



Onsite Security Self-Assessment

For Property Managers



Whether you're managing a residential complex or commercial office building, your security concierge has the potential to add serious value to your property.

But that's not always the case.

A snoozing, sloppy, or downright inattentive security team poses a threat to your brand and building security.

Take this Security Self-Assessment to find out if your security team is adding value or becoming a burden to your business.



Please rate each description from 1-3 (1 being the worst, 3 being the best)

Professionalism

- 1 2 3 Uniform is neat and complete, and appearance is well groomed.
- 1 2 3 Staff arrives to work on time & is present on the job (i.e., no sleeping on the job or eating at the desk).
- 1 2 3 Staff smiles & greets all visitors with no unfair preference or discrimination.

Building Security

- 1 2 3 Security guards are stationed at assigned locations when on duty (front desk, parking garage, etc.).
- 1 2 3 Routine patrols of the building or campus are scheduled at least once per day.
- 1 2 3 If staff is armed, they have proper training & certification on weapon usage.

Emergency Planning & Operating Procedures

- 1 2 3 Emergency procedures & standard operations manual are documented.
- 1 2 3 All staff passed tests on the SOPM & emergency procedures at time of hiring.
- 1 2 3 Staff can instruct visitors, employees, & residents on safety procedures.

Staff Duties

- 1 2 3 Defined job duties are completed consistently & correctly.
- 1 2 3 On-duty security staff makes themselves available whenever called or paged.
- 1 2 3 Staff regularly goes beyond their job requirements to enhance building (picking up trash, holding doors, etc.).

Staff Access Controls

- 1 2 3 Staff can access to badges, FOBs, & keys to all doors, elevators, & exits.
- 1 2 3 Staff has easy access to security live-cams & footage within a reasonable proximity.
- 1 2 3 Staff can access to all utility controls (electrical fuse box, water valves, power switches, etc.)

_____ **Total Score**



Interpret your score on the next page

Score Results

0 - 20



Unacceptable, give them the boot

If a security provider scores low across the board, they're not looking out for your commercial property or the people inside it as best they can. On top of the lackluster security concerns, their preparedness and professionalism are other important factors you should consider when hiring new building security.

21 - 35



Satisfactory, work to improve

If your security seems okay, the next step is to ask yourself if your investment is returning value. Weigh your options to see if an increase in your security budget could help you raise your rental fees or increase your tenant retention rate.

36 - 45



Exceptional, stick with them

If your security provider scored in this high range, you have a well protected, professional security partner. Chances are they are respected by your tenants and are an important factor in your ability to charge a premium for your property.



About OPS Security Group

OPS Security Group provides specialized security services for residential and commercial properties throughout Pennsylvania, Delaware, Maryland, and New Jersey. We are committed to keeping our clients safe with leading edge security services, comprehensive technology and highly qualified personnel.

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