

General Security Guidelines

Legal and Other Requirements

Has the organization's Security Policy identified and established requirements for compliance with applicable legal requirements and with other requirements to which the organization subscribes that relate to its Security Risks?

General Security Plan

Purpose.

- State the plan's purpose.

Responsibilities.

- List the people who are responsible for physical security and what their specific responsibilities are related to the physical security of the installation or facility

The Security Plan should address

- Administrative: Policy /Training/Record keeping (Logs, Incident Reporting, Standing Orders)
- Physical: Access control (Barriers, Fences, Walls, Doors, Gates, Locks)/Screening/Searches
- Protection: Employees/Property/Equipment/Information
- Detection/Deterrence: Alarms (IDS)/CCTV/Integrated Systems/Electronic Access Control/Lighting
- Reaction: Proprietary Security Guard Response/Other Contracted External Response
- Prevention: Access Restrictions/Staff Responsibility

Threats, Incident Management and Disaster Management

- Nature of Threats / Countermeasures to be deployed for identified threats
- Work Stoppage/Disturbances
- Bomb Threats/Suspicious Packages
- Theft/Sabotage/Extortion

Site Controls and Layered Protection.

- Exterior Protection / Interior Protection
- Internal Access Control / Exterior Access Control
- Other Physical Controls
- Security of Restricted Areas/Vehicle Access & Procedural Controls
- Contractors Regulations & Control

The organization's Security Plan should:

- identify/designate overall management responsibility for the maintenance and functionality of the Security System and communicate security policies and procedures to staff.
- address Prescreening of employees and minimum employment criteria
- outline a minimum Guard Training standard/certification and deployment equipment