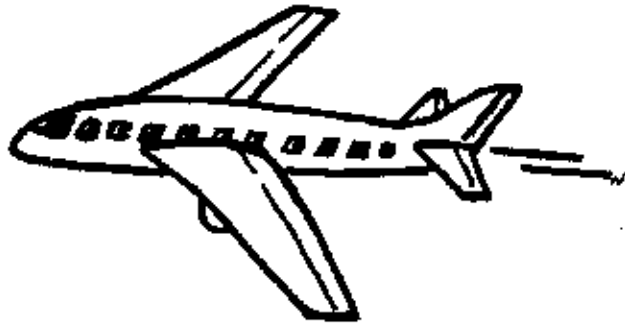


## Safety Tips

We want you to be safe. This brochure will help you when attending OPSEU functions and when travelling for pleasure.



## Travelling by air

- Pack lightly so that you can handle your own luggage.
- Luggage tags should have flaps so that your name and address aren't visible. You may want to use the address of your destination or your work address.
- Use your initials, not your first name, when making travel arrangements.

## On the street



- Avoid short cuts through parks, vacant lots and unlit areas.
- Do not carry too many packages.
- Walk near the curb, away from alleys and doorways.
- If you are being followed, cross the street (safely), go into the nearest public place and request assistance from the staff and/or call the police.



## Travelling by car

- Have keys handy when going to your car.
- Do a circle check of your car before getting in; check both interior and exterior.
- Never leave your keys in the ignition.
- Keep doors and windows locked at all times.
- If you have a flat tire, drive on it until you get to a safe area, pull over as far to the right as possible and stay in the car. Put four-way flashers on, ask someone to call the CAA or police. Don't get out of your car.
- Place CALL POLICE (911) sign (available from OPP offices) in rear window if stranded. Lock yourself in your car.
- Do not stop for stranded motorists; call police for them at your earliest convenience.
- Park near the exit or in well lit areas of parking garages. Never use an unlit lot.
- Lock parcels, luggage and valuables out of sight in the trunk.
- Be alert to vehicles or persons following you into the garage. Leave if you feel uncomfortable or sound the horn.
- Keep your purse out of sight.
- If you carry a cellular phone, keep it charged and near at hand.
- Never keep spare keys in your car.
- Never give anyone access to your car, talk through the window.

- Always ensure you have enough gas.
- If you suspect someone is following you, drive to the nearest service station, drive-in restaurant or police station and blow your horn to attract attention.



## Using public transit

- Try to avoid isolated bus stops, wait in well lit areas.
- Sit near the driver or other women.
- If someone bothers you, tell the driver immediately.
- Remain alert to what's happening around you, especially in crowded places.
- Be aware of loud arguments, bumps and other incidents. They may be staged to distract you while a thief lifts your wallet or grabs your purse.
- Carry only what you need. Don't carry excess cash, credit cards and documents in your wallet or purse.
- If your pocket is picked, contact the police immediately and give them as much information as possible.
- In addition to the front car, Toronto subway cars with an attendant are marked by an amber/orange light on the outside. Ride in those cars at night.
- Some Toronto subway stations have designated waiting areas. Use them. A subway station attendant monitors them.

- Sit on seats where your back is to the wall, so you can see the whole car.
- In Metro Toronto, after 9 p.m. bus drivers will stop (where it can be done safely) between stops, to allow you closer access to your destination.

## In your hotel

- Pack lightly so that you can carry your own bags to your room.
- Never give out your room number to anyone you don't know well.
- Have your door key ready when you approach your hotel room.
- On elevators, stay close to the control panel so that you can control a quick exit if you feel uncomfortable or threatened. In an emergency, push as many buttons as possible, especially the emergency stop button.



- If you don't feel comfortable with the people on the elevator, wait for the next one.
- Investigate the location of fire exits.
- Ensure that all connecting doors are locked.
- Review the emergency numbers on the telephone.
- Make sure your balcony door is locked.
- Use your door viewer before you open the door for anyone.
- Hotel staff and repair persons have proper

identification; ask for it before you open the door.

- Use the night lock and chain when you retire for the night.
- Report suspicious people to the hotel security.
- Use the hotel's safety deposit to keep extra cash or valuables.

## Your wallet/purse

- Don't carry a large bulky purse.
- If you carry a wallet, keep it in the front pocket of your pants or jacket.
- Carry your purse close to your side, under your arm if possible.
- Keep your purse closed or zippered. It's easy for a professional pickpocket to lift a wallet from an open purse.
- Carry only the credit cards you plan to use that day.
- Carry an emergency card saying whom to notify in case of an emergency.
- Carry only what you need; leave the rest at home or in the safety deposit at the hotel.

## Have a safe and healthy trip.

Authorized for distribution:

Provincial Women's Committee

Leah Casselman, President



## Have a Safe Trip A guide to safe travelling

prepared for OPSEU members

by the

**Provincial  
Women's  
Committee**

