

Humor Spotlight



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A basketball coach when asked to explain his team's record of two wins, seventeen losses and one tie, replied this way: "We overwhelmed two opponents, underwhelmed seventeen, and whelmed one."

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Courage: the art of being the only one who knows you are scared to death!

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A Sunday school teacher was discussing how Noah might have passed his time on the Ark. One boy suggested, "Maybe he went fishing."

"Oh, sure..." said another boy. "...with only two worms?"

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How many kleptomaniacs does it take to change a...

hey! Where's the light bulb?

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and cleaning crews, many with transient employees, often get issued master keys. Another secondary threat is an existing masterkey system. If you rekey a suite under an existing building master, whose to say that the existing master key isn't already out of control? In addition to secondary threats, there are also tertiary threats.

Each key holder that puts their key on their key ring again completely exposes your building. Keys loaned to coworkers during the day for temporary authorized access. Keys that are taken home and set on a dresser or in a drawer. Keys left with Car Wash, Valet and other people who handle your employees car's. Any of these keys a can have cut information recorded. And a "code cut" key can be made later.

These key scenarios are typical, in fact it is likely that one or more of these events have taken place in you building at one time or another and the problem is growing. The problems continue to come back around to key control. The question is how to you maintain effective key control with out having a "fortress" mentality or without spending tens of thousands of dollars on sophisticated security measures?

Here are three simple suggestions which will greatly reduce your risk of loss:

CE Reduce your risks by making your employees aware of the threats.

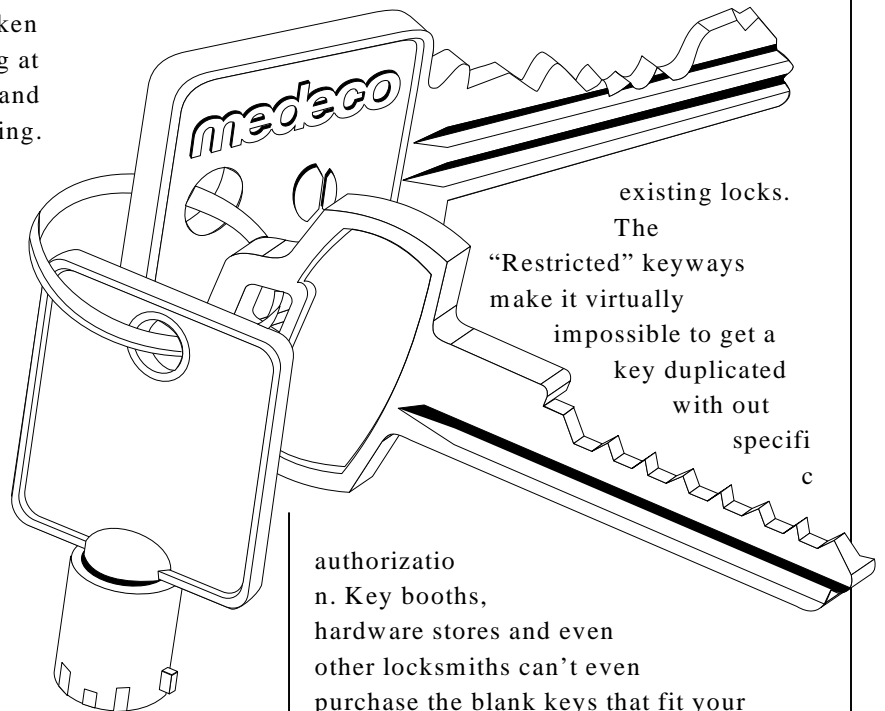
Education is inexpensive and will reduce a lot of careless mistakes. Spell out the potential of tertiary threats in a

company memo. In your memo place an emphasis on trying to keep as few keys as possible from leaving the building and locking them up in the office. Issue each employee a snap-away key chain which, if they need to loan personal keys, will allow them to remove office keys from their ring.

- *Issue rings of individual keys or sub-masters to the cleaning crew.* Make this person responsible for unlocking and relocking all areas as the cleaning crew works. While it is more cumbersome, it is also harder to loose or duplicate a whole ring of keys.

Ž Using a high security restricted keyway locking system.

There are a variety of high-security keying systems available, many of which can be retrofitted to your



authorization. Key booths, hardware stores and even other locksmiths can't even purchase the blank keys that fit your locks.

If you raise the awareness of your employees to potential losses and you implement a policy of key control in your company, you will reduce your risk to the baffling and destructive mystery that surrounds losses with no visible signs of forced entry.