

Site & Tool Security Checklist

A one-page companion to “Why Site Theft Costs More Than the Tools” — for vans, workshops and construction sites.

1 Know What You Own

- ☐ Asset register kept for significant tools and equipment
- ☐ Manufacturer, model and serial number recorded
- ☐ Purchase date and replacement value recorded
- ☐ Photographs and identifying or security marks recorded
- ☐ Normal storage location recorded
- ☐ Receipts kept where practical
- ☐ Register stored somewhere separate from the equipment

3 Vans

- ☐ Equipment kept out of sight
- ☐ Particularly valuable items removed when practical
- ☐ Additional physical security considered
- ☐ Serial numbers and photographs on file
- ☐ Overnight parking location thought through
- ☐ Tool insurance conditions read (storage, security, parking)

5 The 10-Minute End-of-Day Check

- ☐ Valuable equipment accounted for
- ☐ Tools removed or secured
- ☐ Plant secured or immobilised where appropriate
- ☐ Keys removed and stored securely
- ☐ Containers and storage locked
- ☐ Vehicles checked
- ☐ Access points secured
- ☐ Cameras and alarms operating where fitted
- ☐ Gates and perimeter access checked
- ☐ Final walk-round completed (named person on larger jobs)

2 Security in Layers

- ☐ Site access controlled
- ☐ Storage secured
- ☐ Keys managed
- ☐ Lighting improved where needed
- ☐ Vehicles positioned sensibly
- ☐ Equipment recorded and marked
- ☐ Tracking, cameras or alarms used where they add genuine value

4 Shared Sites — Agree Before You Start

- ☐ Where equipment can be stored
- ☐ How access is controlled
- ☐ What happens after hours
- ☐ Who holds keys or codes
- ☐ What security systems are operating
- ☐ How an incident should be reported
- ☐ Who deals with the hire company if hired plant goes missing

6 If Something Is Stolen

- ☐ Make the area safe; avoid disturbing anything relevant
- ☐ Report to the police and get a crime reference
- ☐ Inform site management or the client where relevant
- ☐ Notify the insurer promptly; follow the policy
- ☐ Contact hire companies immediately if hired kit is involved
- ☐ Check available tracking information
- ☐ Provide serial numbers, photographs and identifying details
- ☐ Create a clear record of what was taken and what happened
- ☐ Establish how the equipment was accessed
- ☐ Fix the security weakness before replacement kit arrives

WELLSERVE TIP

A tracker doesn't replace a lock. A camera doesn't replace controlled access. Security marking doesn't replace an inventory. Read your tool insurance policy before you need it.

General guidance only. Check current requirements with your insurer, recognised security schemes, equipment manufacturers and hire providers.