

## Is Your Building Security & Life Safety Fit-For-Purpose? A Practical Self-Assessment Checklist for Building & Facilities Managers

This downloadable resource is designed to help you assess your current security, fire safety and life safety measures against best practice and identify priority areas for improvement.

### How to Use This Checklist

Score each subtopic from 1–5:

5 = Fully compliant / Best practice

4 = Good

3 = Adequate but needs improvement

2 = Significant gaps

1 = Not in place / High risk

Total each section and divide by the number of subtopics to calculate average score.

Topic / Subtopic	Score	Notes / Actions Required
<b>1. Risk Assessment &amp; Governance</b> Avg Score:		
Up-to-date fire risk assessment completed		
Security risk assessment reviewed annually		
Documented compliance responsibilities		
Regular compliance audits undertaken		
<b>2. Access Control &amp; Physical Security</b> Avg Score:		
Controlled entry points with secure access		
Visitor management procedures in place		
Perimeter security measures effective		
Keys / access cards managed and audited		
<b>3. Fire Detection &amp; Alarm Systems</b> Avg Score:		
Fire detection systems tested regularly		
Alarm coverage adequate for building layout		
Emergency lighting tested and maintained		
Maintenance records up to date		

<b>4. Monitoring &amp; Response</b>	Avg Score:		
Intruder alarm monitoring in place			
CCTV monitored or regularly reviewed			
Incident response procedures documented			
Staff trained in emergency response			
<b>5. Maintenance &amp; Improvement</b>	Avg Score:		
PPM schedule active			
Defects logged and resolved promptly			
Regular system reviews undertaken			
Compliance updates tracked and implemented			

### Performance Interpretation

4.0 – 5.0 (High):	Strong compliance position. Maintain regular reviews, document evidence, and continue proactive improvements.
3.0 – 3.9 (Medium):	Generally compliant but improvement areas exist. Prioritise any subtopic scoring below 3 and develop an action plan.
1.0 – 2.9 (Low):	Significant compliance risk. Immediate review and corrective action recommended to reduce legal, operational and reputational exposure.
<b>If multiple sections fall into the Low category, a comprehensive building security and life safety review is strongly advised.</b>	

### Next Steps: Strengthen Your Compliance Position

If your assessment has highlighted areas of concern, A Plus Security can provide:

- Independent compliance reviews
- Fire detection and alarm system audits
- Access control and CCTV assessments
- Ongoing maintenance and monitoring solutions

To discuss your results or arrange a no-obligation review, contact our team today.

Telephone: 01702 293157

Email: [info@a-plus-security.com](mailto:info@a-plus-security.com)