

## Physical Security Plan

Map Reference \_\_\_\_\_

(Classification) \_\_\_\_\_

Copy No. \_\_\_\_\_  
 Issuing Headquarters \_\_\_\_\_  
 Place of issue \_\_\_\_\_  
 Date of issue \_\_\_\_\_

**PHYSICAL SECURITY PLAN**

1. Purpose. State purpose of the plan.
2. Area Security. Define the areas, buildings, and other structures considered critical and establish priorities for their protection.
3. Control Measures. Define and establish restrictions on access and movement into critical areas. These restrictions can be categorized as
  - a. Personnel Access:
    - (1) Establish controls pertinent to each area or structure
      - (a) Authority for access.
        - 1 Unit personnel.
        - 2 Visitors.
        - 3 Maintenance personnel.
        - 4 Contractor personnel.
        - 5 National Guard.
      - (b) Access criteria for:
        - 1 Unit personnel.
        - 2 Visitors.
        - 3 Maintenance personnel.
        - 4 Contractor personnel.
        - 5 National Guard.
    - (2) Identification and control.
      - (a) Describe the system to be used in each area. If a security system is used, a complete description covering all aspects of the system is used, and in disseminating requirements for identification and control conducting business on the installation.

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It is essential, in the best interest of security, that each installation, unit, or activity maintain and use a detailed physical security plan. The plan should include at least special and general guard orders, access and materiel control, protective barriers/lighting systems, locks, intrusion detection systems, etc. This appendix contains a sample plan.

(Classification)

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PHYSICAL SECURITY PLAN

1. Purpose. State purpose of the plan.
2. Area Security. Define the areas, buildings, and other structures considered critical and establish priorities for their protection.
3. Control Measures. Define and establish restrictions on access and movement into critical areas. These restrictions can be categorized as to personnel, vehicles, and materials.

a. Personnel Access:

- (1) Establish controls pertinent to each area or structure.

(a) Authority for access.

(b) Access criteria for:

1 Unit personnel.

2 Visitors.

3 Maintenance personnel.

4 Contractor personnel.

5 National Guard.

- (2) Identification and control.

(a) Describe the system to be used in each area. If a badge system is used, a complete description covering all aspects should be used in disseminating requirements for identification and control of personnel conducting business on the installation.

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(b) Application of the system.

- 1 Unit personnel.
- 2 Visitors to restricted areas.
- 3 Visitors to administrative areas.
- 4 Vendors, tradesmen, etc.
- 5 Contractor personnel.
- 6 Maintenance or support personnel.

b. Material Control.

(1) Incoming.

- (a) Requirements for admission of material and supplies.
- (b) Search and inspection of material for possible sabotage

hazards.

(c) Special controls on delivery of supplies and/or personnel shipments in restricted areas.

(2) Outgoing.

- (a) Documentation required.
- (b) Controls, as outlined in (1) (a), (b), and (c) above.
- (c) Classified shipments NOT involving nuclear/chemical

material.

(3) Nuclear/chemical material.

- (a) Controls on movement of warheads/chemicals on the installation.
- (b) Controls on shipments or movement of training warheads/chemicals.
- (c) Controls on pickup or delivery of warheads/chemicals outside the installation.

c. Vehicle Control

- (1) Policy on search of military and privately owned vehicles.
- (2) Parking regulations.
- (3) Controls for entrance into restricted and administrative areas.

- (a) Privately owned vehicles.
- (b) Military vehicles.
- (c) Emergency vehicles.

d. Vehicle Registration.

4. Aids to Security. Indicate the manner in which the following listed aids to security will be implemented on the installation.

a. Protective barriers.

- (1) Definition.
- (2) Clear zones.
  - (a) Criteria.
  - (b) Maintenance.
- (3) Signs.
  - (a) Types.
  - (b) Posting.
- (4) Gates.
  - (a) Hours of operation.
  - (b) Security requirements.
  - (c) Lock security.

b. Protective Lighting System.

- (1) Use and control.
- (2) Inspection.

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(3) Action to be taken in the event of commercial power failure.

(4) Action to be taken in the event of a failure of alternate source of power.

(5) Emergency lighting systems.

(a) Stationary.

(b) Portable.

c. Intrusion Detection Systems.

(1) Security classification.

(2) Inspection.

(3) Use and monitoring.

(4) Action to be taken in event of "Alarm" conditions.

(5) Maintenance.

(6) Alarm logs or registers.

(7) Sensitivity settings.

(8) Fail-safe and tamper-proof provisions.

(9) Monitor panel location.

d. Communications.

(1) Locations.

(2) Use.

(3) Tests.

(4) Authentication.

5. Security Forces. Include general instructions that would apply to all security force personnel (fixed and mobile). Detailed instructions such as Special Orders and SOP should be attached as annexes.

a. Composition and organization.

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- b. Tour of duty.
- c. Essential posts and routes.
- d. Weapons and equipment.
- e. Training.
- f. Use of sentry/patrol dogs.
- g. Method of challenging with sign and countersign.
- h. Alert force.
  - (1) Composition.
  - (2) Mission.
  - (3) Weapons and equipment.
  - (4) Location.
  - (5) Deployment concept.
- 6. Contingency Plans. Indicate required actions in response to various emergency situations. Detailed plans such as counterterrorism, bomb threats, hostage negotiation, disaster, fire, etc., should be attached as annexes.
  - a. Individual actions.
  - b. Alert force actions.
  - c. Security force actions.
- 7. Use of Air Surveillance.
- 8. Coordinating Instructions. Indicate matters which require coordination with other military and civil agencies.
  - a. Integration with plans of host or nearby military installations.
  - b. Liaison and coordination.
    - (1) Local civil authorities.

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- (2) Federal agencies.
- (3) Military organizations.

/s/ \_\_\_\_\_  
Commander

**Annexes:**

- A - Intelligence
- B - Installation Security Status Map
- C - Contingency Plans
- D - Special Instructions to Security Officers/Managers and Officers of the Day
- E - Commander of Relief Instructions
- F - Sergeant of the Guard Instructions
- G - Special Orders for Guard Posts