



## **Titan Security Global - Building Site Security Checklists**

### **Checklist 1: A documented initial security risk assessment for the site**

The risk assessment should classify the site risk level (low, medium, or high) and link it to minimum security measures and security guarding levels. It should take into account these initial considerations:

- Location, environment and historical local crime patterns
  - High-value assets to be stored on site
  - The security of fuel storage facilities
  - Initial power sources
  - Temporary offices and welfare facilities
  - Employee and contractor parking (preferably outside of the site perimeter)
- 

### **Checklist 2: Site management key responsibilities**

- Health and safety
  - Insurance requirements
  - Client requirements
  - Appointing a security lead with clear authority to enforce controls (e.g., site manager)
  - Defined security contractor duties and responsibilities
- 

### **Checklist 3: Access control and defining a perimeter**

- Define the entire site perimeter and consider fencing, hoarding or barriers, ensuring potential gaps or weaknesses are identified and closed
- Plan for a single controlled access point wherever possible, with a gatehouse or monitored entrance for vehicles and pedestrians
- Develop a security-controlled sign-in and sign-out process for visitors and contractors. Include ID checks, permits to work and site rules briefings. You need to know who is on the site and why at all times.
- Display clear signs warning against trespass. Include signs for “Private Property”, “Vehicles May Be Searched”, “Monitored by CCTV and Security Guards”. Display contractor and developer contact details, and consider offering a reward for information.

---

## Checklist 4: Security and guarding requirements

- Does the construction site require 24/7 static security guarding, **out-of-hours security patrols backed up by remote monitoring of security devices** or only daytime access control? Requirements may alter as the project progresses.
- Verify that either **contracted security officers** or directly employed ones are properly licensed and that you provide them with a site-specific briefing on potential risks. You may also want to include security supervisors in relevant site coordination meetings.
- Establish the level of equipment that security guards should be issued with and who is responsible for providing it.
- Ensure that general site workers receive induction training on security awareness, reporting suspicious activity and securing tools and materials before starting work

---

## Checklist 5: Protection of heavy plant, vehicles, tools and materials

- Initiate and keep updated a live asset register for plant, tools and high-value materials. Register serial numbers against descriptions and photos, and note storage locations.
- Create an inner secure and well-lit compound for large items of plant. Take steps to immobilise or disable vehicles at times when the site is unmanned. If possible, **overlook the compound using CCTV**
- Keep an up-to-date log of small yet valuable tools, fixings, fuel and copper on site. Store items in lockable containers, with controlled key access verified by issue and return logs.

---

## Checklist 6: Technology and monitoring

- Identify initial CCTV coverage priorities, for example, gates, compounds and other high-risk areas. Arrange remote CCTV monitoring services, recording, and data retention periods.
- Identify backup technology needed, such as alarm systems, motion detectors or temporary towers to boost out-of-hours security. Check that contractual arrangements with your security provider include clearly defined incident and alert response protocols.
- Use GPS tracking or telematics fitted to key items of mobile plant vehicles and machinery to provide alerts for unauthorised movement and, once again, ensure that clear response protocols and responsibilities are in place.

---

## Checklist 7: Keys, keycodes and information security

- Ensure that there are written lock-up or handover procedures for the end of each shift, including checks on cabins, compounds, stores, fences and gates

- Introduce a key control system (sign-out logs or electronic cabinets) and a policy for changing padlocks and codes regularly. For example, if an employee or contractor is dismissed or simply a precautionary change is made after a defined period of time.
  - Make sure that drawings, IT equipment and sensitive documents are kept secure in offices, with backups stored off-site
- 

### Checklist 8: Reporting and incident response

- Establish, display and distribute a clear written procedure for reporting theft, vandalism, near misses and trespass. If an incident occurs, identify who is responsible for notifying the police and insurers.
  - Ensure you preserve evidence (CCTV footage, photographs, serial numbers) and maintain an incident log. Analyse where things went wrong and implement additional protection measures.
  - Define clear communication steps for serious incidents, including who informs the client and senior management.
- 

### Checklist 9: Coordination and liaison with stakeholders and the local community

- Inform local authorities and police about the project, including the anticipated duration and main access routes likely to be used.
  - Check to make sure security requirements are aligned with client contract clauses, main contractor rules and insurers' minimum standards
  - Undertake some outreach to make nearby residents, businesses and residential facility managers aware of the project and who to contact in an emergency and what to do if they spot intruders. Provide written information for them to refer to.
- 

### Checklist 10: Auditing and review for continuous improvement

- Carry out formal security inspections at regular agreed intervals. Check that actions carried forward from Checklist 8 are tracked to completion
  - Review your security measures and adjust them after incidents, phase changes or major material deliveries. Update the plan accordingly.
  - Log and share lessons learned across other projects and use them proactively to improve future construction site security planning.
- 

### Bonus Checklist: Extra Tips for Securing Heavy Plant and Vehicles

- Disable heavy machinery before leaving the site. Use universal keys and consider removing the battery or a spark plug
  - Weld hidden plates onto the vehicles with unique registration and chassis numbers engraved on them
  - Fit hidden immobilising switches for added protection.
  - Fit anti-theft devices like fuel cut-offs, hydraulic bypasses, track locks, or motion alarms on equipment.
  - Install GPS trackers on larger machines.
  - Lock fuel and oil tank caps to prevent tampering.
  - Park equipment in well-lit, secure areas.
- 

**Need advice and guidance on construction site security? [Contact our team today](#)**