

Physical Security Policy Checklist

No	Procedures	Status	Notes
1	Is the exterior of the building reviewed on a regular basis for protection deficiencies, such as cracked windows or unlocked doors?		
2	Is there a process to identify vendors, contractors, and visitors before they enter the business area?		
3	Is the lighting adequate to illuminate critical interior and exterior areas?		
4	Are the entranceways blocked enough to block intruders and efficient enough for staff?		
5	Are badges and keys audited on a regular basis? Who is permitted to receive a badge or key?		
6	Are combination locks changed on a regular basis?		
7	Are cameras angled and monitored to effectively and efficiently protect all enterprise assets from compromise?		
8	Are enterprise assets inventoried on a regular basis?		
9	Are the building, server room/data center, and key office areas marked for locations, so a visitor can get around without an escort?		