

Realtor Safety Protocol

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Phase 1:

- ☐ Background check(s)
- ☐ Notify Trusted Person:
 - ☐ Who
 - ☐ What
 - ☐ Where
 - ☐ When
 - ☐ Contact Information

Phase 2:

- ☐ Arrive early
- ☐ Notify arrival to Trusted Person
- ☐ Check Perimeter:
 - ☐ Property
 - ☐ Fence
 - ☐ Exterior of Structure
- ☐ Main Structure:
 - ☐ Announce presence
 - ☐ Rooms
 - ☐ Closets
 - ☐ Crawl space
 - ☐ Attic
 - ☐ Door check
 - ☐ Dead spaces

- ☐ Establish barricade point(s)
- ☐ War-game scenarios while you have the location secured.
- ☐ Position to receive client(s)
- ☐ Conduct personal property inventory:
 - ☐ Keys
 - ☐ Wallet
 - ☐ Phone
 - ☐ Self-defense tool(s)
- ☐ Update Trusted Person

Phase 3:

- ☐ Update Trusted Person on client arrival
- !!**
Notify if more than one person arrives or if you were expecting a single person
!!

- ☐ Receive client(s)
- ☐ Establish Hard Time with client

- Do I need to go inside?

Yes:

- Allow client to enter before you
- Do not over-penetrate rooms, stay near exits within 3ft
- Stay Alert

No:

- Remain in safe location outside

- ☐ Stay alert, watching for any unexpected guests

Phase 4:

- ☐ Observe client(s) exit and leave
- ☐ Enter main structure and lock door
- ☐ Clear rooms
- ☐ Check all doors and windows
- ☐ If able, exit out a different door
- ☐ Position inside personal vehicle, lock doors
- ☐ Start vehicle
- ☐ Move from the location
- ☐ Update Trusted Person
- ☐ Go on with day

This checklist is provided for free as a baseline security protocol. This is not intended to prevent any or all criminal activity, merely mitigate risk and exposure to potential threats.

Changes, errors, comments?

Email: ExodusTactical@proton.me



Luke 11:21