

SITE SECURITY CHECKUP FORM

Exterior Security	YES	NO	N/A
Exterior Lighting is provided in critical areas such as exits, paths of travel, and areas of concern			
Exterior lighting is functioning as it should			
Public access is restricted to only a particular area at facility			
All Doors and Windows inspected at the end of each day to ensure facility is secure before all staff leave facility			
<i>Warning signs posted about No Trespassing after dark</i>			
Fencing is installed and not damaged where needed.			
Is vegetation maintained to allow clear sight lines and reduce concealed area's			
Surveillance			
Building alarm system is in place?			
Building alarm is monitored by a third party?			
Alarm notifications go to the appropriate person?			
Alarm system is tested periodically			
Is the alarm system appropriate for the occupancy? Motion sensor installed where needed			
Surveillance cameras are installed and functioning correctly?			
Footage is stored on a hard drive or cloud for 30 days minimum.			
Camera placement provides 360 degree view of the building's exterior?			
<i>Cameras are placed to identify people entering and exiting critical areas?</i>			
<i>Camera's are placed to observe vehicles entering and leaving the premises?</i>			
Engagement	YES	NO	N/A
<i>Relationship built with local law enforcement agency to include meeting with them at your facility, so they are familiar with your facility</i>			
<i>Request additional patrols by local Law Enforcement during non-business hours</i>			
<i>Vandalism clean up plan in place?</i>			

