

MAKE SURE THAT YOUR DESTINATION ADDRESS IS WRITTEN CLEARLY on the inside and outside of your suitcase. You can further distinguish them by sticking a bright and contrasting piece of electrical tape around them. This unique mark would discourage a thief.

NEVER USE A TERMINAL BAGGAGE LOCKER THAT HAS JUST BEEN VACATED, as it is possible for the previous occupant to have made a duplicate key. When sitting down, the best place to put your luggage is under your legs, and not on the seat next to you. Mentally handcuff your luggage to your wrist and never let it get away from you in any way possible. If you must sleep in a terminal, try to leave your luggage in a locker and push as much of your cash as possible into your underpants or pantyhose.

WHEN LIFTING OR CARRYING HEAVY SUITCASES, USE YOUR KNEES to do most of the lifting, and not your back, as this is a very good way to strain your back. Carrying the suitcase with the lid against your leg will save the contents from tumbling out if the catches accidentally unlock. The handle is also usually offset towards the centre. Carrying even one separate piece of paper in the same hand as a suitcase can weaken your grip by half.

CARRY MONEY AND VALUABLES SAFELY. When travelling, it is a good rule never to carry all your money in one pocket as even the best suit will show a suspicious bulge. The safest pockets are those near the most sensitive parts of the body: the nipples & the crotch. Your side trouser pockets are also good as they are very deep and hard to pick.

A GOOD OVERALL PLAN ON HOW TO CARRY YOUR MONEY IS DESCRIBED HERE: The only money that you should carry in your side coat pockets is change for tips etc., as they are too easy to pick. In your side trouser pockets carry bills of smaller denomination in one pocket and larger denominations in the other, and remember which is which.

YOUR WALLET CONTAINING MOST OF YOUR MONEY should be jammed into the inside jacket pocket, attached with a safety pin. Avoid carrying more money or ID, cheques, etc. than you need for the journey, and never show a large billfold stuffed with notes in public.

IF YOU ARE CARRYING A LARGE AMOUNT OF MONEY, stash most of it in reserve on your person in places that you will never need to reach for it. The following have proved best: A money belt, a specially sewn-in inner waistcoat pocket, an inner jacket pocket with zipper, or in your socks or tights where you can always feel it. You can also fold it in a "wallet" of grubby Kleenex. It is a good idea to use several of these ideas.

A WOMAN'S HANDBAG IS EVEN MORE VALUABLE THAN A MAN'S WALLET

IF YOUR CAR BREAKS DOWN, OR YOU ARE REQUIRED TO PUSH A CAR, the best way to do it is to use the power of your legs, and not your arms or back. Turn your back on the vehicle so that it is your legs plus your weight that do all the work. Dig your heels in, sink the body down, bend the knees and then straighten the legs.

IF FOR SOME REASON YOU ARE EVER ASKED TO ACCOMPANY A POLICEMAN, the best thing to do is to simply go along with him, as if you refuse they could arrest you and then you will have to go along anyway. If they wish to search or frisk you on the spot it is best to let them as it will save a lot of bother, although you could ask a passerby to act as a witness.

AVOID PUTTING YOUR NAME AND ADDRESS ON KEY TAGS, as it would be better to lose them permanently than to have them returned in the hands of an unwelcome intruder.

USE TUNNELS UNDER BUILDING SCAFFOLDS WHERE PROVIDED, as this will protect you from falling objects. Up to 40% of the scaffoldings are in dangerous condition.

PUBLIC TRANSPORT. MOST BUSES AND METROS REQUIRE THE EXACT CHANGE so be sure you always carry plenty. Try to avoid riding in empty buses or metros late at night. If in any crowded situation you are jostled, be polite and excuse yourself to avoid any misunderstanding, without being too profuse about it.

RESIST THE TEMPTATION TO OPENLY LOOK DOWN ON OR SNEER AT ROWDY KIDS as they can rapidly become very vicious with any one of the arsenal of mean weapons that they often carry. When taking the metro, avoid empty cars late at night and stand well away from the edge of the platform while waiting for the train.

BEFORE GETTING INTO A TAXI ASK THE DRIVER HOW MUCH IT WILL COST to take you to your destination in order to avoid gross overcharging. Once in, check that the meter is started at zero, but resist the temptation to give the driver directions, even if he seems to be going in the wrong direction, as he knows the city better than you do, and getting there is more important than being cheated out of a few cents.

KIDNAPPERS. AS MENTIONED BEFORE, CROWDED AREAS SUCH AS SUPERMARKETS, shopping centers and department stores are ideal areas for pickpockets and bag snatchers to work in. However such petty thefts are insignificant in comparison to having your baby stolen while you shop.

LEAVING A BABY UNATTENDED IN A PRAM EVEN ONE MINUTE IS TOO LONG. Baby snatchers are often your unmarried women who want to mother a stolen child with no intention of causing it any harm. They often act on impulse dominated by an overwhelming "love" and tenderness for helpless babies, at the same time disregarding the mental suffering and strain on the part of the

and should have a catch that cannot be opened easily by someone unfamiliar with the design. Keep shoulder bags closed and tucked securely under the cover of your arm or elbow. Dangling bags can be easily cut with a knife by a thief.

PUBLIC TRANSPORT. IT'S ALWAYS A GOOD IDEA TO TRY TO FIND OUT A LITTLE ABOUT THE CITY that you will be visiting ahead of time. Try to get maps of the downtown area, bus and metro lines, etc. You can also get any questions answered by visiting or calling the city Tourist Office upon your arrival.

OFTEN IF IT IS YOUR FIRST VISIT TO A CITY, taking a taxi can be a good investment as this gives you the help and advice of the taxi driver who knows the town intimately. If you are not sure where you will be staying, leave your luggage at the station and once you have found a room and know exactly how to get there, come back to the station for your luggage.

TAKING PUBLIC TRANSPORT IN A NEW CITY when you are unfamiliar with the routes, etc., makes you more dependent on casual help and could be frustrating and time-wasting. In general though, the bus is safer than the metro. Ask the bus driver to let you know when you arrive at your destination. Be polite to them as they have a hard job.

PART TWO: CITY LIVING

HIGHWAYS AND BIWAYS. USE PEDESTRIAN CROSSINGS WHERE PROVIDED & resist the temptation to cross in the middle of the block. One very important thing to remember in living in cities or any place where large groups of people are, is to avoid large crowds like the plague.

WHEN SOME KIND OF DISASTER STRIKES IN AREAS SUCH AS SPORTS STADIUMS, LARGE DEPARTMENT STORES, etc., people are just like lemmings; they disregard the danger until it is too late and then they dive en masse into the sea of catastrophe. So you be different and foresee such situations and avoid them.

LARGE CROWDS ARE ALSO THE FAVOURITE WORKING AREAS OF PICK-POCKETS. Whenever you are pushed or jostled in a crowd, place a hand on the opposite shoulder and press your arm hard against your chest, and move away from the crowd. This shows any pick-pocket that you are a wallet watcher and yet does not reveal which breast pocket your wallet is in.

WHEN WALKING, ALWAYS WALK FACING THE TRAFFIC. This is much safer, and at the same time does not allow anyone on a scooter, etc. to approach you from behind and snatch your purse etc. Be extra careful at night, as your chances of being knocked down accidentally are greater from dusk on. The fact that you can see a car's headlights clearly does not mean that he can see you.

child's mother

SUCH WOMEN DO EXIST and could kidnap any unattended child in a pram, committing one of the most baffling and pathetic crimes that the police are called upon to solve.

LEGAL AFFAIRS. WHEN WRITING CHEQUES remember to fill in every line and space in each cheque with words, numbers or lines drawn straight through. Often our handwritten numbers and letters are so carelessly written that they can be easily altered, or figures and letters can be added.

WHEN IN THE BANK MAKING A WITHDRAWAL of a large amount of money, check that there is no one looking over your shoulder & that you are not followed when leaving the bank. A good idea is to go to the restroom in the bank so that no one will know exactly which pocket has the money. Keep good records of the cheques and withdrawals that you have made and their amounts & verify them with the statement that the bank sends you periodically.

(In Colombia, the thieves work in teams. One will follow you into the bank & if you withdraw a lot, will mark a little "x" on your belt with chalk (as he stands behind you in line). When you leave the bank, the other thief will follow your "x" until you're in a good place & then rob you!)

IF YOU EVER HAVE THE MISFORTUNE TO BE CAUGHT IN A BANK ROBBERY, never try to play the hero if there is the slightest chance of you getting away unhurt. Very few of us have the quick reactions necessary to disarm a desperate robber. If it is a life and death case, then you must take chances, but in most cases your main hope is to follow the directions of the robbers.

IF YOU ARE GOING TO BE MAKING A MAJOR BUSINESS DECISION OF SOME SORT it is best to avoid eating a heavy meal immediately prior to it, as blood is diverted to the stomach and digestive system, making the brain sluggish.

CLOTHING IN THE CITY: SHOES. THE BEST TIME OF DAY TO BUY SHOES is at midday, as the feet are swollen up to their maximum size. Stand up when having your feet measured as your toes will be spread out naturally, giving the correct size. As one foot is usually larger than the other, make sure that the larger foot is not too tight.

WOMEN SEEM TO SUFFER FROM FOOT TROUBLE far more than men, perhaps due to the fact that high heels cause the ankle to bend, putting a strain on the muscle. However, shoes that are too flat do not give enough support. It is worth your while to buy the best shoes that you can afford, as they will last longer and be more comfortable.

WINTER CLOTHING. LONG JOHNS ARE RECOMMENDED IN THE WINTER as they keep most of your body very warm. Even pajamas worn as long underwear are very effective. The head and wrist are two other points where a lot of body heat escapes in cold weather.

BREATHING WITH YOUR MOUTH OPEN IN COLD WEATHER leads to a loss of moisture, drying of the mouth and mild dehydration.

When wearing sweaters, waistcoats etc., keep them tucked into