

### WORKSHEET #31: SECURITY AND ACCESS

Each essential function may need a different level of security (locks, locks and guards, secure perimeter fence and guards, etc.) and secure storage needs and availability information. List the alternate facility for each essential function (could be the same for several essential functions) and determine security needs for each.

Area of Responsibility: \_\_\_\_\_

Essential Function: \_\_\_\_\_

Alternate Facility	Number of Personnel	Security Details	Secure Storage Needs and Availability
Example: Fire Hall, 555 Security Drive, Fifty-Five, PA 55555 Call 717-555-5555	25 at a time	Two locked doors; fenced yard; no need for guard unless civil unrest or perceived threat is expected	Lock down cage 15x50 feet fireproof, stores materials in advance, only keys at Acme Transit office, local police department – NO SECURE PARKING ON SITE.

This worksheet is from the National Cooperative Highway Research Program (NCHRP) Project