# UK Festive Crime Did You Know...





As the festive season approaches, businesses often become more vulnerable to security risks due to staff absences, reduced vigilance, and the length of the holidays. To mitigate these risks and ensure the safety of your premises, assets, and employees, use our helpful security checklist before closing for the festive break.



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# Your Festive Crime Security Checklist



### **Physical Security Checks**

#### **Secure All Entrances and Exits**



Ensure all doors and windows are properly locked and secured. Consider installing additional locks or security grilles for extra protection.

### **Activate Alarm Systems**



Ensure alarm systems are fully operational and tested. Provide clear instructions to designated personnel for monitoring and responding to alarms.

### **Limit Access to Sensitive Areas**



Restrict access to sensitive areas such as cash handling rooms and storage areas. Implement access control systems and issue access cards only to authorised personnel.

### Secure Valuable Assets



Remove or store away valuable assets such as cash, jewellery, or confidential documents. Consider using safes or secure off-site storage facilities.

### **Eliminate Potential Fire Hazards**



Inspect premises for potential fire hazards, such as loose wires, overloaded outlets, or combustible materials. Properly store flammable substances and ensure fire extinguishers are accessible.



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### **Additional Considerations**

### **Secure any Holiday Decorations**



Ensure holiday decorations do not obstruct visibility or create fire hazards. Use flame-resistant materials and secure decorations properly.

### **Lockdown any Confidential Information**



Properly secure documents or shred and destroy confidential information before closing for the break. Consider using a highly secure safe for additional protection.

### **Communicate Security Protocols**



Communicate security and business safety protocols to all employees, including emergency contact procedures and escalation points during the holidays.

### Schedule Regular Security Checks



Arrange for regular security checks of the premises during the holiday break. Ensure monitoring equipment is functioning correctly before closing.

### **Review and Update Security Plans**



Regularly review and update security plans, ensuring they align with current and identified risks and threats. For example, are all access points covered by monitoring or intrusion detection?



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