

Cash Management Policies: Best Practices

By Crime Prevention Officer, Constable Jonathan Morrice, TPS Div 55

- No cash on premise overnight. In a shoe box in a filing cabinet is not good enough.
- Exception to cash on premise overnight is if it's in an industrial strength safe, secured to the ground.
- Limit cash kept in the till during business hours. Periodic deposits into the safe through the day.
- Establish policies for end-of-day cash deposits:
 - Into secure safe
 - Two people to the ATM

Many variables effect these and cash management policies including:

- Type of business
- Location
- Number & nature of staff
- Hours of operation
- Proximity to banks

For more information, please feel free to contact your local crime prevention officer:

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