Security Audits
for Condominiums

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3D Security Services are industry experts in Physical Security with a specialization in Condominium Corporations

Security is always seen as too much until the day it is not enough.

≈ William Webster, Former FBI Director

Items of Discussion

- Experience as a practicing Condominium Manager
- Security Problems observed as a Condominium Manager
- Security Experiences – Audits and Assessments
- The Security Audit
- The Integrated Condominium Security Solution
- Conclusion

Observations from past 15 years as a Condominium Manager:

- **Main Threats for Condominiums:**
  - Vandalism
  - Small time theft
  - Break and Enter (garage)
  - Disgruntled Employees

In the majority of the security events, the assets that are targeted are in the common element (parking garage, site office, lobby, etc.) Based on this observation, Security Solutions should ensure adequate coverage in these areas.

Security Issues affecting Condominiums Corporations:

- Systems may be adequate at the time of installation, but do not allow for upgrades / enhancements or changes in the operating environment

- Due to the above, systems are expensive to repair, upgrade, and/or replace(often issues of incompatibility)

- Lack of Security Integration (IDS / AC / VSS / Lighting)

- Security budget does not account for *Security by Design*

- Security Measures in the past may be reactive installation of equipment and/or allocation of resources

- Most RFS lump security into *Life Safety* or *Enterphone*

Common Security Issues Observed

Vulnerabilities may be left unaddressed

- Lack of Security Integration

- Security records not kept accessible for adequate (30 days minimum) period of time

- Minimal archiving of security records

- Security databases (fobs/garage door openers) not properly updated and maintained

- Camera resolution is not always appropriate for the location

- FAKE CAMERAS

How to identify and address these vulnerabilities?

What is a Security Audit?

- A Security Audit is a report that assesses and reports on the security effectiveness of the current system.

- The report identifies areas of compliances and deficiencies within the Physical Protection System (PPS).

- It provides recommendations on Security best practices and regulations.

- It differentiates between other types of audits as it provides recommendations to mitigate the risks described in the findings.

- Due to the inclusion of the risks and recommendations, the report may be considered as similar to Threat & Risk Assessment (TRA)

A Security Audit will review the following systems:

- Access Control

- Intrusion Detection

- Security Lighting

- Video Surveillance System

- Physical Protection Systems

- Perimeter Protection

- Incident Response

- Security Redundancies and Contingencies

- Security Personnel – Guard Force, Policy, Procedures, Security Control Room, and Post Orders
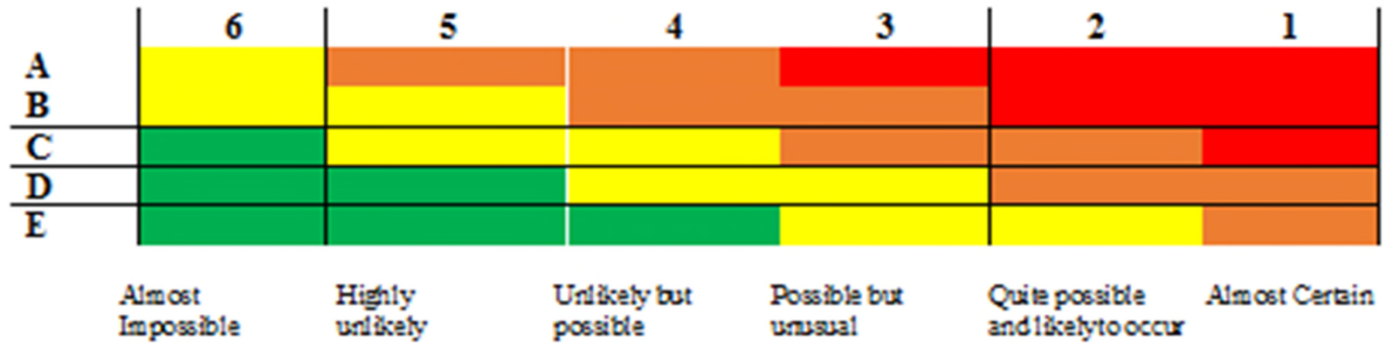
The Integrated Condominium Security Solution

- Good News is that it is not all *Doom and Gloom* – buildings are not burning down around us.

- Rating Risk Findings: For the time being, the majority of the identified risks are in the moderate (yellow) category.

- Residents of Condominiums are expecting that they (and their property) are safe and reasonably free from risk.

- The Board of Directors does have options to address Risk:
  - Mitigating (Implement Security Audit's recommendations)
  - Off-loading (insurance)
  - Accepting(do nothing)

- Residents of Condominiums further expect that their security dollars (condominium fees) are spent wisely with the best return on the investment.

Risk Rating of Findings

Consequence of Risk		6	5	4	3	2	1
A: Fatal	A						
B: Very Serious	B						
C: Moderately Serious	C						
D: Serious	D						
E: Relatively unimportant	E						

Probability of Risk

Almost Impossible	Highly unlikely	Unlikely but possible	Possible but unusual	Quite possible and likely to occur	Almost Certain

		Unmitigated Risk	Mitigated Risk
🟥	**Extreme Risk**	Emergency	Unacceptable Risk – take additional mitigating action
🟧	**High Risk**	Urgent	Unacceptable Risk – take additional mitigating action
🟨	**Moderate Risk**	Mitigation must be justified	Execute mitigation
🟩	**Low Risk**	Mitigation should not be done	Mitigation may not be justified

Key Points to Consider for Security Audit:

- When completing the Annual Operating budget, sufficient funds should be allocated to undertake the audit.

- Not an annual event –can be done right before updates to the Reserve Fund Study. Report and Recommendations can be presented to the engineer completing the study for inclusion in Reserve Fund Spreadsheet.

The Complete Audit vs. The Free audit

	Complete Audit	Free Audit sometimes offered by local police forces
# of visits to site	With the complete audit, the site is visited during day, night, weekdays and weekends (min. 5 visits)	Usually the site visit is conducting once – during a weekday, business hours -(when most people are out of building)
Risk Rating	The complete audit rates the vulnerabilities by risk in order to allow management to prioritize the recommendations	Usually no risk rating
Recommendations	Finding and Recommendations are precise: "only 6 fc of lighting present – area should be increased to 10fc for proper integration"	Recommendations are usually general in nature and can be inexact: "need more lighting in the front area"
Training	Eight security modules must be passed with a mark of 80% or higher - Continuing education points required to keep certification	2 weeks of CPTED training – Usually they act in the position for a 4 year term and are then move to another job.
Depth of Audit	Complete review of security integration and systems – including archiving, back-ups, database management, etc	Usually only review the exterior area and provide comments on lighting and environment
Knowledge of Condominium Processes	Recommendations should be presented in accordance with proper Condominium Governance.	Usually not aware of the restriction on Condominiums such as reserve fund expenses vs. operating expenses, substation changes to common element, etc.

Next Steps for Condominiums

After receiving a Security Audit:

- Review the recommendations and prioritise the implementation of the stated security solutions

- When reviewing reports, look at the risks and the best ROI for the security dollars

- Determine which (if any) recommendations are to be actioned immediately, funded through Operational or Reserve Account

- For longer term planning, provide the recommendations to the Building Engineer for inclusion or updates to the Reserve Fund

Challenges facing Board of Directors:

- The security budget competes for dollars with other, more visible, projects (enhancements with a "wow" factor).

- When properly implemented, the security solution is transparent to the owners, so they may not necessarily appreciate the cost or see the value.

- The security audit report with recommendations can be daunting. Understand that not everything needs to be done at once. Prioritize the recommendations and implement them over time

Summary:

- Budget for, and Commission, a Security Audit for the Condominium Corporation (operating budget)
- Take Findings & Recommendations and:
  - Prioritize based on Risk and Budget
  - Provide approved Recommendations to Engineer updating Reserve Fund Study
- Report to the Owners at the Annual General Meeting
- Use the AGM as an opportunity to educate the owners in proper Security Processes

Questions?

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