrorist attack.
- Suspicious or improper attempts to acquire official vehicles, uniforms, badges, access cards or identification for key facilities.
- Presence of individuals who do not appear to belong in the workplace, business establishment or near a key facility.
- Behavior which appears to denote planning for terrorist activity, such as mapping out routes, playing out scenarios, monitoring key facilities and timing traffic flow or signals.
- Stockpiling suspicious materials or abandoning potential containers for explosives (e.g., vehicles or suitcases).

The following examples of activity relating to Colleges or Universities, though not fully inclusive, may be of **possible** concern to law enforcement:

- The unexpected and unusual withdrawal at any time of a child because his or her family is suddenly returning to their former country overseas. (Including reports you receive from other teachers, school administrators at other area schools alleging similar, sudden withdrawals.)
- Registration of children into schools without necessary documentation (i.e. birth certificates or immunization records) or with documentation that does not match the individual or does not appear authentic or has been altered.
- Unusual inquiries from strangers regarding school hours (i.e., arrival and dismissal times), pupil attendance or population (i.e., ethnic or religious composition of the student

body), the presence of security measures in place (or lack thereof), etc. Also, queries made by individuals who do not appear to be interested in registering their children.

- Reports of individual(s) videotaping or photographing the school building or making observations of the activity relating to school functions.
- Alarming or unusual statements made by a student regarding an approaching date.
- The parking of a suspicious vehicle in the school's parking lot or in proximity to the school building.
- The loss or theft of any chemicals or hazardous substances located in school laboratories.

Only approach or question a suspicious person if you feel comfortable. If you feel uncomfortable or threatened, seek assistance. Ask the person questions such as:

- May I help you with anything?
- May I see some identification?
- Who are you visiting?
- What is the purpose of your visit?

If the person refuses to answer or respond to your questions or does not answer the question to your satisfaction, attempt to escort them to a public area and notify your supervisor or manager. Avoid detaining or getting physical with the suspect. Make sure to note individual's original location. Focus on their behavior and physical characteristics and keep them in your sight until law enforcement arrives.

Your impressions and assessment based upon your professional business experience are extremely valuable and should help guide you in determining if a customer request, a fact pattern, or set of circumstances is unusual.

Please remember that the conduct of an individual will not necessarily be criminal in nature. Suspicious incidents should be reported immediately to your local law enforcement agency, Crime Stoppers, or your regional FDLE office. You may also email a tip regarding a suspicious incident utilizing the link on the [BusinessSafe homepage](#).

For all emergencies, call "911."