

Security briefing and Reviews

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- Consideration should be given to daily briefing and de-briefing of all staff. This may be informal but there should be a process to record any problems identified and action taken. This enables managers to improve working practice in a variety of areas.
 - A more formal regular security review should be considered and recorded should any actions/areas of concern be identified.
 - Membership of SERCS should be a priority and any intelligence received should be shared with all staff and other members of SERCS.
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- Incident book
 - Informal swap over sheets...written down