Night Patrolling Security Checklist

Pre-Patrol Preparations

[ ] Equipment Check: Ensure flashlights, radios, and other essential gear are functional and fully charged.
[ ] Route Plan: Review the designated patrol route and any recent changes or areas of concern.
[ ] Communication: Verify that you can communicate clearly with the central security station or any other relevant points.

Physical Security Checks

[ ] Entrance/Exits: Ensure all doors, gates, and access points are locked and secure.
[ ] Windows: Check for any broken or opened windows.
[ ] Perimeters: Walk the perimeters to ensure there are no breaches or suspicious activities.
[ ] Parking Areas: Inspect for any unauthorized vehicles or individuals.
[ ] Emergency Exits: Confirm they're secure but functional for emergencies.

Building & Infrastructure

[ ] Lighting: Ensure exterior and interior lights are functioning. Note any dark spots or malfunctioning lights.
[ ] Surveillance Systems: Check if cameras and alarms are operational.
[ ] Fencing/Walls: Look for any breaches or damages.
[ ] Maintenance Issues: Identify potential safety hazards like leaks, tripping hazards, etc.

Sensitive Areas

[ ] Server Rooms: Ensure they're locked and show no signs of tampering.
[ ] Storage Areas: Check for signs of break-ins or tampering.
[ ] Cash Registers/Offices: If applicable, ensure these are secure.

Environmental Awareness

[ ] Sounds: Listen for any unusual noises, especially in typically quiet zones.
[ ] Shadows/Movements: Stay vigilant for any unexpected movement, especially in low-lit areas.
[ ] Unattended Items: Look out for any suspicious packages or items.

Post-Patrol Activities

[ ] Log Entries: Record any observations, incidents, or issues found during the patrol.
[ ] Report Malfunctions: Alert maintenance or management about lights out, broken cameras, etc.
[ ] Handover: If applicable, brief the next security officer or team about any concerns.

This Night Patrolling Security Checklist Template was created by Connecteam - the easiest way to manage your employees in one place.