

SECURITY

SECURITY COORDINATOR

The Security Coordinator is responsible for the purchase, rental, preparation, maintenance, and storage of all supplies and equipment required by the Security Department. All supplies and equipment shall be furnished by the Company or may be supplied by the Security Coordinator via a rental agreement.

The Security Coordinator shall be responsible for the delegation of work as required for the efficient operation of the Security Department.

SECURITY CAPTAIN

The Security Captain must be able to perform those functions as delegated by the Security Coordinator, and must be able to assume all responsibilities in the absence of the Security Coordinator.

SECURITY CREW/WATCHPERSON

The Security Crew/Watchperson shall perform duties as directed by the Security Coordinator or Security Captain and those duties shall include: ensuring that all required entrances and exits are locked; maintaining a list of those persons entitled to have keys; hourly checks of site and building access points as well as sets and equipment (including power/generators); ensuring that only authorized persons are permitted on site; inspecting all vehicles on site.