
Employ only mature responsible baby-sitters in whom you have complete trust. Ensure that they are well acquainted with door-opening and telephone- answering procedures and make certain they know where you can be reached and where the emergency numbers are located.

Secure upper story windows accessible by trees, low roofs, or balconies and sliding glass or French doors. Every home should have fire and safety equipment. Light and radio timers, a few inexpensive toys or other objects on the front lawn, daily mail clearance, and newspaper cancellation will avoid advertising an empty residence.

Escape routes should be planned and discussed in advance. In high-risk areas, a safe haven is also desirable. An unobtrusive interior room with a sturdy door, a heavy lock and hinges, a radio or telephone and emergency supplies is best. The master-bedroom is often used as a safe-haven. If possible, it should have an emergency exit. A window in a safe-haven, for example, could have a grill or shutter hinged and locked from the inside with the key located permanently close by.

8. KIDNAPPING-Behaviour and Procedures

Kidnappings and hostage takings vary from incident to incident. The following general suggestions will apply in most cases. Your first reaction may be to struggle or at least to make provocative comments. Never attempt to fight or struggle and avoid provocative comments. Try to follow the terrorists' initial orders. They may be unstable individuals who can react irrationally. Request special medicines or medical attention immediately if you have a disease or physical condition which requires treatment. After the first moments are over, try to establish some kind of rapport with your captors. Whenever possible, take mental note of their characteristics, their habits, surroundings, speech mannerisms, and what contacts they make. Make a mental note of all movements including times in transit, direction, distances, speeds, landmarks along the way, special odors, and distinctive sounds like bells, construction, voices, etc. Do not discuss what action may be taken by your family, friends, or the Mission. You cannot expect a good opportunity to escape. An attempt to escape should not be made unless it has been carefully calculated to insure the best possible odds for success.