



## ***The key to your 'Peace of Mind'***

**:: THIS AUDIT WILL TAKE YOU LESS THAN 2 MINUTES TO COMPLETE ::**

It will help you to identify the root problems you and your business currently face. It will highlight specific areas where you could be putting your organisation at risk from theft, vandalism, damage and employee liability claims. Ineffective security measures could result in your insurance policy being invalidated when you need it the most!

***Turn to page 2 now...***



INVESTORS IN PEOPLE



**Answer each question by simply circling YES or NO  
 (Please circle NO if you are not 100% sure of the answer)**

1	Do you have an intruder alarm and/or a CCTV system?	YES	NO
2	Do you have a Fire alarm?	YES	NO
3	Are these systems monitored by an Alarm Receiving Centre (ARC)?	YES	NO
4	Does the ARC (or an Auto-Dialler) inform you each time your system activates?	YES	NO
5	Does your alarm system retain the benefits of a "Level 1" Police Response?	YES	NO
6	Are you aware of the differing "Levels" of Police Response?	YES	NO
7	Are you aware that losing Police Response could affect your Insurance cover?	YES	NO
8	Do the Police immediately respond to each and every alarm activation?	YES	NO
9	Do the Police and Fire service have keys and access codes to your premises?	YES	NO
10	Do you use a professionally accredited Key Holding company?	YES	NO
11	If no, have you assessed all the risks in using company employees as Key Holders?	YES	NO
12	Are you aware of the 5 responsibilities expected of Key Holders?	YES	NO
13	Are you aware of the 'Corporate Manslaughter Act' and the possible consequences?	YES	NO
14	Do you have an escalation procedure for when Key Holders are off sick or on holiday?	YES	NO
15	Are your company employees comfortable with being on-call outside of working hours?	YES	NO
16	Do they immediately respond to each and every alarm activation?	YES	NO
17	Can they attend alarm activations within 20 minutes of receiving a call?	YES	NO
18	Have they been suitably trained to confront and deal with intruders?	YES	NO
19	Have they been trained to investigate alarm activations and report their findings?	YES	NO
20	Would they know who to contact to arrange emergency repairs on the premises?	YES	NO
21	Do you have a safety-check system to protect vulnerable lone workers after hours?	YES	NO
22	Do they arrive for work the following morning refreshed and on time?	YES	NO
23	Are they as productive as when they have had an undisturbed & peaceful nights sleep?	YES	NO
24	Does your alarm and current emergency response give you complete peace of mind?	YES	NO
25	Are you happy paying 20% more than you need to for your annual business insurance?	YES	NO

Add up all your "NO" responses and write your Total score here: \_\_\_\_\_

- 0 to 5** Well done, you have obviously invested time and money in your systems and procedures.  
**6 to 9** Fax this page to **0845 8385 200** if you would like to receive **FREE** advice today.  
**10 - 25** Oh dear, phone KeyPlus free on **0800 783 1025** and ask for Brian or Lindsey **NOW!**

Your Name \_\_\_\_\_ Phone Number \_\_\_\_\_

