

## Physical Site Inspection Checklist

Define critical/sensitive areas: Server room, Demarcation area, Telecom/phone closet, DVR/Camera, Wire transfer area, DR alternate site, and any exposed cabling

Who can access? (Get a list of authorized employees)

How is access restricted: Physical key, cipher-lock, electronic card, biometrics

Are keys/combos changed periodically?

What other layers exist: Cameras, motion detectors, visitor sign-in, guards, man-trap, after-hours lockout, locking rack for devices, etc.

Do walls extend to the ceiling?

What prevents piggybacking?

Are visitors escorted, and do they sign confidentiality agreements?

Do exterior windows exist, and are they darkened/alarmed?

What controls exist to prevent fires: Halon/FM200, fire extinguishers, sprinkler system

Smoke/particle/heat detection?

What prevents flooding or water leakage from pipes above?

How is temperature controlled/monitored?

How is humidity controlled/monitored?

Is the area neat, organized, not cluttered?

Are devices/cables appropriately labeled?

What prevents loss of power: UPS for all equipment? Up for \_\_\_\_\_ minutes

Is there a generator (natural gas, diesel)?

Is generator regularly tested/maintained? How is fuel supply assured?

Courier Controls?