Correction Procedures

Once the written report has been completed and reviewed, it is important to prepare a plan outlining corrective measures to be implemented as a result of the assessment.

Determine Areas of Focus

• Begin with the most potentially hazardous issues.

Analyze the Alternatives

- Those provided in the report.
- Your own alternatives.

Prepare Correction Outline

• Identify the necessary materials including equipment, hardware, and software.

Implementation Phase

Select and implement the most effective recommendations contained in the correction procedure outline.

Set Reasonable Time-frames

Procure Needed Equipment, etc.

- Install equipment, etc.
- Test equipment, etc.

Reassessment

Following a facility security survey, it is important to re-assess and evaluate the effectiveness of the corrections implemented.

Walk Through Re-evaluation

Document

- Corrections made.
- Newly discovered hazards.
- Schedule next assessment.

California Highway Patrol State Security Division Emergency Operations and Safety Services Section 601 N. 7th Street, Sacramento, CA 95811

CHP 1012 (8/10) OPI 082

Phone: (916) 843-3240 Fax: (916) 843-3236



California Highway Patrol Graphic Services Unit

A GUIDE TO SECURITY PROTOCOLS FOR STATE AGENCY OFFICES

Facility Security



