

## Scope of a court security plan

Each court security plan should, at a minimum, address the following general security subject areas:

1. Composition and role of court security committees;
2. Composition and role of executive team;
3. Incident command system;
4. Self-assessments and audits of court security;
5. Mail handling security;
6. Identification cards and access control;
7. Courthouse landscaping security plan;
8. Parking plan security;
9. Interior and exterior lighting plan security;
10. Intrusion and panic alarm systems;
11. Fire detection and equipment;
12. Emergency and auxiliary power;
13. Use of private security contractors;
14. Use of court attendants and employees;
15. Administrative/clerk's office security;
16. Jury personnel and jury room security;
17. Security for public demonstrations;
18. Vital records storage security;
19. Evacuation planning;
20. Security for after-hours operations;
21. Custodial services;
22. Computer and data security;
23. Workplace violence prevention; and
24. Public access to court proceedings.

Each court security plan should, at a minimum, address the following law enforcement subject areas:

1. Security personnel and staffing;
2. Perimeter and entry screening;
3. Prisoner and inmate transport;
4. Holding cells;
5. Interior and public waiting area security;
6. Courtroom security;
7. Jury trial procedures;
8. High-profile and high-risk trial security;
9. Judicial protection;
10. Incident reporting and recording;
11. Security personnel training;
12. Courthouse security communication;
13. Hostage, escape, lockdown, and active shooter procedures;
14. Firearms policies and procedures; and
15. Restraint of defendants.

Each court security plan should address additional security issues as needed.