

IT EQUIPMENT

The following endorsement has been added to our Computer Policy,.

Minimum Security

LBH&F must ensure that

- 1) Final exit doors are secured as follows
 - (a) timber doors – by mortice deadlocks having five or more levers or conforming to BS3621 with matching boxed striking plate
 - (b) aluminium doors – by cylinder mortice lock operating a swinging lock bolt
 - (c) PVCu doors – by key operated multi-point locking devices having three or more locking points
 - (d) The first closing leaf of double leaf doors must be fitted internally with bolts top and bottom

When The Premises are closed for business all locks fitted to final exit doors must be put into effect.

- 2)..All other external doors and internal doors leading to common areas or other premises are secured
 - (a) by the means set out in (1) above, or
 - (b) by key operated security bolts fitted top and bottom.
- 3)..All opening windows or rooflights accessible from the ground or via roofs, pipework or other structures are secured by key operated locking devices or screwed permanently shut.
- 4)..Any security measures stipulated or agreed by the Insurer in writing.

Any door or window officially designated a fire exit by the Fire Authority is excluded from these requirements.