



## TOTALLY INTEGRATED PROTECTION SERVICES (T.I.P.S)

For additional information on T.I.P.S. please call us at 818-787-3946  
or email [tips@nagyprotectionservices.com](mailto:tips@nagyprotectionservices.com)

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Nagy Protection Services, Inc. – Your Total Security Solution Provider

## T.I.P.S (Totally Integrated Protection Services)

- ▮ Security Risk Analysis Survey Reports
- ▮ Contract security officer services
- ▮ Special event security services
- ▮ Consultation Services
- ▮ Development of security manual and emergency procedures
- ▮ VIP protection
- ▮ Off duty law enforcement officers
- ▮ Threat assessment counsel
- ▮ Crisis management team response
- ▮ Special assignments
- ▮ Emergency coverage
- ▮ Investigations
- ▮ Incident tracking
- ▮ Unusual occurrences
- ▮ Open house presentations
- ▮ Student presentations
- ▮ Staff training
- ▮ Security inspections
- ▮ Background investigations
- ▮ Security quality teams and security officer empowerment

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## Your Campus Security Director

### **Sample Duties and responsibilities of a Campus Director of Security.**

The Director of Security will oversee implementation of security, physical security, and loss prevention policy and programs. His or her responsibilities include conducting compliance audits; providing advice, assessment, and assistance to Activity Administrative Officers; assisting in the development of plans for security upgrades and enhancements; and coordinating and directing security force activities.

- ▶ Plan, manage, implement, direct, and supervise security, physical security, law enforcement, and loss prevention programs including developing and maintaining comprehensive physical security instructions and regulations.
- ▶ Determine the adequacy of the physical security and loss prevention programs, identify areas that need improvement, and recommend such improvement to the office of the Headmaster.
- ▶ Develop and maintain a current physical security plan.
- ▶ Conduct security surveys/assessments, audits, and investigations.
- ▶ Develop and maintain personal identification and access-control systems as required.
- ▶ Develop security aspects of crisis management; participate in the planning, direction, coordination, and implementation of procedures for managing situations that pose a threat to the security of activities; and act as a crisis manager and a primary staff advisor during any security-related crisis.
- ▶ Establish and maintain records relating to property loss, violations, and breaches of security measures and procedures (these records will be retained for at least three years)
- ▶ Establish and maintain liaison and working relationships and agreements with federal, state, and local law enforcement agencies.
- ▶ Develop, maintain, and administer an ongoing security awareness program encompassing security, crime prevention, loss prevention, and local threats.
- ▶ Organize, train, and operate the security force.
- ▶ Develop written security orders or directives to cover all phases of security operations.

## Operating Security Policy and Procedures

The Operating Security Policy and Procedures provide your school the information necessary to proactively manage security operations.

A well thought out security plan must be all the ingredients necessary to protect both, those persons who occupy the respective facility, and the physical plant itself. Additionally, the interests of the school must be protected.

Every effort has been made to ensure that the school administrators are equipped to answer any challenge from without or from within regarding the adequacy of protection provided to the students who attend Your School and the staff and teachers who work there.

The standards set within the manual are industry-wide standards. In some instances they will be modified to fit within the Your School operations plans.

The material contained herein is sufficient to lay a foundation from which to build a program that will withstand the closest of scrutiny. Over time, new information will be added to this manual. The security program for Your School is intended to be an on-going and evolving process.

The safety of this campus will depend primarily on the level of service rendered by the security provider and the willingness of campus administrators to keep the security program active and alive in the minds of all who attend and work on campus.

## The Security Risk Analysis Report

The Risk Analysis Report addresses school security issues, perceptions and school security program design. This report suggests the development of a model school security and loss prevention plan. The recommendations will establish regulation, provide examples and guidance, as well as set forth uniform standards for security, physical security, and loss prevention measures intended to safeguard buildings, materials, equipment, and individuals on school property. The recommendations, information, and guidelines set forth in this report are intended to deter, reduce, and in most cases remove the opportunity for crime, violence, and other related problems. It is hoped that this will set the stage for effective crime prevention, create safer schools, and reduce workplace violence.

## Overview

The outcome of Your School policy and procedures, future strategic planning and other management decisions have reached a critical stage without involving security risk management at some point of the decision process. Future plans, investigations, and a great deal of human resource activity have in the past been given to security directors as a last resort or after a problem has been created. Pre-incident proactive planning can be very cost effective and assist with planning.

Changes in attitude and cooperation must take place. Security has become a requisite component of education and an integral part of the school infrastructure. Security awareness is more effective and less costly than reacting to criminal incidents, particularly when considering effective public relations. Regardless of the size of the school, a definite set of security objectives must be defined.