Security Project Deliverables

Detailed Stage 01–04 register
with timing, ownership and approval gates

WORKING REFERENCE

Based on SAIS SEC-14, Version 1.0

01	Risk + concept
02	Preliminary design
03	Detail design
04	Operational readiness

Four gates control project progression

Stages 01–03 clear design and execution; Stage 04 clears operation.

01

RISK + CONCEPT

SRA • 10% conceptual design • organization / policy / training concepts

GATE

After project initiation; before preliminary design

PRIMARY LEAD

Security Consultant

02

BID-READY DESIGN

PD • PSI • SDD • SoW • schedule / equipment / waivers / drawings

GATE

After SAIS-approved COD; before contractor bid / award

PRIMARY LEAD

Security Consultant

03

APPROVED FOR EXECUTION

Certified detail design • device data • drawings • PoC • readiness progress

GATE

Before procurement, construction or installation

PRIMARY LEAD

Security Contractor + Consultant oversight

04

READY TO OPERATE

SAT • training • SOPs • as-builts • certifications • organization readiness

GATE

During commissioning; before facility operation

PRIMARY LEAD

Facility Operator

Source: SAIS SEC-14, pp.17–18 (§6 overview), pp.19–36 (§§6.1–6.4).

Accountability shifts across four stages

SAIS remains the approval authority at every gate.

ROLE	STAGE 01	STAGE 02	STAGE 03	STAGE 04
Facility Operator	Select parties; NDA; approve SRA	Assure consultant capability + output	Support procedures / training; receive evidence	Submit package; co-sign ORC; executive compliance sign-off
Security Consultant	SRA; COD; concepts	PD; contractor RFP	Review / certify DD and device selection	Monitor T&C; review procedures; confirm initial training
Security Contractor	—	—	DD; devices; construction; installation	Test / commission; co-sign ORC; warranty ≥1 year
SAIS	Approve Stage 01	Approve Stage 02	Approve Stage 03 before execution	Approve Stage 04 before operation

CONTROL POINT **FO owns party selection and submission quality; the consultant may not bid for installation on the same project.**

Source: SAIS SEC-14, pp.9–10 (§§5.2.2–5.2.4), pp.19, 23, 26, 33–36.

Stage 01 establishes the design basis

Three linked parts form one SRA / COD submission package.

WHEN Project initiation → before Stage 02

LEAD Security Consultant; FO approves SRA

STAGE 01

01 Security Risk Assessment

SRA document • required drawings • Business Criteria Analysis and supporting FSC documentation. Cover the entire facility, including project expansion areas.

02 Concept of Design

10% Conceptual Design Document • site-specific drawings • summary / justification of identified SAIS non-compliances and future waiver requests.

03 Organization, policy and training concepts

Concept security organization, posts and headcount • policy / procedures / post-order development concept • formal and informal training-program concept.

HANDOFF CONDITIONS

- **FO approval before submission**

  The FO reviews and approves the SRA before it goes to SAIS.

- **Development continues**

  Part 3 concepts are developed jointly by the consultant and FO through Stages 02–03.

- **Training finishes before Stage 04**

  Detailed training is developed in Stage 02, executed in Stage 03 and completed before Stage 04.

Source: SAIS SEC-14, pp.19–22 (§6.1).

Stage 02 creates a bid-ready design

The Preliminary Design must be detailed enough for contractor pricing and implementation.

WHEN **After SAIS-approved COD → before contractor bid / award**

LEAD **Qualified Security Consultant**

01 General requirements

Previous SAIS comments on COD • facility / site description • project overview and requirements

02 Design criteria

Applicable specifications, codes and standards • detailed engineering design basis

03 PSI — Stage 02

Physical infrastructure, measures, technology, human interface and procedures

04 SDD — Stage 02

SCC-integrated systems / subsystems • operational objectives • equipment identification schedule

05 Scope of Work

Construction, installation and integration scope, organized by area and linked to drawings

06 Waiver requests

Formal requests identified in SRA / COD, prepared in accordance with SEC-01

07 Drawings

Full schematic and geographic drawing set required by section 5.6 and 6.2.1.5

BINDER ORDER

General + criteria / PSI / SDD / SoW / equipment schedule / waivers / drawings

Source: SAIS SEC-14, pp.23–25 (§6.2).

Stage 03 authorizes execution

The contractor develops the final design; the consultant independently reviews and certifies it.

WHEN **After approved PD → before procurement / construction / installation**

LEAD **Security Contractor + Consultant oversight**

- **Consultant review report + certificate**
  Confirms PD comments incorporated, DD matches approved PD and SEC-01 through SEC-19.
- **Facility and project overview**
  General site description, project overview and detailed execution scope.
- **Detailed Scope of Work**
  All construction, installation and integration of security infrastructure and systems.
- **Security Design Document**
  SCC, PSI, equipment and device parameters, specifications and requirements.
- **Certified detail drawings**
  Each drawing stamped, signed and dated by the consultant for SAIS / PD compliance.

- **Vendor evidence**
  Data sheets, specifications and applicable certificates for every device and component.
- **Proof of Compliance**
  Directive-specific PoC as required by each applicable SEC directive.
- **Operational-readiness progress**
  Progress on procedures / Security Manual and contractor / FO training programs.
- **Project schedule**
  Project start date, major milestones and completion date.

Source: SAIS SEC-14, pp.26–27 (§6.3.1).

Stage 03 binder: Sections 01–08

Sections 01–08 organize the certified detail design by infrastructure and system domain.

01 General requirements

Consultant review report • site / project overview • detailed description and SoW

02 SDD — Stage 03

SCC design and architecture • subsystem functions / technical descriptions • network integration

03 PSI — Stage 03

Buildings / elements / equipment design • construction drawings • materials and certifications

04 Security fencing

Design and calculations • perimeter layout • barriers, roads, penetrations and gates • data sheets

05 Security gates

Gate layouts • device / equipment installation drawings • data sheets • road-blocker / bollard test certificates

06 Security lighting

Perimeter / gate / area designs • calculations and plotter prints • installation drawings • data sheets

07 Security Control Center

Construction design • SCC layout • integrated systems / software • data sheets • manning

08 IDAS

Perimeter intrusion and CCTV layouts • field-of-view / lens calculations • data sheets

Source: SAIS SEC-14, pp.27–30 (§6.3.2, Sections 1–8).

Stage 03 binder: Sections 09–16

Sections 09–16 complete system detail, compliance evidence and delivery controls.

09 Access Control System

Location-by-location component layouts and installation drawings • data sheets / specifications

10 Video assessment + surveillance

CCTV layouts and installation drawings • field-of-view / lens calculations • data sheets

11 Networks + communications

SECNET topology / capacity / interfaces / cabling • wired / radio comms • coverage map • storage and bandwidth calculations

12 Power supply

Emergency power and UPS drawings • power / UPS calculations • data sheets / specifications

13 Waiver requests

Summary of SAIS non-compliances identified in SRA / COD and previously approved in PD

14 Proof of Compliance

PoC evidence required by each applicable SEC directive

15 Operational-readiness progress

Procedure-development status • contractor / FO training-program status

16 Project schedule

Start date • major project milestones • project completion date

Source: SAIS SEC-14, pp.30–32 (§6.3.2, Sections 9–16).

Stage 04 proves operational readiness

Evidence must show both the security system and the Facility Operator are ready for full operation.

WHEN **During commissioning → before declaring the facility operational**

LEAD **Facility Operator submits; contractor + consultant support**

01
CERTIFICATIONS

Operational Readiness Certification jointly signed by FO + contractor.

Security Compliance Certification signed by CEO / executive management.

02
INSTALLATION + TESTING

SAT summary and certifications.

Training program, course content and attendance.

SOP list.

As-built drawing list + soft copy.

03
SECURITY ORGANIZATION

Completed policy, procedures and post orders.

Organization chart + personnel list.

Maintenance plan.

Post manning plan.

04
LAND / WATER — IF APPLICABLE

Liaison and cooperation plan with Maritime Forces.

Communications, situational awareness, early warning and response responsibilities.

GO-LIVE GATE **SAIS approval of Stage 04 documentation is required before the facility is declared operational.**

Source: SAIS SEC-14, pp.33–36 (§6.4).

Five evidence steps unlock go-live

Complete the evidence first; certify only when the operational statements are true.

01	TEST	**SAT results demonstrate all implemented security systems were tested onsite.**	Contractor performs / documents; consultant monitors.
02	ENABLE	**Training completed; attendance evidenced; SOPs implemented; personnel can operate systems.**	FO owns readiness; contractor supports training; consultant reviews.
03	CO-SIGN	**ORC attests systems are operational, commissioned, supported by SOPs, trained staff and warranty / maintenance.**	FO + installation contractor jointly sign.
04	CERTIFY	**Compliance certificate confirms execution against approved DD and records approved non-compliances.**	Facility CEO or executive management signs.
05	APPROVE	**Readiness package, organization evidence, SAT summary and as-builts are submitted for approval.**	FO submits to SAIS; SAIS approves before operation.

Source: SAIS SEC-14, pp.33–36 (§§6.4.1–6.4.2).

One document-control standard applies

The same format discipline applies across Stages 01–04.

PACKAGE CONTROL

- **Binder identification**
  Company • project number and name • location • stage • volume x of x
- **Document structure**
  Main document plus referenced supporting drawings, schedules and data sheets; labeled section separators
- **Language + page control**
  English or English translation • company / project header on every page • page number in footer
- **Hard + electronic copies**
  Printed hard copy plus removable-media copy in the same sequence
- **Submission data sheet**
  Updated data sheet is the first page of every submission

DIGITAL + DRAWING CONTROL

- **Text documents**
  One complete print-ready PDF mirroring hard copy; A4 except drawings / large tables as needed
- **Drawings**
  High-quality PDF • adequate size / resolution • related drawings grouped into multi-page files
- **Drawing emphasis**
  Non-security content greyed out; dedicated security information kept clear and uncluttered
- **Drawing size**
  Large-scale facility layouts / plot plans generally A0; A0 / A1 drawings may be rolled when required
- **Photographs + brochures**
  High-quality PDF • contextual captions with company, facility and location • brochures in color PDF

Source: SAIS SEC-14, pp.11–16 (§§5.3–5.6).

Master deliverables register

Use this page as the project manager's gate review.

STG	DELIVERABLE PACKAGE	WHEN DUE	PREPARE / EXECUTE	REVIEW / SIGN / SUBMIT	SAIS GATE
01	SRA • 10% COD • org / policy / training concepts	Initiation; before PD	Consultant; FO supports Part 3	FO approves SRA + submits	Design basis
02	Criteria • PSI • SDD • SoW • equipment • waivers • drawings	After COD; before bid	Security Consultant	FO quality check; consultant RFP	Bid-ready PD
03	Consultant certificate • DD • Sections 1–16 • PoC • readiness • schedule	After PD; before execution	Security Contractor	Consultant reviews, stamps + certifies	Final design
04	ORC • compliance certificate • SAT • training • SOPs • as-builts • organization	Commissioning; before operation	Contractor T&C; FO readiness	ORC co-sign; CEO certifies; FO submits	Operational readiness

STOP / GO RULE **Do not progress to the next phase until the current deliverables are complete and the required SAIS approval is secured.**

Source: SAIS SEC-14, pp.17–36 (§6). Timing is a concise paraphrase of explicit approval requirements.