



SPRING CLEAN YOUR SECURITY:

5 Ways to Audit Your Safe & Store Protocols



1. Inspect and Maintain Security Cameras

Security footage is only useful if the cameras are capturing clear, accurate footage.

- ☐ Clean all camera lenses to eliminate dust or smudges.
- ☐ Check viewing angles to ensure they still cover critical zones like entry points, safes, and high-value inventory areas.
- ☐ Test recording functionality to confirm that footage is being properly stored and timestamped.

➔ **Pro Tip:** Make it a monthly routine to spot-check camera footage for blind spots or technical issues.



2. Test Alarm and Monitoring Systems

Your alarm system is a first line of defense in the event of a break-in or emergency. Be sure it's fully operational.

- ☐ Confirm all sensors (door, window, motion) are triggering properly.
- ☐ Test audible alarms and sirens to ensure volume and clarity.
- ☐ Verify communication with your monitoring service or alert system is functional.

➔ Schedule professional testing annually if you're using a third-party monitoring service.



3. Replace Batteries in Wireless Devices

Don't wait for a dead battery to reveal itself during a crisis. Spring is a great time to check:

- | | |
|--|--|
| <input type="checkbox"/> Motion detectors | <input type="checkbox"/> Wireless alarm panels |
| <input type="checkbox"/> Door/window sensors | <input type="checkbox"/> Remote keypads |

➔ Consider using battery-monitoring software or labels with replacement dates.



4. Update Safe Access Codes

Routine code changes can drastically reduce unauthorized access risks—especially if staff roles or team members have changed recently.

- ☐ Change safe combinations or keypad codes.
- ☐ Limit access to essential personnel only.
- ☐ Log all changes and communicate them through secure channels.

➔ For added protection, consider upgrading to safes with dual authentication or time-delay features.



5. Review Emergency Protocols with Your Team

Are your employees trained to respond quickly and safely in the event of an incident?

- ☐ Conduct a brief safety refresher meeting.
- ☐ Revisit emergency exit plans, lockdown procedures, and roles in a crisis.
- ☐ Provide clear instructions for responding to smash-and-grab attempts, break-ins, or fire emergencies.

➔ Emergency drills don't have to be lengthy—quick role-play scenarios can build confidence and preparedness.