## 3.7 SECURITY PLAN SUMMARY

If you are awarded a contract, you will be required to adopt a security plan, to assure that agency employees, patrons, other citizens, equipment, and consigned inventory will be protected from harm (your plan should detail how you intend to address the items listed below).

If you are awarded a contract, state whether you agree to provide either on your own, through your lease or sublease, or by contract:

1. An electronic alarm system: No _____ Yes _____

   A. Monitored 24 hours, off-site (Mandatory)? No _____ Yes _____

   B. Reported off-site if wires cut or tampered with (Mandatory)? No _____ Yes _____

   C. Adequate alarm buttons (Mandatory)? No _____ Yes _____

   D. Motion detectors connected to alarm system (Mandatory)? No _____ Yes _____

   E. Alarm monitored door contacts on all exterior doors (Mandatory)? No _____ Yes _____

   F. Alarm monitored contacts on all exterior windows (Mandatory)? No _____ Yes _____

   G. Motion activated security lights (Suggested)? No _____ Yes _____

   H. Video recording camera surveillance system (Suggested)? No _____ Yes _____

2. A safe or secure locking cabinet (Mandatory)? No _____ Yes _____

3. A secured storage room with alarm monitored contacts on door(s) and window(s), if applicable (Mandatory)? No _____ Yes _____

4. A cross cut shredder to be made available to customers for destroying customer copy records (Mandatory)? No _____ Yes _____

5. All doors and all windows will be securely locked when the license agency is closed (Mandatory)? No _____ Yes _____

Note: For Deputy Provided Sites, the deputy registrar shall install and maintain an approved alarm system. At BMV Controlled Sites, either the BMV or the deputy registrar will install an approved alarm system, which will be maintained by the deputy registrar.