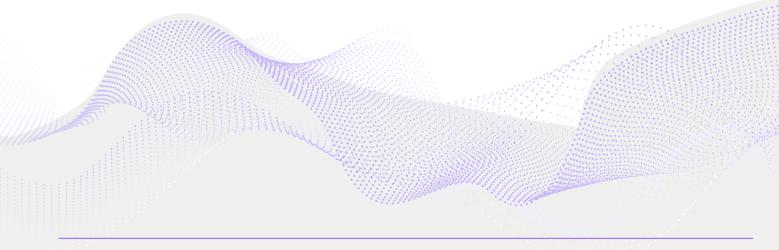**Securitas Technology**

Health, Safety, and Security
Hygiene Checklist

Access Control

> Create and enforce a password policy for alarm systems, security cameras, and other electronic defense systems.

> Account for temporary and contractor badges.

> Create efficient and flexible processes for frequent personnel changes.

> Integrate your access control system with a workplace management technology that can govern your visitor and workspace reservation policies.

Video

> Make sure all cameras are operational and updated with the latest firmware.

> Review the false alarm protocol; or better yet, find ways to reduce false alarms.

> Verify proper storage of archived footage.

Monitoring

> If self-monitoring, check batteries, electrical connections, and data storage.

> If professionally monitoring, ensure your internal call lists are updated.

IoT

> Keep an inventory of all IoT devices including locations, model numbers, and firmware.