



House of Worship Safety & Security Assessment

A house of worship is a building or location where a group of people gather to perform acts of religious study, honor, or devotion. The term “house of worship” may be used for churches, synagogues, mosques, or temples. It is usually a building intended for the performance of religious services and rituals.

A safety and security assessment is a critical evaluation of security-related risks, threats or vulnerabilities that may exist in an environment or facility. The purpose of the following *House of Worship Safety & Security Self-Assessment* is to serve as a tool for evaluating the current level of security at your facility.

This information has been prepared by the American Crime Prevention Institute to help you assess the relative safety status of your facility. Please note that this information is intended as guidance only; some of the information presented may not meet your specific requirements, nor is it intended to take the place of a formal risk assessment. Once you have completed this assessment, Honeywell can provide you with information about safety and security solutions that are available to you.

1.1 Neighborhood

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Is the immediate neighborhood free of “crime generators”? <i>Ex. “Crime generators” may include late-night social or retail establishments, low income housing, social services, etc.</i>	9	6	3	
2) Can the house of worship be observed from surrounding facilities and streets? <i>Ex. It is preferred to have clear lines of sight between a facility and its neighbors.</i>	3	2	0	
3) Are neighborhood streets and walkways in the immediate vicinity of the house of worship well lighted? <i>Ex. Adequate exterior lighting should allow at least 100 feet of visibility.</i>	3	2	0	
4) Are nearby residents discouraged from using house of worship property for recreational purposes? <i>Ex. Persons who are not members of the house of worship and use the property for recreation may pose a security risk or threat.</i>	3	2	0	
SUB-TOTAL				



1.2 Property Perimeter

It is desirable that the house of worship property perimeter or boundaries be clearly defined and recognizable. This can be accomplished by fencing, landscaping, signage, etc.

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Are property boundaries of the house of worship easily recognizable by visual means?	3	2	0	
2) Is there a marquee or other sign visible from the adjacent roadway that identifies the presence of the house of worship?	3	2	0	
SUB-TOTAL				

1.3 External Grounds

External grounds are those property areas that extend from the house of worship property boundaries to the actual perimeter of the building or facility. External grounds may include vehicle parking areas, pedestrian walkways, playgrounds or recreational areas, detached storage facilities, open or landscaped areas, etc.

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Are designated parking lots or parking areas well lighted? <i>Ex. Exterior lighting should be bright enough to read a newspaper and should allow 100 feet of visibility</i>	9	6	3	
2) Are pedestrian walkways and building entrances particularly well lighted? <i>Ex. A house of worship traditionally has evening activities. To discourage inappropriate behavior and to provide members with a sense of security, parking areas, pedestrian walkways and building entrances should be well lighted.</i>	9	6	3	
3) Are all sides of the building illuminated by exterior lighting?	6	4	2	
4) Is motion detector-activated lighting located near doors and windows?	3	2	0	



5) Are exterior lights associated with the house of worship controlled by a photoelectric cell? <i>Ex. It is preferable to have exterior lighting controlled by light sensitive photoelectric cells rather than manual switches or timers.</i>	9	6	3	
6) Does someone have the responsibility for checking the operation of all exterior lighting at least once a week? <i>Ex. It is recommended there be a formal process for inspecting all external lighting on a regularly- scheduled basis.</i>	6	4	2	
7) Is there a reliable system or process for the timely repair of inoperative external lighting? <i>Ex. Inoperative exterior lighting should be repaired as soon as possible after being identified.</i>	6	4	2	
8) Is tree foliage prevented from obscuring exterior lighting fixtures? <i>Ex. Excessive or extensive tree foliage near external light fixtures can diminish the effectiveness of the lighting.</i>	6	4	2	
9) Are switches, breakers or electrical panels that control lighting inaccessible to the public?	6	4	2	
10) Are exterior playgrounds enclosed by a sturdy fence?	9	6	3	
11) Do external playgrounds have a restricted entry point?	9	6	3	
12) Are bushes, shrubbery or other plant growth trimmed in an appropriate manner so as not to serve as a hiding place? <i>Ex. It is recommended that plant growth within six feet of a parking facility, pedestrian walkway or building entrance be trimmed at a height of no more than two feet. The branches or foliage of trees should be no lower than seven feet above grade.</i>	9	6	3	
13) Are informal pathways (not formally designated) adequately lighted to prevent them from being a security risk?	3	2	0	
14) Are sightlines from the house of worship to parking areas, pedestrian walkways, playing areas, etc. unobstructed by landscaping and plant growth?	3	2	0	



15) Is there clear, well maintained signage that directs visitors to appropriate vehicle parking and building entry points?	6	4	2	
16) Are exterior or detached storage buildings or facilities well constructed and secured?	6	4	2	
17) Are dumpster covers locked and is the trash or dumpster area well lighted?	3	2	0	
18) Have there been steps taken to prevent any exterior building recesses or alcoves from serving as hiding places for intruders? <i>Ex. A means to remove or reduce concealment potential may include lighting, screening, blocking, convex mirrors, etc.</i>	6	4	2	
SUB-TOTAL				

1.4 Building Perimeter

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Definitely	Somewhat	Never	
1) Are property boundaries of the house of worship easily recognizable by visual means?	6	4	2	
2) Are visitor entry points clearly identified?	6	4	2	
3) Is the house of worship designed in such a manner that visitors have to check in at an administrative office or desk before they can access other parts of the building?	9	6	3	
4) Are exterior doors not used as designated entry points locked to prevent entry from the exterior? <i>Ex. Where possible, exterior handles and door trim should be removed from exterior doors designated only as exit points.</i>	9	6	3	
5) Are locations where gas and electric utilities enter the building secured?	6	4	2	
6) Is there a strategy to prevent exterior doors from being propped open?	9	6	3	



7) Are perimeter pedestrian entryways equipped with full flush metal or solid core doors at least 1 ³ / ₄ " thick and secured with deadbolt locking devices (where life safety codes do not govern otherwise) and door hinges that do not permit the pins to be removed from the exterior?	9	6	3	
8) Are the locks on all building entry points functional and in a good state of repair?	9	6	3	
9) Is there no more than 1/8" clearance between the exterior doors and their door frames? <i>Ex. Exterior doors need to fit tightly in their door frames so a prying device cannot be wedged between the door and the frame.</i>	6	4	2	
10) Are exterior doors equipped with high quality cylindrical locks with a deadbolt at least 1" in length?	6	4	2	
11) Are exit doors equipped with push-pads rather than push-bars that may be more easily opened with a coat hanger?	3	2	1	
12) Are all exterior windows easily locked?	9	6	3	
13) Are double-hung windows (sashes slide up and down) and horizontal sliding windows equipped with an auxiliary locking device or interlocking sashes to prevent sliding a small flat blade between the sashes to unlock the window?	6	4	2	
14) Are horizontal sliding windows or doors equipped with screws or devices to prevent the sash or door from being lifted out of the track?	6	4	2	
15) Is there a clear procedure and person designated for unlocking and locking the house of worship each day?	9	6	3	
SUB-TOTAL				



1.5 Electronic Intrusion Detection System

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Does the house of worship have an electronic intrusion detection system (“burglar alarm”)?	9	6	0	
2) Does the alarm system cover all exterior entry points?	9	6	0	
3) Is the intrusion detection system armed (activated) every night?	9	6	0	
4) Are there clear signs and/or decals posted on the exterior of the building (doors and windows) indicating the facility is equipped with an intrusion detection system? <i>Ex. The primary goal of an alarm system should be to deter an illegal entry attempt by its presence.</i>	9	6	0	
5) Is the intrusion detection system centrally monitored? <i>Ex. It is recommended that an electronic intrusion detection system be equipped with both a loud local annunciator and be monitored by an alarm monitoring center.</i>	9	6	0	
6) Are appropriate house of worship members and staff formally trained on alarm system arming and disarming procedures? <i>Ex. Many false alarms are generated because of inappropriate arming and disarming procedures or practices.</i>	9	6	0	
7) Is there a preventive maintenance program for the intrusion detection alarm system? <i>Ex. Intrusion detection systems should be inspected and serviced at least annually by a trained and certified technician.</i>	9	6	0	
8) Is there a process or procedure for the periodic replacement or upgrading of the intrusion detection system? <i>Ex. With extended age, intrusion detection equipment can deteriorate or become technologically obsolete.</i>	6	4	0	



9) Are the arm/disarm codes for an intrusion detection system changed and reissued at least annually?	6	4	0	
10) Are the names and call numbers of persons on the central station call list reviewed and updated at least annually?	6	4	0	
SUB-TOTAL				

1.6 Electronic Access Control System

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Are primary exterior doors controlled by a functioning electronic access control system (magnetic swipe or proximity device)?	6	4	0	
2) Are there interior areas or doors controlled by an electronic access control system?	9	6	0	
3) Is there a preventive maintenance program for the electronic access control system?	6	4	0	
4) Is the database of cardholders for the electronic access control system periodically audited to deactivate users who no longer need access to the facility?	6	4	0	
5) Are all mechanical and electronic locks in proper working order?	6	4	0	
SUB-TOTAL				



1.7 Video Surveillance System

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Does the house of worship currently have a video surveillance system (CCTV cameras)?	6	4	0	
2) If the house of worship has a video surveillance system, is it used to view vehicle parking areas or playground areas?	6	4	0	
3) If the house of worship has a video surveillance system, is it used to monitor perimeter access to the building?	3	2	0	
4) If the house of worship has a video surveillance system, is it used to view internal areas of the building?	3	2	0	
5) If the house of worship has a video surveillance system, is a preventive maintenance program in place?	6	4	0	
6) Are all of the cameras and recording devices in proper working order?	6	4	0	
SUB-TOTAL				

1.8 Internal Building Areas

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Definitely	Somewhat	Never	
1) Are all interior hallways and rooms well lighted?	9	6	3	
2) Are there doors or other means to secure sections of the house of worship when the section is not in use?	6	4	2	
3) Are areas under stairwells enclosed or otherwise inaccessible?	3	2	1	
4) Are building restrooms located to maximize visual surveillance, such as near classrooms or staffed areas?	6	4	2	



<p>5) Are interior lights within restrooms controlled by means other than by wall switches? <i>Ex. It is recommended that restroom lighting not be controlled by wall switches. Restroom lighting should either be controlled by motion detectors or be on continuously anytime the house of worship is occupied.</i></p>	9	6	3	
<p>6) Have restroom entry doors been prevented from being locked from inside? <i>Ex. It is recommended that restrooms not be capable of being locked from the inside.</i></p>	9	6	3	
<p>7) Is the lockable door hardware of interior doors routinely tested to ensure doors close and lock properly and that the door hardware is in a good state of repair?</p>	6	4	2	
<p>8) Are there locks on mechanical room doors? <i>Ex. Only designated house of worship staff should have access to building mechanical rooms.</i></p>	6	4	2	
<p>9) Are dropped or removable ceilings sealed in some way to indicate when they have been disturbed? <i>Ex. Dropped ceilings can provide unauthorized access to rooms when walls do not extend from the floor to the ceiling.</i></p>	3	2	1	
<p>10) Is there a reinforced and alarmed storage room or closet for the secure storage of portable equipment of significant value?</p>	3	2	1	
SUB-TOTAL				

1.9 Key Management and Control

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Is there a single person responsible for key issuance and record keeping?	6	4	0	
2) Is there an accurate record of who has been issued keys to the facility?	9	6	0	



3) Is key duplication prohibited, except for authorized personnel?	9	6	0	
4) Are keyholders required to sign for keys?	6	4	0	
5) Are keys stored in a locked cabinet with limited access?	6	4	0	
6) Are affected locks replaced or rekeyed whenever a key is lost or stolen?	3	2	0	
SUB-TOTAL				

1.10 House of Worship Property Inventory

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Definitely	Somewhat	Never	
1) Is the responsibility for house of worship property inventory assigned to a specific staff member?	3	2	1	
2) Is valuable property engraved with an owner-applied number in a manner that permits easy identification?	3	2	1	
3) Is there a written (preferably computerized) inventory of all property and equipment of value?	3	2	1	
4) Are there written policies for personal use of equipment or property?	3	2	1	
5) Are assets, equipment and items of value inventoried annually?	3	2	1	
SUB-TOTAL				

1.11 Children and Youth Security

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Definitely	Somewhat	Never	
1) Is there a written, up-to-date child and student safety and protection policy?	9	6	3	
2) Is there a child and youth security				



training program for employees and volunteers?	9	6	3	
3) Is there a policy that requires a background check of staff and volunteers?	6	4	2	
4) Are fingerprints taken of all church employees?	3	2	1	
5) Is there a policy that requires volunteers to be a member of the house of worship or active in house of worship activities for at least six months before they can be directly involved in children and youth activities?	6	4	2	
6) Are doors to classrooms and youth activity areas equipped with windows that provide unobstructed visibility into the areas?	9	6	3	
7) Is there a policy that requires that two or more adults be present during house of worship sponsored programs involving children and youth?	9	6	3	
8) Is there a policy that requires an adult to announce to another adult when assisting a child in a bathroom or changing a diaper?	3	2	1	
9) Is there a child-tag system or other child check-in and drop-off procedure?	6	4	2	
SUB-TOTAL				

1.12 Financial Security

Circle the number to the right that best describes your answer and place the number in the score column.	Circle Only One			SCORE
	Yes	No	N/A	
1) Is there a written, up-to-date accounting procedure manual that identifies how money and financial resources are handled, counted, deposited, reported and audited?	9	6	0	
2) For the counting of offerings, is there a policy that requires at least three people to be present and that these people are rotated on a regular basis?	9	6	0	



3) Is there a policy that no one person has the authority to approve purchases, issue funds and sign checks?	9	6	0	
4) Are bank statements reconciled by someone who does not have the authority to issue or sign checks?	9	6	0	
5) Is there a policy that requires all checks issued by the house of worship to have at least two signatures?	9	6	0	
6) Does a certified public accountant or other qualified outsider conduct an annual financial audit?	6	4	0	
7) Does the house of worship have a UL Listed money safe on-site for the storage of cash funds?	3	2	0	
SUB-TOTAL				
TOTAL				

How safe is your house of worship?

618

Congratulations! You've attained the highest score possible. However, to ensure the safety and security of your house of worship, we encourage you to periodically take the assessment to identify improvement opportunities.

412

If your score was closer to this number, there are likely opportunities for you to improve the safety and security of your house of worship. We encourage you to review the assessment carefully and take any corrective action.

118

If your score was closer to this number, there are likely opportunities for you to improve the safety and security of your house of worship. We recommend that you review the assessment carefully and take any corrective action immediately.

For more information about the *House of Worship Safety & Security Assessment*, or if you would like a Honeywell security professional to review the assessment with you in more detail, please call us at 1-800-793-5949 to schedule a FREE consultation.