

Security: a basis for your decision

Worksheet for site managers, procurement and management. Leave unknowns open; distinguish facts from assumptions.

Company / site: _____ Date: _____

1 · Trigger and business impact

What has changed? What needs to be decided, and by when?

Documented current impact (e.g. losses, downtime, false-alarm hours, guarding costs). Add source / period:

Without change: which ongoing burdens remain? What could an incident cause? Until when is existing protection adequate?

2 · Compare options – consistent scope and evaluation period

Option	One-off costs	Annual running costs	Internal effort	Effect / residual risks
Retain current setup				
Improve selectively				
Redesign the concept				

Include: planning, installation, power/connectivity, licences, maintenance, alarm verification, response and internal time. Mark costs not yet quoted as “open”.

Assessment: which option is appropriate, and why? Which assumption or information still needs checking?

3 · Decision process and next step

Who owns operations? Who approves expenditure? Which budget could fund the measure?

Agreed next step / outcome: _____

Owner: _____ Date: _____

No blanket recommendation to buy. “No purchase for now” can be a valid result. Scope and fees for detailed analysis are agreed separately.

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