



Property Managers/ Building Superintendents

As described in the accompanying letter, *Business Owners Against Terrorism* is based on the idea that certain legitimate businesses and industries may be exploited by terrorists who portray themselves as honest customers seeking to purchase, lease, or somehow appropriate certain material, licenses and/or services to covertly further a terrorist plot.

The following examples of activity relating to your specific business, though not fully inclusive, may be of **possible** concern to law enforcement:

- As the building manager/superintendent for a particular property you receive complaints of transient activity occurring at odd hours of the day or night. Examples may include a number of visitors frequenting a premises during the late night hours and congregating threat on a recurring basis or persons who have been regularly observed moving unidentified objects in and out of the premises under the cover of darkness.
- It comes to your attention that a premise has been discretely modified for storage purposes or “secret locations in the apartment for securing documents, records, arms, and other important items” (Quote taken from Al-Qaeda Training Manual section, “Security Precautions Related to Apartments”).
- The locks and keys have been replaced without prior permission
- An unusual request has been made for building blueprints or such material is missing or stolen
- The décor and furnishings do not match the purported occupation of the leasee (The Al-Qaeda Training Manual cautions: “The cover of those who frequent the location should match the cover of that location.”)
- A strange chemical smell or other unique/distinctive odor can be detected coming from the premises
- Commercial refrigeration units are being used in an apartment or non-commercial property. (Similarly, an unusual number of ice coolers are maintained inside the premises.)
- Containers used for the storage of chemicals or other material, not commonly associated with a residential dwelling or required to operate the purported business at the location, are linked to the premises (e.g., placed in the garbage disposal area).
- Visitors found in your building claim to be lost or appear disoriented
- Maintenance work that is not announced or scheduled takes place
- Deliveries arrive that are not anticipated
- Unknown persons ask for directions or pose questions re: the building’s sensitive areas (utility rooms, HVAC systems, etc.) or security system (cameras)
- Groups of individuals, especially those with no visible means of support, share a common address. (Terrorist operatives will often cohabit to facilitate operational planning. Additionally, they may attempt to position themselves in an area that will ease their surveillance of potential targets.)



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Property Managers/ Building Superintendents - continued

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.

The conduct of an individual will not necessarily be criminal in nature. Please remember if you suspect something, do not take direct action, confront the individual, or reveal your suspicions. Record as many details as possible about the suspect/vehicle/locations and report them to the Orange County Sheriff's Office Intelligence Unit at 407-504-6764 or email Intel@ocfl.net.