

Appendix 5-6

SKILL 1.5 MONITOR DRESSING ROOMS

Dressing rooms are a common location for theft. To monitor dressing rooms, follow the following procedures:

- Make sure that there is only one item on each hanger.
- Limit the number of items taken into the dressing room.
- Keep a record of the items that go into the dressing room.
- Have customers store their personal bags with you or behind the sales desk.
- Ensure that the items that go into the dressing room are the same ones that went in. Check boxes to ensure original product is inside.
- Take any unwanted clothing from the customer and return it to the proper place yourself.
- Keep dressing rooms clean and free of product.
- Never leave dressing room unattended.