



Improving Security within your company

The following has been taken from the SECURITY MAINPORT ROTTERDAM document created by the Project Group Security for the Rotterdam Port & Industrial Zone. It has been supplied with the consent of Eugene in Het Veld, Commissioner of the Port of Rotterdam: -

- Have you made a proper assessment of your crime risks?
- Do you know how to assess crime risks?
- Do you know how to analyse the crime risks you have assessed?
- Do you know what a security policy is?
- Do you have a security policy?
- Is your present security policy based on a risk assessment?
- Has your security policy been written down on paper?
- Are your staff, customers and suppliers familiar with your security policy?
- Is your security policy an integral part of your company policy?
- Does your organisation have someone in the top management who holds the portfolio for security?
- Does your organisations have a staff member who is responsible for security?
- The answer for most companies to the above questions is bound to be 'yes' and it is not our intention to patronise. We do however want to cater for all our members. Some may find.

Tips for consideration regarding staff: -

1. Do you screen a potential staff member before you employ the person in question?
2. Do you use the same selection criteria for temporary employees as for your regular employees?
3. Do you always make use of the same employment agency?
4. Do you make a distinction between sensitive and non-sensitive functions within your company?
5. Have you drawn up reliability profiles for 'sensitive functions'?
6. Do you use clear job descriptions?
7. Are there any employees present, with your knowledge, on the premises at unusual times?
8. Is there structural consultation with your staff on risks and security?

9. Do you have standing employment conditions?
10. Employees have to monitor processes; do you monitor these employees well?
11. Do you have clear section within your application form asking potential employees whether they have any declarable convictions? Does this entry contain a sentence pointing to the potential employee liability for a require a specific signature from the employee who should also be asked to write 'yes' or 'no' so as to be unable to state that they ticked the wrong box or misunderstood the question.

Are you aware that various studies have demonstrated that: -

- a. Approximately 10% of employees will never become involved with crime.
- b. Approximately 10% of employees exhibit criminal behaviour to a greater or lesser extent.
- c. Approximately 80% of employees first assess the risks attached to the measures taken by the employer. If these measures are effective, they will not exhibit criminal behaviour.

Contact the Business Crime Reduction Centre
on 0114 275 1283 or visit our website at www.bcrc-uk.org

Business Crime Reduction Centre, working with South Yorkshire Police to reduce crime against business

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