

Operating a secure warehouse

Are your warehouse operations as secure as they could be?

There is no one size fits all solution to warehouse security and much will depend on the cargoes being stored and the frequency of cargo movements.

What are the risks?



How can you mitigate these risks?

PHYSICAL SECURITY

- Install pass card/key codes on warehouse entrances and at perimeter fence access points
- Maintain adequate lighting
- Install CCTV with auxiliary power supply
- Install security signage
- Maintain perimeter fencing to a minimum two metres tall and consider bars on any low-level windows
- Restrict and secure roof access
- Minimise cargo left on vehicles/trailers for prolonged periods

INFORMATION SECURITY

- Strictly control access to systems & data (“need-to-know basis”)
- Implement & manage compulsory information security training
- Ensure strong passwords are used
- Avoid shared work stations

SECURITY MANAGEMENT SYSTEMS

- Develop security policies, conduct risk assessments and review annually
- Define security responsibilities clearly and dedicate a senior member of staff to manage
- Establish maintenance contracts for all security systems, with clear KPIs (such as turnaround time for repairs)

- Train all employees to recognise and respond to unauthorised persons and/or suspicious activities
- Perform due diligence on any hired security firm
- Log and verify the identity of all visitors and vehicles accessing the site
- Implement pre-employment screening
- Ensure access cards/keys and uniform are returned when an employee leaves the company
- Use high-security seals that meet or exceed ISO17712 standard
- Carry out random security checks on employees and others departing site
- Clearly segregate personnel car parking from the warehouse facility

