

Arson Prevention Checklist

Checklists can be an effective tool to provide a safer environment. Answer the following questions relating to external, internal, and awareness measures you can take to determine how well your facility is safeguarded to discourage unauthorized entry and encourage early fire detection. A "NO" answer indicates an area that may warrant further examination.

External Measures	Yes	No
Does lighting sufficiently illuminate all sides of buildings and parking areas?	<input type="checkbox"/>	<input type="checkbox"/>
Do all exterior doors have deadbolt locks and non-removable hinge pins?	<input type="checkbox"/>	<input type="checkbox"/>
Is a process in place to make sure that building doors and windows are locked when it is unoccupied?	<input type="checkbox"/>	<input type="checkbox"/>
Is access to roofs, fire escapes and outside stairways limited to authorized persons?	<input type="checkbox"/>	<input type="checkbox"/>
Is shrubbery trimmed to prevent it from being used for hiding?	<input type="checkbox"/>	<input type="checkbox"/>
Are loose materials and trash removed from the grounds daily?	<input type="checkbox"/>	<input type="checkbox"/>
Are windows and glass entries protected with wire mesh or bars? (Note that for emergency purposes, window bars must be able to be opened from the inside)	<input type="checkbox"/>	<input type="checkbox"/>
Is there fencing or controlled access to the property?	<input type="checkbox"/>	<input type="checkbox"/>
Is access to crawl spaces and basement entry points secured?	<input type="checkbox"/>	<input type="checkbox"/>

Internal Measures	Yes	No
Are foyer and hall lights left on at night?	<input type="checkbox"/>	<input type="checkbox"/>
Are windows and doors equipped with proper locks, jams and/or deadbolts?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a central station alarm system for notification of fire, smoke or breach of security?	<input type="checkbox"/>	<input type="checkbox"/>
Are personnel assigned to secure the building daily (for example, locking doors and windows and activating security systems)?	<input type="checkbox"/>	<input type="checkbox"/>
Are personnel assigned to check for unauthorized occupants?	<input type="checkbox"/>	<input type="checkbox"/>
Are building keys controlled by a strict sign-out policy and marked "do not duplicate?"	<input type="checkbox"/>	<input type="checkbox"/>
Are locks changed or re-keyed when keys cannot be retrieved?	<input type="checkbox"/>	<input type="checkbox"/>
Are valuable objects and combustible materials securely locked away from sight?	<input type="checkbox"/>	<input type="checkbox"/>

Arson Prevention Continued

Awareness measures build teamwork and ownership attitudes among members	Yes	No
Do the police routinely check the premises?	<input type="checkbox"/>	<input type="checkbox"/>
Is a "Property Watch" program in place?	<input type="checkbox"/>	<input type="checkbox"/>
Are staff and members made aware of building use, security and fire prevention measures?	<input type="checkbox"/>	<input type="checkbox"/>
Have neighbors been asked to report any suspicious activity on the property to the police?	<input type="checkbox"/>	<input type="checkbox"/>

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