



Is Your Business Secure?

5 Quick Steps to Check

Take this quick security quiz to examine the security of your business. If you answer "no" to any of these questions, your business may be prone to serious security problems.

1. In regards to your keys

Was the establishment rekeyed recently?

Can all keys be accounted for?

Does a past employee or service provider still have a key?

Tip #1: Think of all the people who have had access to keys to your business: past employees, disgruntled employees, cleaning people, auto repair shops, previous owners. Key control is the most important aspect of your security. If you cannot control who can copy your keys, you cannot control your security.

2. In regards to your doors

Is the primary lock functioning?

Are the other door locks functioning? Rear? Side? Sliding?

Is there a deadlocking latch on the front door?

Are deadlocking latches on other doors? Rear? Storage?

Is there a front deadbolt lock with a minimum of 1" throw?

Does the minimum apply on the rear door or storage?

Are double cylinder or captive thumbturn deadbolts installed in front door or rear door?

Is a high security strike anchored at the front door? Rear? Storage?

Are the front door locksets keyed alike throughout? Rear? Storage? Offices?

Is an auxiliary lock installed on all doors, including the rear, storage and offices?

3. Windows

Are they securely mounted with functioning locks?
Are you as careful about locking windows as you are doors?
Are double cylinder or captive thumbturn deadbolts installed in areas near glass windows, such as the front door or rear door?

Tip #2: Even though door and window security are simple and effective ways to increase the security of your business, they are often taken for granted. Sometimes doors and windows and their locks are made from low-quality, low-security hardware and materials.

4. Office

Are you as careful about locking desks as you are doors?
Are computers securely mounted?
Are all office doors secure?

Tip #3: A good security strategy deters would-be burglars or slows them down past their self-imposed time limits.

5. Exteriors (including garages, sheds and gates)

Is landscaping trimmed for visibility?
Is lighting adequate?
Do fire escapes provide easy access to windows or doors?

Tip 4: Install bright lights with motion detectors around the perimeter of your business and always keep a clear view into and out of your establishment by clearing high brushes or trees.

Are there properly secured locks?
Are padlocks keyed alike to the main doors?
Are overhead doors adequately secured?

Tip #5: Unattached buildings on your property should receive the same attention as your main building. Invest in lighting and locks there, too.

How did your company's security measure up?