

CHURCH SECURITY SELF-ASSESSMENT FORM

PHYSICAL SECURITY:

Have we performed a security self assessment in the last 18 months?

YES NO

Have we had a third party perform a security assessment in the last 18 months?

YES NO

Do we have cameras?

YES NO

Are cameras views adequate?

YES NO

Are more cameras needed?

YES NO

For what? _____

Have locks been changed in the past two years?

YES NO

Do we have a key control system in place?

YES NO

Do we have a safe?

YES NO

Who all has access? _____

Have we changed alarm codes in the past 18 months?

YES NO

Do we have a badge check-in/out system for the children's ministry?

YES NO

Do we have a requirement to have two adults present at all times when working with children and youth?

YES NO

Do we follow this?

YES NO

ADMINISTRATIVE SECURITY:

Are we doing background checks on volunteers working with children, youth and special needs individuals?

YES NO

Are we doing background checks on vendors?

YES NO

Are we doing motor vehicle records searches on all church drivers?

YES NO

Are we doing credit checks on all check writers and financial controllers?

YES NO

Do we have clearly defined standards for our background screening?

YES NO

FINANCIAL SECURITY:

Do we have dual control procedures in place for financial matters?

YES NO

Do we perform monthly audits of all church accounts?

YES NO

Do we have a process to report financial discrepancies?

YES NO

Do we have different people at the bank than those who sign the checks?

YES NO

INFORMATIONAL TECHNOLOGY SECURITY:

Do we have software in place to protect all computers from undesired sites?

YES NO

Do we have filters in place to protect against access to chat rooms?

YES

NO

Do we have a process in place to monitor and report access breaches?

YES

NO

COMMENTS:

SAMPLE FORM. BE SURE TO SEEK PROFESSIONAL ASSISTANCE