



Warehouse Security Guidelines

Protecting cargo from theft while stored in your warehouse is an essential part of a risk management plan for warehouse operators. The risk of theft from a warehouse cannot be completely eliminated; however, it can be significantly reduced by implementing basic preventative measures.

The following guidelines can help decrease occurrences and the severity of warehouse theft:

Alarms and Surveillance Systems

- Establish a regular schedule to ensure security alarms and surveillance cameras are in working order and that battery powered units are fully charged
- Ensure the company call list is kept up-to-date and those on the list are familiar with proper procedures for responding

Building and Yard Vigilance

- Frequently survey the perimeter. Ensure fencing, windows, doors and roofs are properly secured
- Do not leave anything outside or within a warehouse that may facilitate a burglary when the building is left unattended
- Leave interior and exterior lights on when the building is unattended
- Remove keys from all warehouse equipment such as forklifts and place them in a secure location
- Consider hiring a contracted security guard on holidays

Neighborhood Watch

- Establish a relationship with neighbors and agree to assist them by reporting suspicious activity on their property and ask them to do the same for you
- During holidays, contact law enforcement and request, if possible, additional patrol in the area

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