|  | **Complete** |
| --- | --- |
| Conduct a security review of your site, including access roads, perimeter fencing and boundaries, access to outbuildings, access to main buildings, circulation routes, sensitive areas, plant rooms, storage areas, roof areas | **🞏** |
| Are there effective intruder alarms with appropriate procedures should they be triggered? | **🞏** |
| Are the standard operating procedures of any monitored alarm system documented and communicated to relevant staff | **🞏** |
| Include personal safety of staff out of normal hours in your security considerations  | **🞏** |
| Consider impact of arson on your fire risk assessment | **🞏** |
| Consider you’re immediate and near neighbours, what impact does their business activity have on your site’s security | **🞏** |
| Are your neighbours or tenants a potential target for civil unrest, direct action of some form? | **🞏** |
| Ensure that your security measures do not negatively impact the means of escape in case of fire | **🞏** |
| If you do need additional security on fire escape routes, ensure that any devices can be opened from the inside without the use of a key by any persons who may be present | **🞏** |
| Establish a defect reporting and fix/repair service for broken windows and other malicious property damage | **🞏** |
| Where you have CCTV installed ensure that risk assessments are in place for access by maintenance workers which is likely to involve work at height | **🞏** |
| Have you got suitable emergency procedures including security arrangements in place for all foreseeable risks including:* terrorism and bomb threats
* civil unrest
* gas leaks
* major power cuts
* flood
* poor weather conditions when security staff may experience difficulties getting into work
* major staff disruption, including industrial disputes and pandemics effecting your workforce
 | **🞏** |
| Have you considered the personal safety of your security personnel in your risk assessments? | **🞏** |
| Have you established contact and built a working relationship with the local Police, neighbourhood officers and specialist Police services if necessary for your site | **🞏** |
| Ensure that the security arrangements for staff who travel in the course of their business have been considered by the responsible line manager or human resources | **🞏** |

**Disclaimer**

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