



# SECURITY BEGINS AT HOME

A handy guide to keep you, your loved ones  
and your home safe and secure.

Trouble is real and it can knock at anyone's door, anytime. It helps to stay safe and enjoy the little pleasures in life. After all, safety and security are some of our most basic human necessities. Without them, we can never truly be at peace.

We realise that the safety of your loved ones is foremost on your mind. With that in mind, we've created this booklet filled with simple, easy to follow tips designed to make your lives safer and more secure.



## WHEN PRESENT IN THE HOUSE

- Install a grill gate and secure your door, windows or balcony with sensors
- Install a Video Door Phone with Infra-Red (IR) facility so that a person can be identified even in the dark
- Close your doors even if you are going out for just 'a minute'. It takes only 8 seconds for a thief to get into your room and steal valuables
- Strangers who offer their services (repairmen, carpenters etc.) should not be allowed to enter your home unless they show an identification card
- All family members must be informed if a person has been called to do some work in your home
- Always look through the peep-hole or Video Door Phone before opening the door
- Get your help/maid registered at the nearest police station
- Perform a background check on your help/maid and always keep photographs of them

- Install intelligent alarm systems that have in-built automatic dialling in case of emergencies. Also feed those numbers into your mobile phone
- Never leave your valuables out in the open. Always keep your valuables and important documents safe in a burglar or fire resistant safe
- Anchor or bolt your safe to the wardrobe or to the ground
- Hide the key of the safe in an uncommon place or use a digital or biometric lock
- Keep telephone numbers of your nearest police station, hospital, fire station etc. handy at home and store them into your mobile
- It is wise to occasionally change the locks on the main door. This will prevent outsiders from using duplicate keys.

Keeping  
trouble away  
is this easy!



SeeThru ST3.5  
Video Door Phone  
I will show visitors  
right on your TV screen.

## SAFEGUARD YOUR HOME, WHETHER AT HOME OR AWAY.

- Make sure your home always looks like someone is still living there
- Keep some lights on
- Let your neighbours know when you are away so they can keep a watchful eye
- Make sure that all the doors, side gates and windows are locked
- Request your neighbour to empty out and collect your mail frequently if you are away for a long duration
- Stop the delivery of newspapers or have them collected by your neighbour
- Install burglar alarm systems and arm them before you leave the house
- Never leave a chit on the door that will inform strangers that there is no one at home
- When called by a stranger, do not reveal any information about your home, who is out or when they will be back
- Install a home CCTV, Video Door Phones and Alarm Systems that enables you to monitor your home from outside
- Lock your valuables in a burglar resistant safe
- Anchor or bolt your safe to a wardrobe or the ground

## When on tour or vacation



**Matrix with I-Warn  
Electronic**  
I will SMS you whenever  
someone tries to open me.

## FOR SINGLE MEN & WOMEN

- Use only your initial and your last name on the name plate and your post box. That way, a stranger won't know whether the occupant is a man or a woman
- Install motion sensors on all doors and windows
- Never open the door without looking through the peep-hole or a Video Door Phone
- Never open the door for an unknown person until a complete proof of identification is presented.
- Carry some non-lethal, self-defence weapon like pepper spray
- Install burglar and fire alarm systems with an automatic telephone facility for emergencies. Also, keep telephone numbers of your nearest police station, ambulance service and fire station.

# Take care of security, single-handedly



**Eagle-I Pro  
Alarm System**

I will instantly alert you on your mobile in case of any intrusion.

# BUILDING SECURITY TIPS

- Generate awareness about your building evacuation plan by:
  - \* Properly marking the directions to the safety exit and fire escape
  - \* Pasting evacuation plans in high traffic areas, such as lobbies, entrances and so on
  - \* Having at least 2 exit routes in case you cannot exit through the primary route
  - \* Providing a fire door exit on every floor, above the 4th floor
- Insist on hiring security guards only from top security agencies and perform background checks on them. Also, get them registered to the nearest police station and keep a photograph of them
- Light up the compound and grounds
- Do not allow hawkers or vendors to enter into the building without permission or authentication
- Record details and verify the identity of the people entering or leaving the building

- Be alert when entering an elevator, keep a look out for who else is in the elevator or coming in on other floors
- Ensure that the parking is well lit at all times
- Set up surveillance systems like CCTVs, alarms, etc.
- Always be aware of your surroundings and your neighbours' activities
- Keep a First Aid Kit in an easily accessible location
- Install a multi-apartment Video Door Phone to ensure that no stranger can enter or leave the building without your knowledge
- Keep emergency numbers posted in easily accessible locations and make the security guard aware of the same
- Provide fire fighting equipment on every floor

Complete security  
is fingertips away!



**Ritz Home Safe**  
I will shout and alert you whenever  
someone tries to open me.

## FIRE SAFETY TIPS

### TO PREVENT FIRE HAZARDS

- Install and maintain proper fire alarms and smoke detectors with Automatic Dialling Facility (ATD). Store the phone numbers of the nearest fire station, ambulance service and your mobile number in the Automatic Dialling Facility (ATD)
- Install fire doors on every floor above the 4th floor
- Make sure a fire extinguisher is compulsory on the lobby of every floor
- Have regular fire drills to train society members in handling fire emergencies and become aware of the evacuation plans and the sound of the fire alarms
- Get your belongings and home insured
- Perform a background check on your help/maid and always keep photographs of them
- Check the gas nozzles every night and keep it switched 'off'
- When an electronic gadget is not in use, ensure it is unplugged
- Ensure that your home wiring has been installed by qualified electrical contractors
- Insist on electrical safety devices like MCB and ELCB switches
- Teach and educate your children about the Do's & Don'ts of fire emergencies
- Plan an assembly point and inform everyone about it
- Take extra precautions during festivals and monitor children when bursting fire crackers

Don't play with fire.  
Be safe, be happy.



**Safire  
Electronic**  
I will protect your documents  
from fire.

## FIRE SAFETY TIPS

### IN CASE OF FIRE HAZARDS

- Do not panic
- Call the fire department and ambulance service immediately
- Feed the emergency numbers in the speed dial of the alarm so that time on communication is saved
- Alert all the family members without creating panic
- Do not use the lift during a fire in your building or apartment, leave the premises by the nearest available exit as quickly as you can using the staircase
- If you are trapped in your room or building during a fire, try to stop the smoke and fire from getting into your room. Use wet towels, blankets or spare clothes to block the gaps in the doors and open the windows
- If your clothes catch fire, drop yourself down and roll on the ground. Do not panic or run, it will make the fire burn faster and lead to more injuries or burns
- When trying to escape a room engulfed with smoke, protect yourself from choking. Crawl through the room on your knees, as cool and clean air can be found a few inches from the floor

Prevention is  
better than fire



**Centiguard**  
I will protect your  
documents from fire.



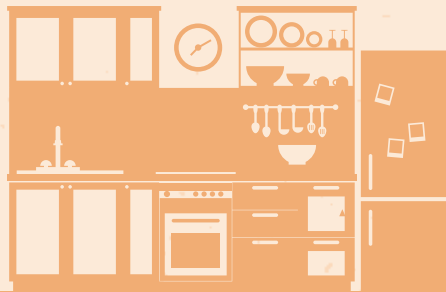
## FIRE SAFETY TIPS

### FIRES DUE TO LPG GAS CYLINDERS

#### IF YOU SMELL GAS

- Do not operate electrical switches
- Ensures that the stove knobs are in the OFF position
- Do not light a matchstick even to detect the leakage of LPG
- Switch OFF the pressure regulator by turning the knob clockwise to the OFF position
- Open all doors and windows
- If the smell persists, call your gas distributor immediately. For emergencies after office hours or on holidays, call your nearest emergency service cell

Smell trouble?  
Don't ignore, prevent.



#### PRECAUTIONS WHILE WORKING IN THE KITCHEN

- Do not wear nylon or other such fabrics when cooking
- Never leave cooking appliances unattended when in use
- Never try to repair, adjust or inspect any part of the gas installation yourself. Call for an expert.
- Never use the rubber tube if it has cracks or is more than 2 years old. Call an authorized mechanic to inspect the installation once every two years
- Do not install the cooking appliance on the floor
- Do not keep a stove on a wooden table without an asbestos sheet over it
- Gas should never be used in a poorly ventilated room
- Never install a gas cylinder below ground level, or in cellars or basements
- No other heating device (like an electric oven or a kerosene stove) should be placed within one meter of a gas appliance
- Do not use any covers on the rubber tube, T-point connection or on the cylinder trolley in your gas installation
- Never leave the regulator in the ON position overnight
- If you smell gas, never light the stove



**Superia**

I will protect your valuables  
from extremely strong attack.

## SECURITY TIPS FOR YOUR CHILDREN

- If your child stays alone at home during the day, then it is safer to install a safety door or a double door
- Install video door phones at the door for visitor interaction so that opening the door is not necessary
- Children should be taught not to give out any personal information on the telephone
- Children should be taught not to talk to strangers unless they are in trouble or need some help
- Teach your child never to accept chocolates or food from strangers or take a ride in their car
- Make sure you teach your child important things like his or her full name, address and home telephone number. Your child should know your office telephone number and your mobile number to contact you
- Never leave a hot cup of coffee or tea lying around on a shelf where a small child or a toddler can reach it. Take care not to leave knives and other objects like matches, lighters etc. within reach of them
- If you are planning to have a baby sitter or someone take care of your child at home while you are away at work, make enquiries before employing them. Ask friends and relatives for references. After employing one, ask your child about the experience with the baby sitter
- Always keep a first aid kit at home and teach your child how to use it
- Install home CCTV cameras that enable you to monitor your children if they are alone at home
- Always leave a pair of extra keys with a neighbour in case of emergencies.
- Install alarm systems with sensors and smoke detectors. Integrate the automated dialling facility (ATD) and feed your mobile number along with the numbers of the nearest police station, ambulance service and fire station.

Keeping children safe  
is now child's play



SeeThru ST7  
Video Door Phone  
I enable you to talk with visitors at  
the door from anywhere at any time

## SECURITY TIPS FOR SENIOR CITIZENS

- Install sensors and alarm systems on doors and windows. Opt for automatic dialling facilities with health related emergency numbers
- Ask for photo identification from service or delivery people before letting them in. If you are worried, call the company to verify
- Do not open the door to strangers. Instead, use a peep hole or the convenience of a wireless video door phone
- Always have a thorough check before appointing a maid or other household help and always get them registered with the nearest police station
- Do not let people know when you are alone at home
- If possible, install a burglar alarm. Keep emergency numbers like the hospital, nearest police station, doctors, etc. on speed dial so that time is not wasted on communication
- Know the telephone numbers of your neighbours/family members
- Never keep a lot of cash, jewellery or valuables at home and out in the open. Keep it secured in a safe
- Anchor or bolt your safe to the wardrobe or to the ground
- Reach out to other senior citizens and organise systems to assist each other in emergencies

Absolute essential  
Security Tips.  
Miss at your own risk!



**e-Bio Home Safe**  
I will open only when you  
scan your finger.

## GENERAL SECURITY TIPS

- Never walk alone in a secluded area. Always walk in areas with a lot of traffic
- Don't carry money or valuables that you cannot afford to lose
- Do not publicize the fact that you are carrying expensive things
- If you are walking alone at night, do not walk near cars parked by the roadside or anything that could possibly conceal a potential ambusher
- If you regularly go for jogs or walks alone and you perceive any threat to your life or valuables, vary your routes and timings to minimize the possibility of someone lying in wait to assault you. Carry a non-lethal weapon like pepper spray for additional protection
- When using public transportation, sit near a companion, fellow passenger or the conductor. Avoid the seats near the exit as far as possible
- When seated near an open window, protect your belongings from being stolen by any person reaching through the window
- Keep the approximate fare separately before you leave home. Avoid opening your handbag or showing your wallet
- Be alert and remain vigilant to your surroundings. Keep your eyes open till you reach your destination
- While walking on the street, you can come across many types of unwanted situations like fires, riots, looting, brawls, etc. Resist the impulse to get involved and shield yourself against the action
- If by any chance you are witness to a crime, send for help, don't be the help. You should attempt to give personal assistance only if you are confident that there is no danger or risk to you
- Immediately notify the concerned authority if you spot an unidentified object
- Do not touch any such object before it has been thoroughly examined

Make every day  
a secure day!



**Citadel**

I offer mighty strong protection  
thanks to my double walled design.

## MYTH BUSTER

**My wardrobe is sufficient to protect my valuables.**

A wardrobe is meant to store clothes. If you think that they can secure your valuables then you need to think again. What you need is a Home Safe to secure precious valuables like jewellery, thanks to its build and strength.

**A safe is a safe. All safes are of standard strengths.**

The strength and resistance level of each safe varies depending on their usage. For eg. Standard strength, Normal strength, High strength and Extreme strength. It is important to note that to keep your high value items safe you need a safe with High Strength whereas a Standard strength safe is for keeping your daily need items safe. Again, a burglar resistant safe won't protect valuables from fire. So it's always advisable to choose a safe wisely depending on the strength levels and its usage to the user.

**My door peephole is an adequate safety measure.**

A Video Door Phone is a far safer and an even more convenient option than a peephole. Thanks to its advanced technology that allows you to attend to visitors at the door from anywhere.

**I have a double door that keeps me and my family safe.**

A Double door, dogs or even watchman security are no match to the security provided by a Video Door Phone or Alarm System. They are made using advanced technology that keeps you safe by letting you see who's at the door without even opening the door.

**Age old ways of hiding money in the kitchen dabba or under the bed are the safest and most convenient ways to keep it Home Safe.**

Old ways of storing money would not hold good in today's world. You need a home safe that is an advanced and reliable way to safeguard your valuables.



I have nothing to keep in a safe. All my valuables are in a bank locker.

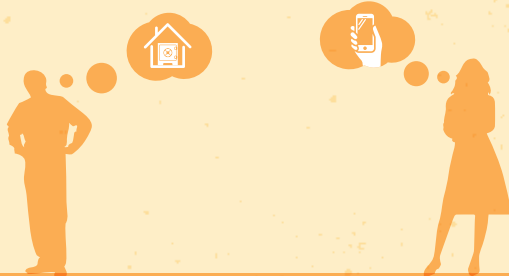
The biggest advantage of a home safe is that you can access the daily need valuables on a daily basis, unlike a bank locker. This offers you convenience and safety at home both at the same time.

What if someone runs away with my safe and the valuables inside?

Do not worry. Godrej Home Safes can be firmly grounded and fixed so that no one can take them away. In addition, some safes have an in-built alarm or I-Warn feature that instantly alerts the owner on his mobile in case of any untoward incident.

Where do I buy hi-tech home security products?

Godrej Home Safes are easily available not only at all Godrej Stores but also at Hardware shops, Furniture shops and retail giants like Croma etc. In addition, you can call 08067928435 to find the nearest Godrej store.



## EMERGENCY HELPLINES

Service	Telephone
Ambulance	102
Emergency Response Service for Medical, Police and Fire Emergencies. Available in AP, Gujarat, Uttarakhand, Goa, Tamil Nadu, Rajasthan, Karnataka, Assam, Meghalaya, MP and UP	108
Local Police	100
Fire Service	101
Drugs 24-hour CARE helpline for alcoholism and drug addiction	(040) 2779 0278, 0984 826 3919
HIV/AIDS	1800 180 2008 (from BSNL/MTNL phones only) 0172 2662172 (from all lines)
Child Abuse	1098
Domestic Abuse and sexual violence	181
Suicide/Crisis Line 24-Hour Helpline	(044) 2754 6669
Anti-Poison	1066
Cancer Helpline	99 105 16562
Emergency Contraception Jansankhya Sthirata Kosh, New Delhi National helpline providing information on reproductive health issues. One of the first national helplines. JSK provides information on reproductive health issues	(011) 6666 5555 (Toll Free) (Monday to Saturday 09:00-18.00)

Live Safe.  
Lead a Happy Life.



Video Door Phones

Home Safes

Alarm Systems

**Godrej** | SECURITY SOLUTIONS



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