

Private Security



Institute of Law Enforcement and Criminal Justice procedure Assistance Administration tates Department of Justice

PRIVATE SECURITY

A Selected Bibliography

compiled by

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National Institute of Law Enforcement and Criminal Justice
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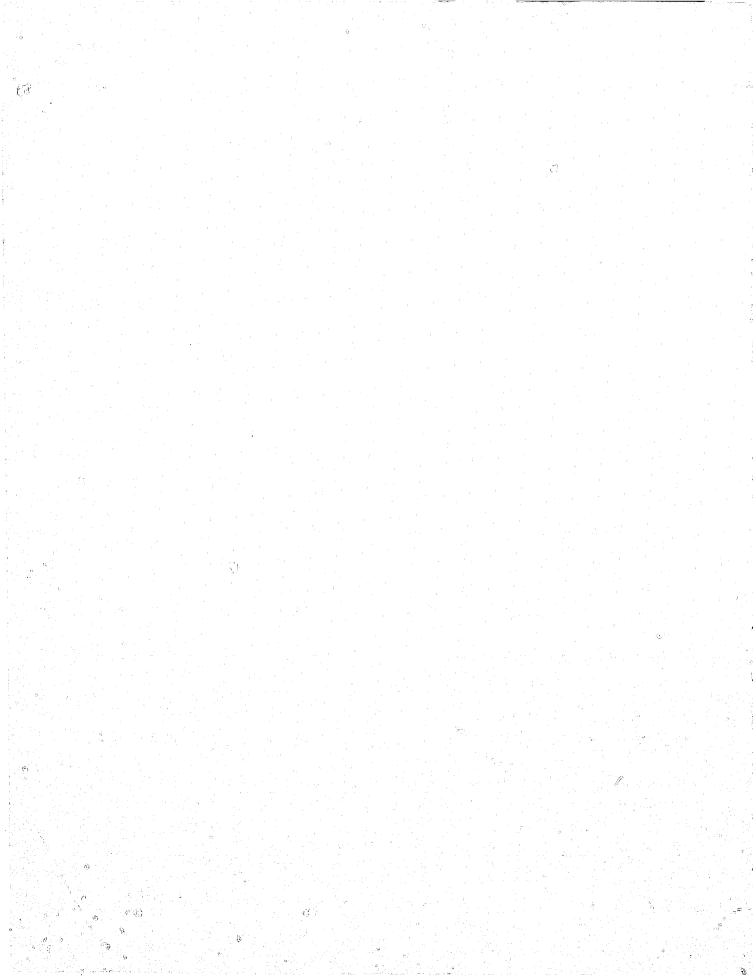
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INTRODUCTION

In 1976, the Report of the Task Force on Private Security of the National Advisory Committee on Criminal Justice Standards and Goals estimated that there were more than one million individuals involved in private security in the United States. The task force further noted that this country has failed to tap this valuable resource, even though almost every aspect of society is affected by the private security industry in one way or another. In spite of the increasing crime rate and resultant costs, the anticrime potential of private security has not yet been maximized.

The public benefits from the development of private security include prevention and reduction of crime and major contributions to technology. Law enforcement benefits from private security include resource allocation, resulting from its presence as well as its capability of providing sophisticated protective measures against thefts outside the public domain, e.g., corporate theft, embezzlement, retail trade. Additionally, private security maintains a proactive approach to crime prevention, due to its commitment to loss prevention through resource allocation, crime-specific countermeasures, and cost-benefit consciousness.

With such significant crime prevention contributions made by private security, the potential for developing a comprehensive crime prevention effort in concert with the criminal justice system and the community is readily apparent. This effort cannot be effected so long as the public perceives the crime problem as the concern of the criminal justice system only. Similarly, another barrier is the law enforcement community's view of private security as a competitor. Also compounding the problem is the divergence of opinion among police, private security, and the community about the distinction between public security and private security. both the public and the criminal justice system must take steps to develop an understanding of the nature and function of private security. Through development of improved relations, coordination of effort and exchange of technology, the opportunity for a comprehensive systematic crime prevention program can be greatly enhanced.

To accomplish this restructuring and coordination of effort, a clearer understanding of the private security industry is paramount. This bibliography was developed with the idea of serving as a resource tool for the private security industry, the criminal justice system, and the community served by both. The citations were selected from the data baso of the National Criminal Justice

Reference Service and, while not exhaustive, reflect the availability of publications.

The bibliography is organized into four sections for ease of reference:

- I. Overview. Citations in this section discuss the history, nature, and function of private security.
- II. Security Systems. This section presents a sampling of the efforts of private security in environmental security, facility security, and protection of assets. The technology and hardware developed and/or in use by private security to support crime prevention are also represented.
- III. Cooperation and Interaction. These documents describe relationships of police departments and the community and point up the need to improve interaction through communication, information sharing, and mutual respect. The problems associated with false alarms are treated.
- IV. Standards and Accountability. This section includes the standards and goals developed by the Private Security Task Force of the National Advisory Commission on Criminal Justice Standards and Goals and works emanating from the Private Security Advisory Council sponsored by LEAA. Documents about licensing, registration, and standards for private security are included in this section.

Information about how to obtain these documents may be found on the following page.

HOW TO OBTAIN THESE DOCUMENTS

All of the documents in this bibliography are included in the collection of the National Criminal Justice Reference Service. The NCJRS Reading Room (Suite 400, 1015 20th Street, N.W., Washington, D.C.) is open to the public from 9:00 a.m. to 5:00 p.m. All of the documents cited are also available in at least one of the following three ways:

• Permanent, Personal Copies from Publishers and Other Sources

The publisher or availability source of each document is indicated in the bibliographic citation, and the names and addresses of the sources are listed by entry number in the appendix. NCJRS cannot guarantee that all documents will remain available, but researchers preferring to acquire their own personal copies of the cited documents should contact the source indicated.

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When the word MICROFICHE appears in the citation, a free microfiche is available from NCJRS. Microfiche is a 4 x 6 inch sheet of film that contains the reduced images of up to 98 pages of text. Since the image is reduced 24 times, a microfiche reader is essential to read microfiche documents. Microfiche readers are available at most public and academic libraries. Requests for free microfiche should include the identifying NCJ numbers and be addressed to:

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OVERVIEW



AMERICAN SOCIETY FOR INDUSTRIAL SECURITY. Guide to Security Investigations, rev. ed. Washington, D.C., 1975. 120 p.

MICROFICHE (NCJ 27141)

This guide provides a framework to develop standards for industrial security through the screening of potential employees and adequate investigation of activities of employees that are in violation of company rules. Security officers have long recognized the importance of personnel security in industrial security programs. The desirability of eliminating applicants with poor reputations and undesirable backgrounds is obvious. By keeping such people out, many future security problems are prevented. The necessity of obtaining all of the facts concerning wrongdoing on the part of employees affecting company business is also apparent. An experienced and well-trained security organization, coordinating its efforts with top management and personnel administrators, is mandatory. This manual provides a general framework which may be used to support a more complete and detailed set of standards as applicable for individual requirements. Following a discussion of applicant processing and preemployment checking, the author comments on employee misconduct, sources of information, and claims. Attention is given to the investigation of explosions, fire and arson, bomb threats, sabotage, espionage, theft, Policies concerning conflicts of interest are commented upon, followed by a discussion of the investigation of traffic accidents, the collection and preservation of evidence, and search and Other topics covered include report writing, statements and confessions, drugs, surveillance, informants, and standard arrest records abbreviations.

BRENNAN, D. T. Other Police--Private Security Services in Greater Cleveland. Cleveland, Ohio, Administration of Justice Committee, 1975. 123 p. MICROFICHE (NCJ 26043)

> An assessment is presented of the numbers, types, benefits, risks, and regulations associated with Cuyahoga County, Ohio, private security forces in order to improve the quality and reduce the costs of these services. This study focuses on four types of private security guards and detectives: contract, proprietary, nonsworn government personnel, and public peace officer "moonlighters." Private security is said to complement and supplement municipal police, resulting in a reduction of crime and fear of crime. The study concludes that private security in Greater Cleveland too often involves abuse of firearms and arrest authority as well as dishonest business practices. The study also concludes that Ohio and Greater Cleveland regulation of private security is largely ineffective. recommends a series of specific policy changes which could be made by State and local officials as well as by Greater Cleveland consumers of security services.

3. CALIFORNIA COUNCIL ON CRIMINAL JUSTICE. Private Security and the Public Interest—A Pioneering Statewide Study in California. Berkeley,

Institute for Local Self-Government, 1974. 620 p.

MICROFICHE (NCJ 38323)

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This final report is presented from a study to investigate the nature and extent of the private security industry in California, problems arising from its conduct, and existing State and local regulations controlling the industry. The nature and extent of private security services and the reasons for recent rapid industry growth are examined. The various services and equipment and their geographical distribution throughout the State are investigated as are the characteristics of private security personnel. The roles and functions of public and private security and their patterns of interaction are analyzed as well as certain aspects of training programs for public law enforcement and private security workers and certain aspects of private sector training programs. Summaries of surveys of contract employers and inhouse security supervisors and directors, employees and clients or users of private security services, and State and local regulatory agencies are provided. The effectiveness of private security and the legal environment in which it must operate within the State are discussed. A design for action consisting of policy and statutory guidelines for State and local governments, the industry, users of security services, and local law enforcement jurisdictions is presented. Suggestions are made for additional investigations and activities which should be conducted to further an understanding of the costs and benefits of private security activities.

4. CASE WESTERN RESERVE UNIVERSITY, SCHOOL OF LAW. Private Police Training
Manual, 7th ed. Cleveland, 1977. 372 p. (NCJ 40593)

This manual was first prepared and published in 1972 by the Ohio Peace Officer Training Council for the guidance and information of private police officers and school commanders conducting certified training programs. This extensively revised 1977 edition covers the administration of criminal justice, the law and private police, police procedures and investigative techniques, and the proficiency areas of self-defense, firearms training, emergency fire techniques, and first aid. A subject index is provided.

5. FLYNN, C. W. Penn Central Police Force. Police Chief, v. 35, n. 10:30, 32, 34. October 1968. (NCJ 03824)

A historical development of railroad police and a review of the performance and function of Penn Central's security force is presented.

6. GREEN, G. and R. C. FARBER. <u>Introduction to Security</u>. Los Angeles, Security World Publishing Company, Inc., 1975. 349 p.

(NCJ 30070)

This text details the fundamental principles of physical protection, internal security, systems of defense, fire prevention and safety, and insurance. It also presents an overview of the career opportunities in security for business and industry, exemplified in such specific areas as retail, hospital, cargo, computer security, and security services. A bibliography and alphabetical index are included.

7. INTERNATIONAL SECURITY DIRECTORY, 1976-77. St. Albans, England, Security
Gazette, Ltd., 1976. 365 p. MICROFICHE (NCJ 40132)

Names and addresses of major police, fire, and private security agencies in countries throughout the world are listed, including a breakdown by country or municipality in some of the larger countries.

8. LIPSON, M. On Guard-The Business of Private Security. New York, New York Times Book Company, 1975. 255 p. (NGJ 29572)

A descriptive analysis of the industry by a specialist in security and investigation is presented. Lipson begins by explaining why the industry is a product of its history, tracing the sorting out, over two centuries, of private versus public police functions. His analysis covers the principal categories of private security. The typical uses and abuses of security guards are discussed. Personnel and training practices are examined and criticized. In background and experience, fraud investigators are seen as contributing greatly to the reputation and effectiveness of the industry. The armored car segment is generally effective, with most losses due to failure by employees to follow prescribed procedures. Need is seen for improved security equipment-especially in alarm systems. Lipson is most critical of the lack of private security legislation. He concludes that there is a need for an Institute for Private Security, independent of the industry, for research, evaluation, as a teaching facility, and as an aid to Congress in suggesting regulatory legislation.

9. MART, V. C. Private Police. <u>Police Journal</u>, v. 48, n. 2:122-132. April-June 1975. (NCJ 27937)

The historical development of private police forces and commercial security organizations in Great Britain is traced, and the two are

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compared. Before the establishment of police forces for the city of London in 1829, law enforcement was carried out by justices of the peace in their own jurisdictions throughout the country. hired constables, who in turn hired beadles to carry out their authority, but these officers were severely underpaid, therefore lowering their enthusiasm and performance. This is the basis of the principle that law enforcement is a local responsibility. period following the Napoleonic Wars and the early industrial period, there was such unrest in both the cities and the countryside that many individuals and organizations formed private police forces to guard against roving gangs. Railroad companies and the companies involved in the building of harbors and docks were concerned about security, so they were among the first to hire private constables, starting around 1830. The private forces were asked to protect the surrounding areas of their jurisdictions as well, which led to the merger of many groups. There are presently 15 private police forces in the United Kingdom, divided into 3 main groups -- government departments, public and semipublic bodies, and local authorities. term "private police" refers now to their area of jurisdiction and not to their actual duties. They wear recognized police uniforms and are established as a part of the general police services. value of private police forces is assessed; it is concluded that because they are so well established it would not be feasible to change this system. The private constables are still underpaid, so the employing organizations should be encouraged to increase their In the 1930's, private security companies were formed to fill in the gaps left among all of the other organizations. were made to increase protection in wealthy residential areas and to provide armored car service, special guards, escorts, and investigation services. These commercial establishments are based on profitmaking, so the author notes that their real value may be in question. In conclusion, the author recommends, that there be a reorganization of all the police activities in Great Britain to reduce the overlap between commercial security organizations and private police, as well as the public constables. An appendix listing the private police forces is provided.

10. MILLIGAN, W. F. Savings Bank Security Officer and the Bank Protection Act of 1968. Security Management, v. 19, p. 6:24-28. January 1976.

(NCJ 31986)

Guidelines for the selection of bank security officers and for the duties they should perform in compliance with the Bank Protection Act of 1968 and with proven security practices are presented. The functional outline for bank security officers contains physical security, security programs (such as training, investigations, weapons maintenance and issuance, and identification and documentation), and security planning considerations.

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11. OLIVER, E. and J. WILSON. <u>Security Manual</u>, 2d ed. Epping, England, Gower Press Limited, 1974. 199 p. (NCJ 31688)

This training and reference guide, for industrial and commercial security personnel, covers security practices and techniques and British law as it affects security duties. Detailed are the formal duties of security staff in the following areas: gatehouse access control, patrolling the premises, fire prevention and firefighting, cash protection (both in transit and on the premises), accident prevention, first aid, and vehicle security and search. Also outlined is British law relating to the power of search and arrest, theft and related offenses, willful damage (including arson), assault, bribery and corruption, forgery, and trespassing. Other topics covered include rules for presenting evidence in court, questioning witnesses, and the admissibility of evidence. Cash in transit and bomb threat security checklists are contained in the appendix. An index is also provided. (This manual is recommended reading for the qualifying examinations of Britain's Institution of Industrial Security).

12. PEEL, J. D. Story of Private Security. Springfield, Illinois, Charles C. Thomas, 1971. 156 p. (NCJ 02199)

This book presents historical and vocational information about the privately licensed security officer and his work. The history of private security and policing covers the period from biblical times to the present day. The pressing need for well-trained private security officers is emphasized. The point is brought out that there are many openings for security officers--these can be filled by individuals with minimum qualifications so long as they are willing to be trained and will dedicate themselves to their work. quick reflexes, agility, and snap decisions may be called for, it is the "rocklike steadiness" of the security officer that is his greatest challenge and the measure of his worth to his employer. Various types of security work are described: armored car guard, bank guard, beat man, campus security officer, corporate security force officer, government guard, hospital security officer, protection agency employee, and railroad special agent. The role of women in security and the future of private security are discussed.

13. POWELL, J. W. History and Proper Role of Campus Security, Part I. Los Angeles, Security World Publishing Company, Inc., 1971. 4 p.

(NCJ 35370)

From its humble beginnings of back offices in the basements of maintenance buildings, campus security has come into its own as a policy-making, influential part of modern college campuses. The author believes that the "police department model" of a campus security

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force is as improper as a door-checking watchman-type operation. Campus security requires a complement of well-educated and well-trained officers who have the ability to mix with students while not alienating them too much. For Part II see NCJ 35371. This article was reprinted from Security World, March 1971.

14. History and Proper Role of Campus Security, Part II. Los
Angeles, Security World Publishing Company, Inc., 1971. 4 p.

(NCJ 35371)

Personnel selection, training, uniforms, firearms, and mass student disruption are discussed in relation to the proper role of an effective campus security program. Personnel should be well-educated and college degrees are preferable. The employees should be trained inhouse. Police Academy training courses often do not deal with the problems found on campuses. The author favors a blazer and slacks type of uniform as well as the carrying of firearms, but not at all times. For Part I, see NCJ 35370. This article was reprinted from Security World, April 1971.

15. Private Police Forces in Growing Demand. U.S. News and World Report, v. 74, n. 4:54-56. January 29, 1973. (NCJ 08289)

New areas in which private police guards are being employed, problems in the industry's personnel standards and pay scales, and suggestions to improve the field are discussed.

16. STONEK, R. L. Security--The Private Police. In Chang, Daett., Ed., Fundamentals of Criminal Justice--A Syllabus and Workbook, 2d ed. Geneva, Illinois, Paladin House, 1977. 15 p. (NCJ 44058)

> An overview is presented of the history, role, structure, and effectiveness of private security services. The terms private police, private security forces, and security personnel refer to the array of private individuals and organizations that supply all types of securityrelated services, including investigation, guard patrol. Tie detection, alarm, and armored transportation. Generally, private security augments police resources by furnishing services in situations in which police cannot intervene. Although private security personnel usually do not have the special powers granted the police, in some jurisdictions private police are given either limited or full powers via authorization, commission, or deputization by a local or state agency. The history of private security is linked with that of the police. Although surveys conducted in the early 1970's indicate a satisfactory relationship between public and private police,

relatively little operational contact between the two groups occurs. The 38 States which regulate private security vary greatly in the extent and character of regulation. Specific private security roles include private guards, private detectives, private patrol persons, private alarm dispatch, armed escort, armored delivery, and courier service personnel. The relationships between the effectiveness of private security services and such factors as personnel selection and training are largely unknown. Indications that the demand for private security services will continue to rise are noted. The need to focus research on the role of private as well as public police is emphasized. A list of references and a chapter test are included.

17. U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT. Career Ladder and Curriculum Guide-Housing Management-Instructor's Manual. By P. L. Hailey, Jr. Washington, 1973. 119 p.

MICROFICHE (NCJ 29132)

Job analysis and training curriculum for the position of resident selection and occupancy trainee together with an outline of a security program for public housing are presented. This manual contains two parts. The first is a "Model Curriculum for Resident Selection and Occupancy Trainees in Public Housing Authorities and Insured Multifamily Projects." The job description, job specifications, training needs, curriculum model, and training schedule for the position are outlined. The areas covered in the training include interviewing techniques, residence eligibility determination, referral techniques, tenant's rights and responsibilities, and investigation of credit checks. The second part of the document details "A Security Program for Public Housing." This program begins with its own definition of "security" and describes the different organizational structures found in local housing authorities, the career ladder developed for the local housing authority security department, and the possible organizational structures of security departments in public housing. Job descriptions, training needs, and curriculums are also outlined for the positions of resident security aide, resident security officer, security officer, and community security aide. The importance of the relationship between the local housing authority security force, the municipal police and the community is also discussed, along with the problems that arise out of such relationships. This manual is an extension of Model Curricula and Training Techniques for Use in Training Paraprofessional Employees of Public Housing Authorities developed and prepared under contract with the U.S. Department of Housing and Urban Development by the Center for Social Policy and Community Development of the School of Social Administration, Temple University.

18. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Institute of Law Enforcement and Criminal Justice. Private
Police in the United States, Findings and Recommendations, Vol. 1.

By J. S. Kakalik and S. Wildhorn. Washington, U.S. Government Printing Office, 1971. 109 p.

MICROFICHE (NCJ 02743)
Stock No. 027-000-00137-8

A discussion and summary are presented of the findings and recommendations of a study of private police in the United States. The study estimates the trends in resource allocation to public and private security and describes the structure, functioning, and problems of the various types of private security forces. Its policy-relevant goals are to evaluate, where possible, the benefits, risks, and costs to society of current private security arrangements, and to develop and evaluate alternative policy and statutory guidelines for improving private security, with particular regard to roles, operation, conduct, licensing and regulatory standards, and legal authority and constraints.

. Law Enforcement Assistance Administration. National Institute of Law Enforcement and Criminal Justice. Private Police Industry—

Its Nature and Extent, Vol. 2. By J. S. Kakalik and S. Wildhorn.

Washington, U.S. Government Printing Office, 1972. 158 p.

MICROFICHE (NCJ 03381) Stock No. 2700-0138

A comprehensive review is presented of the nature and function of the crime prevention council according to the omnibus crime security systems and public control elements. Public and private security service categories are outlined illustrating the diversity in types of security organizations, their powers, and responsibilities. forces spurring growth in private security are discussed with trends in reported crime rates and public police budgets, business losses to crime, and business crime prevention measures. The relationships between crime insurance and the private security industry and the question of size and extent of private security forces are covered. Employment and expenditures are traced over a decade of the industry's growth. The purchase of public and private security services and equipment is reviewed from the standpoints of products and markets. Contract security, the industry's fastest growing sector, is discussed in detail, particularly with respect to the pros and cons of employing inhouse forces versus contracting for private police services. Costs and effectiveness of private security are discussed as are such personnel matters as kinds of people employed, their transience and earnings, and training, or the lack thereof. Summary survey results of about 300 private security workers provide information on employees' personal and work histories, current job training, knowledge of legal powers, judgment in hypothetical work situations, supervision, relations with public police, and the potential for improper action and abuse of authority.

Law Enforcement Assistance Administration. National Institute of Law Enforcement and Criminal Justice. Special-Purpose Public Police, Vol. 5. By J. S. Kakalik and S. Wildhorn. Washington, U.S. Government Printing Office, 1972. 47 p.

MICROFICHE (NCJ 03380) Stock No. 2700-0141

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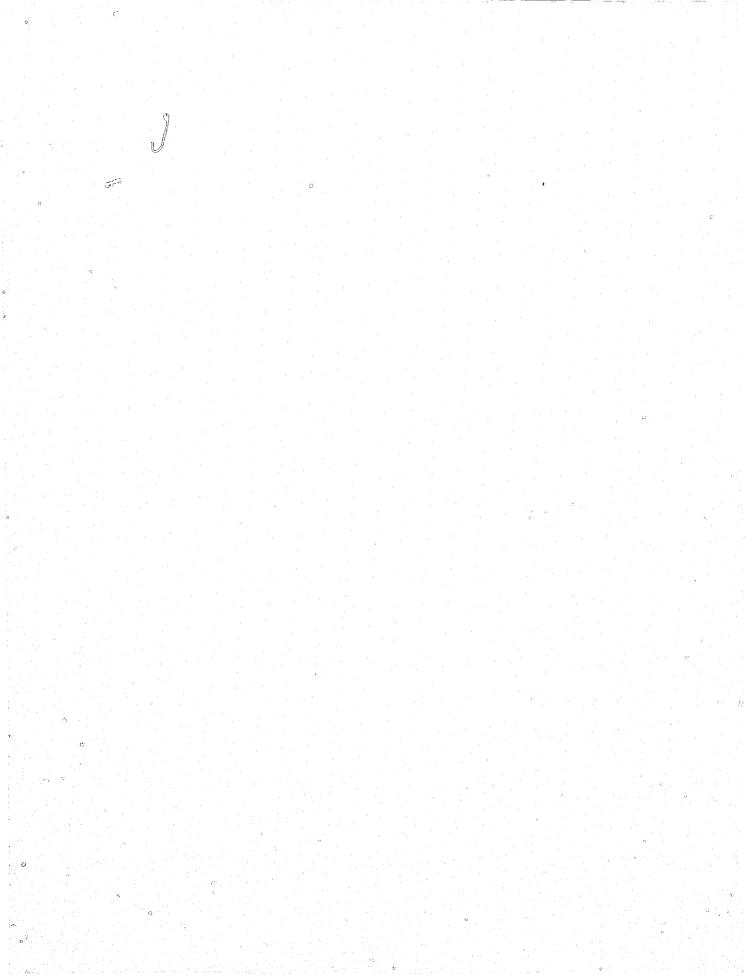
Descriptive information is presented on certain types of public forces not having general law-enforcement responsibilities. These include reserve police, special-purpose Federal forces, special local law enforcement agencies, and campus police. These data provide a context for analyzing the role of private police.

21. WOODRUFF, R. S. Industrial Security Techniques. Columbus, Ohio, Charles E. Merrill Publishing Company, 1974. 175 p. (NCJ 29819)

This manual provides a basic outline of security techniques, including recommended procedures for such functions as security patrol, traffic control, and use of weapons. Industrial security procedures are also discussed for such duties as gate and fixed post duty, fire prevention and protection, and report writing. Discussions of the history of security and legal aspects of industrial security are provided as well.



SECURITY SYSTEMS



22. AMERICAN SOCIETY FOR TESTING AND MATERIALS. Homeowner's Security Hand-book. Philadelphia, 1976. 79 p. (NCJ 37820)

This handbook provides information on outside protection, perimeter protection, safes, alarm systems, fire protection, and insurance. The security industry has recently become much more sophisticated in order to keep ahead of increasingly sophisticated burglars. This handbook provides detailed information on how to set up a security plan, how to select the hardware (such as locks), how to choose a limited or elaborate alarm system, and even how to know whether doors and windows are burglar resistant. New technology has improved firewarning devices. The handbook gives the necessary details about fire extinguishers and about fire alarm systems, with special emphasis on the smoke detector. Advice is offered on many aspects of protection, from how to set up a fire evacuation plan to how to organize neighborhoods into safer areas to live. A final section discusses the various types of insurance available and the use of insurance inventories.

23. BURNS SECURITY INSTITUTE. National Survey on Bank Security. New York, 1977.
40 p. (NCJ 42955)

Questionnaire responses of 847 bank presidents concerning security programs, types of crimes against banks, and use of specific security measures are presented in this report. This nationwide survey focused on protective measures. Specific crimes committed against banks are first reported. The impact of such crimes as kidnaping and bomb threats is also discussed. Information on the amount of losses, security programs use of guards, and use of surveillance equipment is included.

24. National Survey on Exhibition Hall Security. New York, 1975.

40 p. (NCJ 16463)

A summary of the responses of 201 corporate exhibitors and show managers to a 2-page questionnaire on the problems and practices of trade show security is presented. Internal pilferage and identification badge control were listed as the primary problem by exhibitors and show managers respectively. Other important problems included exhibitor/management negligence and inadequate protection. Although merchandise losses were rated as minimal by both sides, hall employees and outside contractors were identified as the top two theft suspects. The security improvements listed most often were better guards and tighter security for move-in-move-out procedures. Group responses to the individual questionnaire items are summarized for the trade show exhibitors and the exhibition management and presented according to the number of shows held annually.

25. CLASSMAN, S. A. and W. J. FITZGERALD. Contemporary Changes That Improve Your Hospital's Security. Security World, v. 11, n. 9:30-32,34-35.
October 1974. (NCJ 16938)

This article discusses the interior security of all buildings, enforceable rules and regulations for those visiting the hospital, diversified training for security officers, and enhancement of the image of security officers. A photo ID system was adopted for employees and a visitor control system provided that two passes would be available for each patient bed to be rotated among those visiting each patient. Inhouse telephones were installed in the lobby so that people waiting could call and speak to the patient. Security officers were trained in the philosophy of crime prevention and physical security, human relations skills, basic psychology, and reaction behavior, in addition to standard law enforcement techniques. The physical image of the security officers was changed by exchanging the traditional uniform for a blazer and slacks outfit with a security officer identification on the pocket.

26. COHEN, K. Nuclear Power Plants--New Challenge to Security. Security

Management, v. 18, n. 6:30-31. January 1975. (NCJ 18562)

The need for standardization of nuclear power plant security procedures and the need for more input from experienced security personnel into security planning are reviewed. The author calls for the development of an appropriate protection force program based on experiences and professional input from security personnel. He also proposes that the security specialist assume plant protection responsibilities and have access to standard, time-tested manuals providing guidance for establishing a program for selection, screening, and training of security personnel.

27. COLLING, R. L. Hospital Security--Complete Protection for Health Care Facilities. Los Angeles, Security World Publishing Company, Inc., 1976. 383 p. (NCJ 37684)

This book examines the entire field of health care protection, developing a detailed, practical program for establishing a security system or refining existing programs. Hospital vulnerabilities and the security function are analyzed in depth, including security administration and operations, preventive programming, emergency operations, and special problems. Such diverse areas as hiring and training, records and reports, psychological deterrents, disaster planning, and drugs and pharmacy controls are covered. The information presented is intended to bring to top level management a basic understanding of protection needs, provide the security administrator with operational guidelines and practical program suggestions, and give the

line officer and supervisor a background which will enable them to better understand health care security systems and their interaction within the operational program. A subject index is included.

28. DAVIS, A. S. Terrorism as a Security Management Problem. Security Management, v. 20, n. 1:10-12. March 1976. (NCJ 32799)

Guidelines are presented for the formulation of overall security programs to deter or prevent terrorist attacks for the private security manager. The functional areas discussed are protection on the job, family protection, protection in transit, bombings, and security awareness programs.

29. FIREMAN'S FUND AMERICAN INSURANCE COMPANIES. Protecting Your Business From Embezzlement, Burglary, and Robbery. San Francisco, undated. 18 p. MICROFICHE (NCJ 27142)

As a comprehensive crime prevention guide for businesses, this booklet outlines conditions or actions which facilitate crimes against businesses and offers several specific countermeasures which may be utilized. Problems of internal security are first discussed. It is stated that three principles should be followed to maintain effective internal control: separation of employee functions; emphasis of the importance of approvals and controls functions; and the systematic use of outside and internal audits. Control of such vulnerable areas as bank accounts, payables and disbursements, payroll, receivables. purchases, and inventories are explored. Physical security and mechanical crime prevention methods are also discussed. icies designed to cut down on business losses due to dishonest employees, and security of company records and electronic data processing records are noted as well. Finally, suggestions are provided for the prevention of burglaries and robberies and the reduction of losses due to these crimes.

30. HEALY, R. J. and T. J. WALSH. <u>Industrial Security Management--A Cost-Effective Approach</u>. New York, American Management Association, 1971.

(NCJ 09387)

This book attempts to provide the executive with guidelines for defensive planning and a systems approach to all aspects of the security problem. Many executives do not concern themselves with the security operations of their companies, preferring instead to leave the responsibility entirely to their security departments. Because top management does not apply the same problem-solving techniques to security as it applies to marketing and research, security losses

continue to recur. Beginning with the reassurance that cost-effective, reliable countermeasures are possible, the book details the essentials of setting up a security program, methods of preventing fraud, theft, and industrial espionage, and means of dealing with bombs and hoaxes. Further suggestions are offered for designing and implementing a computerized security system with all the safeguards necessary for adequate protection. Included also is a sample industrial emergency plan outline against civil disorders.

31. HEMPHILL, C. F., JR. Security For Business and Industry. Homewood, Illinois, Dow Jones-Irwin, 1971. 328 p. (NCJ 11488)

Methods are presented for reducing business losses due to theft, vandalism, fire, burglary, embezzlement, and other problems. author begins by discussing physical aspects of business security from the selection of plant location and actual building of the plant to an assortment of alarm devices and protective services. Sound procedural controls are detailed which apply to purchasing and receiving, warehousing and stockkeeping, shipping and deliveries, control of merchandise in sales areas, and the handling of cash receipts. In addition to the more traditional problems of business security-armed robbery, burglary, and shoplifting-the book covers such special problem areas as electronic data processing security, bomb threats, industrial espionage, and civil disturbances and riots. The last section of the book takes up the human aspects of loss prevention--the dishonest employee, personnel selection as related to loss prevention, payroll frauds, employee gambling, and the detection of wrongdoing by use of an undercover man. Numerous case examples are cited throughout the work to illustrate the discussions. ume will prove useful to individuals responsible for their company's security, to owners of small businesses, warehouse managers, department store managers, and anyone interested in guarding his company against theft and vandalism.

32. HEMPHILL, C. F. and J. M. HEMPHILL. Security Procedures For Computer Systems. Homewood, Illinois, Dow Jones-Irwin, 1973. 263 p. (NCJ 11478)

Measures to guard against both natural and man-made threats against installation and data security are discussed. The authors note that there is no single factor in trade or industry that surpasses the computer in its potential to cripple or destroy an entire operation quickly. The potentials for damage to a computer system are many, including economic, operational, and legal problems. Damage may be the outgrowth of a malicious act, a natural disaster, or nothing more sinister than operational carelessness. Any fire, flood, earthquake, or structural failure of the building may destroy the system. Procedural errors can erase vital information. Mechanical problems

attributable to faulty equipment may be almost as destructive. otage of files or computer hardware by a disgruntled or deranged employee is another risk, as is deliberate destruction of an entire computer installation by a militant group. The possible loss of essential data while converting records from a manual operation to a a computer system is another definite threat. Employee embezzlement of assets represents a continuing danger in the operation of a computer accounting system, just as it does in a manual accounting sys-This work details the steps management can take to avoid these problems. It will help systems specialists, operations managers, and and members of security departments to understand their interlocking responsibilities and spot potentially troublesome areas. Also discussed are security procedures related to remote terminal access operations, personnel practices as they pertain to security, emergency shutdown and disaster planning, and insurance protection against losses.

33. HOLCOMB, R. L. Protection Against Burglary. Iowa City, State University of Iowa, 1973. 54 p. (NCJ 16398)

This book is divided into two sections: "Preventing Burglaries of Business Places" and "Preventing Burglaries of Homes." Many different topics are covered including architectural design, lighting, locks, safes, watchmen, and closing procedures. The section on home burglary prevention covers, among other things, windows and doors, watchdogs, guns (not recommended), and procedures to take if a burglar is discovered on the premises. Burglary prevention checklists are provided for stores and homes.

34. HUGHES, M. M. Successful Retail Security--An Anthology. Los Angeles, Security World Publishing Company, Inc., 1974. 312 p. (NCJ 12417)

Articles are presented on methods and techniques used in retail outlets to prevent losses. During the past decade, a professional approach to loss prevention has been recognized as retail management's most important tool for reducing this drain on resources. To do this, however, all the many areas of loss must be identified and methods of prevention implemented. In response to this problem, Successful Retail Security brings together, in one volume, a wide range of retail security problems and proven, effective methods through which they are solved. Each chapter, which first appeared as an article in Security World Magazine, represents successful techniques by security experts to combat business crimes such as burglary, robbery, employee theft, shoplifting, and passing of fraudulent checks. Considerable attention is given to internal control of theft, which begins with sound management practices such as careful screening of potential employees and strict enforcement of operating procedures

and policies by well-trained security personnel. The maintenance of good inventory records, employee bonding, and the use of cameras in the vicinity of cash registers are examples of countermeasures to internal theft. Physical security measures are offered for the control of both internal and external theft. The remainder of the book is devoted to control of specific types of losses. The sections on shoplifting include a study which presents characteristics of shoplifters' methods used to commit the crime, and tips for shoplifting control. Comments are made on protective procedures against armed robbery and burglary. Plans to guard against losses due to fire, civil disorders, and natural disasters are also discussed.

35. INTERNATIONAL BUSINESS MACHINES. Considerations of Physical Security in a Computer Environment. White Plains, New York, 1972. 37 p.

(NCJ 09433)

Recommendations are given of various protective measures which can minimize risk to data processing facilities. Data processing facilities may be exposed to various risks and hazards in the course of Among these are threats to data such as disclodaily operations. sure, modification, or destruction, and threats to the physical installation such as fire, loss of power, or malicious damage or destruction. Some of the guidelines include how to plan a vital records program, a detailed summary of computer room procedures, and a case study of the security considerations incorporated into an advanced computer system. Security problems and solutions obviously vary in different situations and at different times, so there can be no set, strict, procedural manual for dealing with all possible contingencies which might arise. This publication, however, emphasizes some of the more important elements which should be taken into consideration by those involved in the design of a computer facility security system.

36. JAN ASSOCIATES, INC. Cost-Effective Analysis of Electronic Security

Systems Versus Physical Security Systems for the Protection of

School Buildings-An Indepth Report. York, Pennsylvania, 1974. 12 p.

(NCJ 35573)

An analysis is presented of the relative cost-effectiveness of a uniformed night watch guard service, canine surveillance service, and an electronic security system for the protection of a large school building. Alternative security methods were prorated according to their ability to fulfill 20 basic effectiveness criteria. Costs were were based on quotes from companies in the York, Pennsylvania, area. This analysis shows neither guard nor guard dogs to be cost-effective in deterring school vandalism, and points to the use of the "hardwire perimeter protection system" as the basic electronic security



system to be applied to the problem. It recommends that a combination of guard and electronic systems should also be considered when dealing with multiple school buildings and assuring response to an alarm signal.

37. KINGSBURY, A. A. <u>Introduction to Security and Crime Prevention Surveys.</u> Springfield, <u>Illinois</u>, <u>Charles C. Thomas</u>, 1973. 379 p.

(NCJ 15238)

The predominant methods and techniques utilized by security and crime prevention specialists in conducting security audits and crime prevention surveys are explained. In the total environment of security and crime prevention, the single method for recognizing, appraising, and anticipating loss is centered in the technique known as surveying or risk analysis. The key factor in many security or crime prevention survey programs is the surveyor's ability to identify risk or the physical opportunity for crime, and the preparation of recommendations. The framework for security surveying as outlined in this book has been presented as a guide to supplement the security or crime prevention specialist's knowledge in surveying and help him to better meet his responsibilities in the area of risk identification. The book as been organized to aid the surveyor in (a) planning, (b) identification of priorities, (c) formulation of a survey program, (d) development of a model security or crime prevention survey instrument, (e) implementation of the survey, and (f) making the organization or site. Over 80 complete survey examples are categorized Specific survey examples include plant/manufacturand presented. ing companies, small business, government, home, apartment, fire. transportation, and shops. The appendixes of this book include examples of specific recommendations classified by type of security violations and areas of loss. This volume will serve as a practical tool for the police crime prevention officer as well as the professional security consultant.

38. MANDELBAUM, A. J. Fundamentals of Protective Systems--Planning, Evaluation, Selection. Springfield, Illinois, Charles C. Thomas, 1973.

272 p. (NCJ 09963)

Basic principles and considerations in selecting, evaluating, and investing in a protective system that will fill a particular security requirement are discussed. Those responsible for choosing protection systems for residential, commercial, or governmental establishments should understand the basic functions, capabilities, and limitations of available protective devices and services. This basic handbook begins with a description of the criminal's threat motivation, and behavior as related to protective system requirements. The theory of protective systems, the significance of perpetration and

response times, and false alarm factors are then discussed. The author describes various system configurations, auxiliary systems, and sensors which are currently available, detailing the resistance to attack, the limitations, and the costs of each. A separate chapter deals with the impact of architecture, insurance provisions, and legislation on the protection field. A cost-benefit analysis of different systems is offered to aid the reader in the selection of the most effective and economic protective system for his needs.

39. NEWMAN, O. and S. JOHNSTON. Model Security Code for Residential Areas.

New York, Ford Foundation, 1974. 107 p. (NCJ 32735)

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This model security code is intended to provide planners and municipal code administrators with a structured, annotated set of security provisions which can readily be added to existing building codes. Virtually every American municipality has a building code: a set of regulations specifying standards of safety for the design and construction of buildings within the scope of legal jurisdiction. Only a few municipalities, however, have introduced criminal safety provisions in their codes. This model security code proposes security regulations in the areas of site planning and design of dwellings, access and egress, building lighting, elevator design, door construction, door hardware, window construction, and window hardware.

40. Rip Off. (Motion Picture). Aptos Film Productions, Inc. Hollywood, California, 1973. 18 min., color. (NCJ 18372)

This public education film uses location shots of a variety of commercial establishments to demonstrate security devices and techniques which business people can use to reduce their chances of losing money and merchandise. Actor Henry Fonda stars in this film about commercial burglary for merchants. The four "D's" of burglary preventiondeter, deny, detect, and delay--are discussed individually. Deterrence involves such things as good inside and outside lighting, decorative grills and bars and sliding metal gates for windows, and advertising security systems in conspicuous places. Hardware such as burglar-resistant glass, dead bolt and electric locks, and padlocks that deny easy entrance to would-be burglars is examined as well as security hardware that should not be used, and why. How the different types of detection and alarm systems operate is also shown. Some of the delaying tactics illustrated include the use of decoy safes and the installation of office safes in plain view of the street. Also discussed are the most effective locations for safes and the insurance companies, rating system for safes, which is based on how long it would take an experienced burglar to open them.

41. SAN LUIS, E. Office and Office Building Security. Los Angeles, Security World Publishing Company, Inc., 1973. 304 p. (NCJ 11489)

Practical defense measures are discussed for internal and external crimes that threaten office security: burglary, fire, espionage, riots, internal theft, and vandalism. The first few chapters deal with those areas most likely to be identified by the reader as crim-These external security threats include such highprofile crimes as burglary, robbery, arson, violence, and industrial espionage. The book's second section covers "the enemy within"-or sophisticated employee theft. Detailed descriptions of employees' criminal activities will give office managers insight into loss areas which are often unidentified. Included in this section is a chapter on computer security, an area of growing importance in today's business world. The author concludes his work with a section devoted to "the security function." Security techniques which have proven most successful in identifying and defending against problem areas quickly and efficiently are investigated and evaluated. Such security topics as development, assessment, operation, equipment, and management's responsibilities are covered.

42. STROBL, W. M. Suburbia, Another Security Problem. <u>Industrial Security</u>, v. 16, n. 2:37-39. April 1972. (NCJ 04854)

Guidelines are discussed for establishing an economical and effective suburban security program by utilizing individual homeowner protection devices and private police patrols.

43. U.S. DEPARTMENT OF COMMERCE. Domestic and International Business Administration. Crime in Service Industries. By S. Roach and B. DeLoatch. Washington, U.S. Government Printing Office, 1977. 128 p.

MICROFICHE (NCJ 43506)

Employment practices, internal security, and external security measures to cut the \$9.2 billion annual crime loss in service industries are discussed; employee theft is the greatest source of loss. Lack of statistical data masks the true extent of crime in service industries; figures collected by the Bureau of Domestic Commerce of the U.S. Department of Commerce suggest losses are almost \$10 billion annually. Since employee theft is the biggest contributor, security should begin with careful hiring and training of employees, employee monitoring, and inventory control. Inventories must be especially guarded in food and lodging services and hospitals. The greatest reported loss occurs in ground cargo transportation. It is recommended that trucking firms adopt the same tight security found in air cargo facilities, which have benefited greatly from antihijacking measures. Schools report high loss, a result of valuable equip-

ment stored in a lax-security situation and student vandalism. Financial crimes, especially credit card and check frauds, are the biggest source of loss for financial institutions, insurance firms, and ticket and reservation services. Tight internal auditing controls are recommended, and customer security methods listed. The special problems of computer crime are discussed. At the heart of any loss control program is good employee security, carefully planned external security measures, and an awareness of the cost of crime in the security sector.

44. U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT. Design Guide for Improving Residential Security. By O. Newman. Washington, U.S. Government Printing Office, 1973. 97 p.

MICROFICHE (NCJ 15608) Stock No. 2300-00251

Illustrated standards, specifications, and designs for individual and multifamily dwellings are presented. In this design guide, separate chapters are devoted to detailed discussions of hardware, personnel, and electronic equipment. For already completed buildings, the creation of a fortification with limited and controlled access points is emphasized. The recommended security approach for new housing developments involves using a series of physical design characteristics to subdivide the complex into naturally controlled sectors called "defensible space." Numerous diagrams and detailed figures of hardware devices for securing individual residential and multifamily dwellings are included in this report. Covered are the different types of doors, door materials, hinges, locks, and lighting that are available for use. A discussion of electronic security systems considers different types of alarms, closed-circuit television, intercom, and elevator audio systems. Security of windows, lobbies, secondary exits and entrances, elevators, and mailboxes in multifamily dwellings is also considered. In addition, the source, selection, costs, scheduling, and equipment required by different types of residential security personnel are outlined. The final chapter illustrates six examples of total security systems in existing residential complexes, using devices and procedures discussed in earlier chapters.

45. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Private Security Advisory Council. Potential Secondary

Impacts of the Crime Prevention Through Environmental Design Concept (CPTED). Washington, 1976. 78 p. MICROFICHE (NCJ 36866)

This document identifies more than 100 separate impacts that CPTED (Crime Prevention Through Urban Design) might produce as it is applied to four functional areas: residential, commercial, school, and transportation. The primary goals of CPTED are reducing crime and allaying citizen fear of crime. The secondary impacts identified in this

document are those that might be caused by the implementation of CPTED strategies and the subsequent realization of CPTED goals. The nature of these impacts in residential applications might affect the cost of housing, occupancy rates, the cost of public services, and building codes. Secondary impacts of school applications might include student resentment, crime displacement, teacher performance, and teacher turnover. Similar considerations for commercial and transportation applications are also presented. Consideration is given to the impact of CPTED strategies on non-CPTED areas as well. This document also presents a listing of CPTED strategies and techniques subdivided by the four major impact areas.

46. Law Enforcement Assistance Administration. National Private

Security Advisory Council. Prevention of Terroristic Crimes--Security Guidelines for Business, Industry, and Other Organizations.

Washington, 1976. 33 p. MICROFICHE (NCJ 36482)

This booklet presents specific proactive and, in some cases, reactive security measures for dealing with terroristic incidents aimed at business, industry, and other organizations. Office area protection, personal protection for executives, residential and family protection, protection while traveling, and areas subject to preventive action recommendations are discussed. Personnel identification systems, executive office area key controls, travel arrangements, the avoidance of routine, low executive profiles, and emergency plans are among the subjects for which preventive guidelines are suggested. Reactive plans are presented for kidnapings and extortion threats. It is also recommended that a responsible member of management be assigned the primary responsibility for instituting security measures in an organization. This individual should devote most of his time to the formulation of preventive security measures which should include the evaluation of the overall physical protective level of the facility and the establishment of close working relationships with local law enforcement agencies. The Private Security Advisory Council of the Law Enforcement Assistance Administration firmly believes that these security guidelines will be useful to business executives, government officials, and private security specialists in developing preventive measures against terroristic threats and acts directed against business, industry, and other organizations. 47. Law Enforcement Assistance Administration. National Institute of Law Enforcement and Criminal Justice. Minimum Building Security Guidelines and Cost Estimate For the Security Features—Initial Draft. Washington, 1971. 21 p. (NCJ 10758)

Guidelines are presented to secure commercial and residential property (including multiple-family dwellings, hotels, and motels) against burglary, with replacement cost estimates. Also included is the draft of a proposed code which requires application of security spectications to all existing and future buildings and structures.

48. U.S. DEPARTMENT OF TRANSPORTATION. Office of the Secretary of Transportation. Guidelines for the Physical Security of Cargo. Washington, 1972. 77 p. (NCJ 10059)

Suggested guidelines are discussed on personnel identification, alarms and communications, controlled areas, barriers, lighting, security guards, and problems of cargo in transit. Cargo loss, theft, and damage, estimated to exceed \$1 billion annually, have become a major drain on the commerce of the United States. By establishing an effective cargo security system, transportation management can eliminate these losses and increase its profits. The guidelines contained in this handbook are intended to assist management in that undertaking--they are suggestions and are not regulatory in nature. The handbook covers personnel identification, controlled areas, barriers, lighting, alarms and communications, guards and security officers, and the problems of cargo in transit. The main text of the handbook develops the rationale for cargo security measures and provides the basis for establishing and maintaining a cargo security program. A quick-reference summary of the recommended physical and procedural matters essential to cargo security is included as an appendix. The "Cargo Security Checklist" provides a series of questions to be answered in surveying a facility to insure comprehensive consideration of the many aspects of cargo security.

49. ______. Office of Transportation Security. Cooperative Approach to Cargo Security in the Trucking Industry. Washington, 1973. 89 p. (NCJ 13141)

A study is presented of cost-effective security improvements made in the cargo terminals of seven interstate motor carriers that corrected major problems and reduced cargo claims. Findings in this study of seven terminal security programs in the same high loss area of northern New Jersey point to the conclusion that the key to dramatic reduction in theft-related cargo losses is prevention. This necessary element of prevention results from close cooperation between corporate security management and individual terminal management, with

both levels dedicated to constant security awareness and a sound loss prevention program. The findings were based on analyses of the terminal security systems of seven interstate motor carriers. Each participating carrier allowed the implementation of security measures recommended by a single local security consultant. These measures tailored to meet the separate needs of the companies, proved to be highly cost effective, and are outlined in individual narratives. The security principles espoused by this study are founded on the presence of a strong security-conscious management team and the development, as well as enforcement, of sound cargo handling and paper control procedures which insure accountability. Other key security measures discussed include strict traffic control during working hours, adequate physical security and facilities to deter entry of thieves, alarm systems, employee screening procedures to prevent hiring undesirables, and utilization of guards as needed. showing costs of improved security and resulting claims savings are provided.

50. WALSH, T. J. and R. J. HEALY. <u>Protection of Assets Manual</u>. Santa Monica, California, Merritt Company, 1974. (NCJ 13643)

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Information is provided for business managers and protection professionals on characteristics, trends, and factors of valid protection techniques. The protection of business assets has become far more involved than posting a reliable nightwatchman and keeping an eye The growing size and frequency of all forms on the balance sheet. of asset losses, the increasing cost of such losses, and the complexity of countermeasures selection demand a systematic and unified. presentation of protection doctrine, as well as standards and specifications as they are issued. This manual is designed to meet these needs--a single source where data on any protection problem can be obtained. A wide range of topics is covered in this 2-volume manual, including material on security vulnerability, sensor integration, communications, theft and fraud prevention, and the conduct of The information presented has been culled from the investigations. authors' expertise and experience, as well as from that of other professionals in the security field, and represents common or recurrent characteristics, trends, and other factors which identify generally valid protection techniques. Designed for ongoing use by business managers and protection professionals, the manual is in looseleaf format which can be expanded, updated, and revised with supplements which will be issued each month. These supplements will include case studies demonstrating problems or techniques discussed in the main text and will serve as a forum for guest authors and for written interchange among professional practitioners. They will also give coverage to pertinent legislation and important world literature in the field. A tape cassette explaining the manual and supplement service is provided with the 2-volume set.

51. WARD, R. Museum Security Officer. Security Management, v. 20, n. 1:30-33. March 1976. (NCJ 32802)

This article discusses basic procedures in the use of guards to resist activity in the thefts of "objets d'art" from cultural institutions. Areas covered include access control, the utilization of a protective service force, and security and lighting systems. The advantages and disadvantages of contract versus proprietary personnel are also discussed.

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52. WARE, W. W. Electronic Trends--Private Security Systems. Cleveland, Ohio, Predicasts, Inc., 1976. 88 p. (NCJ 44068)

This report analyzes the market for purchased private security systems and equipment. Markets covered include industrial and transportation; financial and commercial; consumer (residential and automobile); and institutional and other markets. Government purchases and internal company security forces are not included. Products include guard services, fixed security systems, locking devices, electronic surveillance and alarm systems, and fire control systems. The latest technological innovations as of 1976 are discussed for specialized applications. Weapons and peripheral items such as flashlights, safety belts, and gas masks are not covered.

53. WEBER, T. L. Alarm Systems and Theft Prevention. Los Angeles, Security World Publishing Company, Inc., 1973. 403 p. (NCJ 10809)

The details of the planning and execution of numerous burglaries are related to demonstrate how theft happens and the various means by which it can be prevented. "Think like a thief" is the basic premise of Alarm Systems and Theft Prevention. The economics of alarm system choice are explained, as are the problems of police-connected alarms, the types of safes which can prevent successful attacks, and the pros and cons of the proprietary alarm located on the premises. A separate chapter is devoted to describing the role of the Underwriters' Laboratories (UL) and what UL certification on an alarm system means. Top security alarm systems are discussed with the methods by which they are being defeated and the countermeasures currently available against such methods. Other topics covered include the prevention of theft during a business' open hours, the career burglar, and how to choose an alarm contractor. nontechnical terms, this book has both commercial and residential application.

54. WILLRICH, M. and T. B. TAYLOR. Nuclear Theft--Risks and Safeguards--A
Report to the Energy Policy Project of the Ford Foundation. Cambridge, Massachusetts, Ballinger Publishing Company, 1974. 268 p.

(NCJ 13317)

The possibility that nuclear materials may be stolen from the fastgrowing United States nuclear power industry and used to make weapons The report finds the risk will be substantial unless is analyzed. effective steps are taken to assure that materials intended for use as nuclear fuels are not stolen and misused by criminals or terror-This study is intended to contribute to public understanding of the technical facts and policy issues involved in nuclear security. It contains no classified information, Drawing from extensive data, it describes in general terms what materials and skills are required to make crude atomic weapons, how much destruction they could cause, where in the nuclear power industry the key materials for such weapons are present, and why and how criminals or terrorists might try to steal them. Based won their study, Willrich and Taylor find that the United States program to guard against the risk of nuclear theft is improving but incomplete. Comparable measures in other nations with nuclear power programs also need improvement. However, there are safeguards which, if implemented, will reduce the risk of nuclear theft to a very low level an acceptable level, in the authors' judgment. An effective security system should emphasize the prevention of theft and the detection of any theft in time to prevent its completion. They are convinced that the costs of these safeguards will he small compared to the overall costs of nuclear power. The most difficult problems in developing an effective safeguards system are institutional and political, not technical in character. Several specific recommendations addressed to the Atomic Energy Commission are presented.

55. WRIGHT, K. G. Cost-Effective Security. New York, McGraw-Hill, 1972. 244 p. (NCJ 10904)

This businessmen's guidebook discusses methods for providing costeffective security for industrial facilities, cargo, and property.
The text begins with a brief overview of the organization of security in Great Britain and outlines viable approaches to providing
adequate security in the business sector. The specific ingredients
of an effective security system are discussed in detail and include
planning, security manpower, locks, safes and strongrooms, alarm systems, and insurance. The book concludes with an examination of
losses through internal pilferage and industrial espionage.



COOPERATION AND INTERACTION



56. BARKER, J. A. How Many Alarm Calls Are Genuinely False-And Is Responsing to Them Necessarily a "Waste of Police"? Security Gazette, v.
18, n. 8:266-268. August 1976. (NCJ 36469)

The author maintains that the police view of false alarms from industrial facility systems as a waste of time and the withdrawal of police alarm response are unjustified. He argues that many so-called false alarms are actually signals of unsuccessful attempts to enter by intruders no longer around when the police arrive. Also emphasized are the facts that equipment failures and line faults are often beyond the control of the alarm company or the contracting company, and that instead of wasting police time, alarm systems relieve the police of the responsibility of nightly and weekend security inspections.

57. BECKER, T. M. Place of Private Police in Society-An Area of Research for the Social Sciences. Social Problems, v. 21, n. 3:438-453. 1974.

(NCJ 30219)

An examination is presented of private police within the general context of policing in order to pinpoint some of the factors that should be considered in creating a research design. The development, growth, and present day functions of private police are discussed, as well as the extent to which private police activity is regulated. These components are analyzed within a conceptual framework that focuses upon the interrelationships between the public and private sectors of law enforcement. Implications for police research and for society are suggested.

58. CARTER, R. L. Theft in the Market-An Economic Analysis of Costs and Incentives in Improving Prevention by Government and Private Police and Reducing Loss by Insurance. London, England, Institute of Economic Affairs, 1974. 96 p. (NCJ 27429)

A variety of approaches are taken to this problem, including the provision of certain police services for a fee, sentencing theft offenders according to the damage done or losses incurred, and licensing private police. The author examines the optimum quantity of public police protection with regard to private security firms. He describes the rapid growth of the British security industry and looks closely at the aspect of competition between private and public police. In his discussion of the insurance industry, the author presents an analysis of the division of risk between insurer and insured (by deductibles, coinsurance, and first-loss insurance), the effects of "moral hazard," and the degree of refinement in premium setting. He also discusses information on theft prevention and how it should be provided at no cost by government and at a market price by private agencies.

59. GORDA, B. L. Cops or Guards—A Campus Dilemma. Undated. 25 p.

MICROFICHE (NCJ 17912)

An examination and discussion are presented of the police versus security dilemma experienced by academic institutions faced with determining the composition, objectives, and authority of campus protection organizations. The relative merits of inhouse vertical patrol, horizontal outside protection, reliance on local police departments, and the use of contract guard services are considered. The author advocates a two-pronged attack on the problem of crime on college campuses in the form of an adequate, professional police contingent for crime control needs, and an equally adequate and professional security arm for crime prevention needs.

60. GREENE, J. W. Comprehensive Review of the False Alarm Problem. Forest Grove, Oregon, Greene and Associates, 1976. 90 p.

MICROFICHE (NCJ 32309)

Based on a review of 58 different articles, books, and unpublished documents, this paper identifies a majority of the factors and variables that precipitate the false alarm problem. The two most common problems are user-generated false alarms and equipment malfunctions. Problems specific to various types of equipment are discussed. The police viewpoint is compared to the posture of the alarm industry on the extent of the problem and on ways to combat it.

61. HOULIHAN, J. C. Can We Still Afford the Traditional Public Safety System?

Western City, v. 52, n. 6:7-8, 28. June 1976. (NCJ 40790)

Citizen dissatisfaction with the excessive and rising costs and diminishing effectiveness of the public safety services delivery system together with intensified public expectation will be manifested in one of two ways. The two possible responses will be either a critical analysis of public service systems with a view toward radical change or increased abandonment of reliance on public sector capability to deliver safety services. There is already substantial evidence (controlled entry residential communities, private guard services, and increased use of burglar and smoke detection alarm systems) of the public's transfer of its police and fire protection expectations to the private sector. However, since there are foreseeable limits on the extent to which the majority can abandon reliance on the public system, the reexamination and revision of the traditional system is an absolute imperative. Consolidation, contracting, and civilianization are only three of the many areas that need to be examined.

62. INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE. Relations With Private Police Services. Police Chief, v. 38, n. 4:54-56. March 1971.

(NCJ 02624)

Police departments in cities with a population over 25,000 were surveyed for data on relationships between police and private security services. Results indicate that security officers are providing a definite preventive and deterrent effect in the communities in which they are operating, but that a clearer definition of role and responsibility in prevention and deterrence is necessary.

63. KING, G. D. Role of Private Security in Law Enforcement. Signal, p. 1416. Second quarter 1975. MICROFICHE (NCJ 29879)

A discussion is presented of the growing problem of false alarms from private security alarm systems and the need for close cooperation of the police, the alarm industry, and the public in halting this costly and wasteful situation. Causes of false alarms are outlined and include lack of client education about the operation of the system, improper installation and servicing of alarms, and delayed response by the alarm industry to customer calls. The detrimental effects of false alarms in terms of wasted man hours and police effectiveness are described. The author suggests that the problem of false alarms can be solved through a combination of voluntary client education by the alarm industry and intelligent, well-written legislation.

64. LA JOIE, R. Police and Parapolice Approach to Tactical and Physical "Before-the-Fact" Crime Prevention. Canada, University of Toronto Centre of Criminology, 1975. 9 p. (NCJ 32018)

This paper was presented at the Crime Prevention Workshop held at the University of Toronto Centre of Criminology, May 21-22, 1975. After tracing the gradual development of interest in police crime prevention activities, the roles of the state, the public police, and private security personnel in crime prevention are examined. It is noted that the Royal Canadian Mounted Police was the first police group in Canada to deal with before-the-fact crime prevention in Canada. The crime prevention activities of the Quebec Police Commission and the Provincial government policy on crime prevention are briefly reviewed. Extensive quotes are presented from a 1971 "White Paper on The Police and the Safety of Citizens." This paper lists several recommendations for legislative, administrative, and police leasures to improve crime prevention efforts. The author stresses the need for community involvement and support in any crime prevention effort. The need for increased private security measures in residen-

tial and business areas, the value of private security personnel, and the need for effective environmental planning to reduce crime are also examined.

65. MARSHALL, P. Crime Prevention in the U.S.A. Police Journal, v. 46, n. 1:28-44. January-March 1973. (NCJ 09402)

A British police officer comments on his tour of various American police departments, private security organizations, and universities. The comments cover the following aspects of crime prevention—the police role, the relationship between the police and the security industry, and the response of police and alarm companies to the problems of burglar alarms where they are installed in high density. Also considered are the development of the security industry and the range of its products and services, management response to security in commerce and industry, and insurance organizations' response to security.

66. PLEECE, S. Nature and Potential of the Security Industry. Police Journal, v. 45, n. 1:41-60. January 1972. (NCJ 03812)

This article discusses the principal types of commercial security services currently provided in Great Britain and comments on their possible encroachment on police activities. The author examines existing and projected forms of control of the industry and its recruiting practices as well as cooperative programs with police representatives. Uncertainty over the public or private nature of such features of modern urban development as shopping precincts, high rise apartments, and industrial estates have raised jurisdiction problems between the police and security guards.

67. POST, R. S. Contemporary Protective Services. Security Register, v. 1, n. 1:24-30. January-February 1974. (NCJ 14683)

In the absence of a theoretical framework for the development of a crime prevention capability, current public and private crime prevention programs are disorganized and uncoordinated. Despite the fact that private security police equal sworn police personnel in number, neither group has developed a paradigm for the guidance of data collection or for the definition of their duties in the prevention area. The development of a clearly explicated paradigm for the field is the prerequisite for significant growth and development. If the field is unique from, but interfaces with, the justice system, it is necessary to describe more adequately its parameters and formulate its paradigm. If it is determined that the protective services are not

discrete but are a portion of the criminal justice system in all respects, then this can be clearly described. The only things that are clear at this time are the divisions which have been established and which inadequately described reality.

68. SKOLER, D. L. Private Sector Delivery of Criminal Justice Services-The Hidden Input. Criminal Justice Digest, v. 4, n. 4:1-3. April 1976.

(NCJ 39923)

This article suggests that more complete information on the role private firms and individuals play in criminal justice administration would be valuable for planning and evaluating its integration in criminal justice services.

69. SMITH, J. L. False Alarms--A Major Problem to Law Enforcement. FBI Law Enforcement Bulletin, v. 42, n. 5:8-11. May 1973. (NCJ 09655)

City ordinances and police departmental policies are considered as possible remedies to the problem of persistent false alarms from private security systems. False alarms from poorly designed, maintained, or installed equipment waste valuable police patrol time. It is suggested that fines be levied against alarm services or customers who are guilty of repeated carelessness or indifference. Departmental policies which clarify the expected police response to burglar alarms would aid in the reduction of false alarms.

70. SWIFT, J. D. Policing Spectacles--Cooperation, Coordination, and Other Considerations. FBI Law Enforcement Bulletin, v. 46, n. 2:3-8. February 1977. (NCJ 39414)

This article focuses on problems of spectator unruliness and how such situations are handled. Each year tens of millions of people flock to spectator sports such as football, baseball, hockey, and soccer games. The growth of these sports has created problems in policing them, as more and more fans have assumed aspects of the violence that occurs on the playing field. At some sports complexes in the suburbs, local police forces have been strained and have required outside aid. Private security personnel have been hired in most instances, allowing police to stay outside unless emergencies develop. For smooth and effective safeguards, the author contends, police and private security coordination and cooperation are essential.

71. THORSEN, J. E. Technology, Application, and the Marketplace-An Overview. Security World, v. 10, n. 9:16-17, 48. October 1973. (NCJ 12185)

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The importance and future of new electronic developments in the security systems industry, the application of which will decrease the crime rate and increase private profit, are discussed. The electronics segment of the security industry seems to be directed toward solving overall failures in equipment and the physics of the system, as well as to the individual needs of separate customers. In the coming decade more sophisticated sensor and system signal-processing techniques will be employed. These will reduce false alarms and result in considerable savings in labor and wasted man-hours. A reduction in false alarms will also affect the future of insurance rate discounts. Finally, while law enforcement agencies will be concentrating primarily on solving crimes against persons, the physical protection of property will be left increasingly to private interests.

72. TULKENS, H. and A. JACQUEMIN. Cost of Delinquency--A Problem of Optimal
Allocation of Private and Public Expenditure. Louvain, Belgium,
Universite Catholique de Louvain, 1971. 29 p.

MICROFICHE (NCJ 27494)

This paper, a discussion paper of CORE (Center for Operations Research and Econometrics), investigates, using economic theory, the conditions under which private police and security systems materialize and the degree to which they interfere with public initiatives in the same areas. Also examined is the substitutability of private and public protection, prevention, and corrections efforts. The notion of internal security is analyzed within the conceptual framework of private versus public good theory. The nature of protection, prevention, and corrections is discussed. A model of optimal consumption of private protection services, including the effect of the latter on insurance behavior, is also presented. In addition, the optimal combination of protection (both public and private) and social prevention in the economy is examined. The concluding remarks discuss various byproducts and shortcomings of this analysis and present some suggestions for further research. A list of references is included.

73. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

False Alarm Study. University of Louisville. Washington, undated. 20 p. (NCJ 11056)

A survey is presented of the ways police are coping with the increasing problem of false alarms triggered by residential and business security systems. Questionnaires were sent out to several cities to find out if fines were imposed for false alarms, and if so, how much they were. St. Petersburg, Florida, is the only city that

has such an ordinance, but similar ordinances are being proposed in other cities. The questionnaire asked who determines what constitutes chargeable negligence on the part of the alarm user, and the majority of the few who responded stated that committee meetings determine this. In most cases the alarm user, rather than the installer, is charged with negligence. Seattle, Washington, has proposed an ordinance which imposes a \$25 fine after the third false alarm within a 6-month period. An appendix includes the main body of a report on false alarms made by the Research and Development Division of the Seattle Police Department.

74. Law Enforcement Assistance Administration. First National
Conference on Private Security--Proceedings. University of Maryland,
College Park, Maryland--December 1-3, 1975. Washington, 1976. 39 p.
(NCJ 42299)

The <u>Proceedings</u> of the Private Security Conference explored two themes: education and training for private security personnel, and polarization of private and public security. The presentations made at the conference are reprinted and the ensuing discussion is summarized. A list of conference participants and the agenda are provided.

75. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Institute of Law Enforcement and Criminal Justice. Directory of Security Consultants—Law Enforcement Standards Program. By

J. C. Fechter and E. Robertson. Washington, U.S. Government Printing Office, 1975. 66 p.

MICROFICHE (NCJ 31327)

Stock No. 027-000-00372-9

The Directory of Security Consultants is available to assist the consumer in solving security problems in industrial/commercial, college/ university, and other specialized environments. This directory, compiled by the Law Enforcement Standards Laboratory of the National Bureau of Standards, should be of help to the general public, community authorities, police, businesses, and others wishing to identify known and effective strategies to eliminate or protect targets of opportunity, in addition to identifying measures and mechanisms to stimulate community support of such strategies. While the scope of this directory is limited primarily to targets of opportunity, the protection of high security targets is within the competence of some of the individual resources that are listed. The directory was developed from information provided by the security consultants themselves in response to requests for such information published in the Commerce Business Daily, various trade publications, and direct requests to consultants identified from specialized mailing lists. The consultants are listed by title, and each entry contains the full title of the organization and its acronym, where applicable; the mailing

address; the telephone number; a description of the services which are provided; a brief summary of experience; a list of publications; the year when operations were started; the number of man-years of specialized security experience within the organization; the number of persons on the staff; the geographical area of operation; and the dates and locations of annual meetings, where applicable. The entries are grouped alphabetically into three general categories: private consultants; consultants associated with colleges or universities; and specialized resources—associations, institutes, schools, authors, publishers, and film producers concentrating on the security field.

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76. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Private Security Advisory Council. Law Enforcement and Private Security Sources and Areas of Conflict. Washington, 1976. 25 p.

(NCJ 39210)

This working paper of the Law Enforcement and Private Security Relationships Committee identifies and discusses conflicts between these two groups from both the law enforcement and the private security With the encouragement of LEAA, the Private Security perspectives. Advisory Council formed the Law Enforcement and Private Security Relationships Committee with the objective of improving and increasing cooperation and understanding between private security and law enforcement. In order to fulfill this objective, the Committee sought to identify and examine any major barriers which would preclude the establishment of effective working relationships. The major barrier identified by the Committee was a role conflict which manifested itself in the lack of clear role definitions, perceptual distortions, and mutual negative stereotyping between law enforcement and private security. Role conflict problems appeared to be the basis for several barriers to cooperation and understanding identified by the Committee. The areas of conflict identified and examined in this report include lack of mutual respect, lack of communication, lack of cooperation, lack of law enforcement knowledge of private security, perceived comgetition, lack of standards, and perceived corruption.

77. WILKIE, F. E. Police Monitoring of Holdup and Burglary Alarms. Police Chief, v. 41, n. 4:65-66, 82. April 1974. (NCJ 13871)

Cooperation between the police departments, the burglar alarm companies, and the protected commercial establishments is essential for an effective alarm network. Suggestions for alternative methods of alarm monitoring, installation, quality control, and system maintenance are offered. The author recommends standardizing an alarm panel to be installed in the communications operation and specifies five suggestions for implementation of the system.

78. WRIGHT, K. G. Whither Alarm Signaling Where Police Bar Direct Lines.

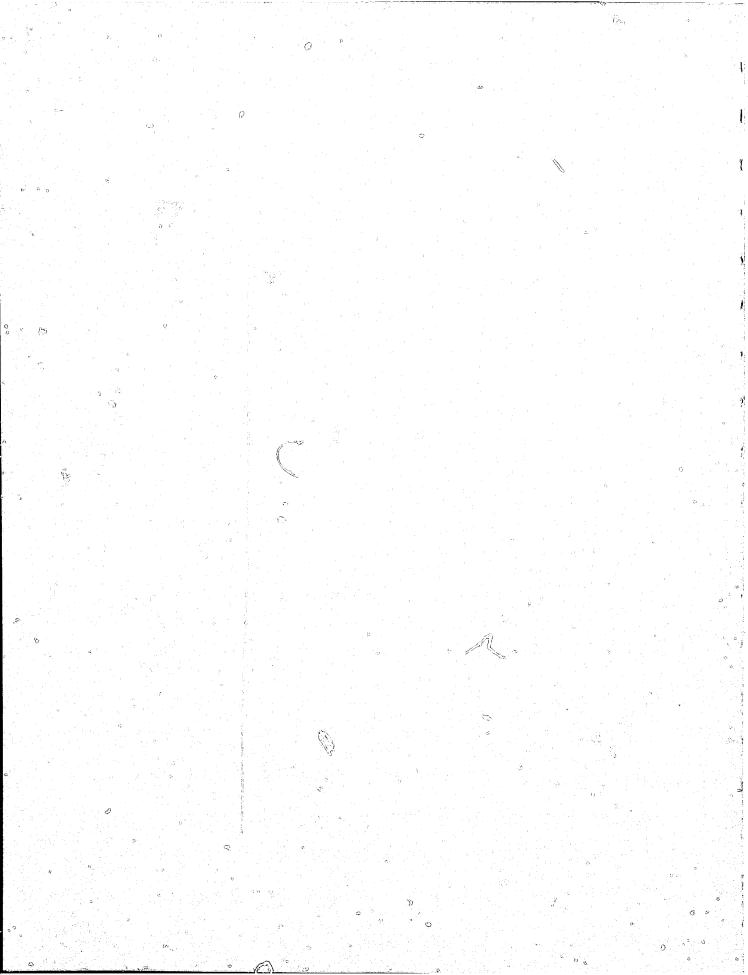
Security Gazette, v. 16, n. 4:140-142. April 1974. (NCJ 16977)

Police decisions not to permit direct alarm connections to police stations may have deleterious effects on former users of that system. The main fault lies with the police, say security industry representatives who were not consulted. No suitable alternatives exist for many businesses because they are not financially feasible or because timely installations are not available.



STANDARDS AND ACCOUNTABILITY

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79. BASSIOUNI, M. C. Citizen's Arrest--The Law of Arrest, Search, and Seizure
for Private Citizens and Private Police. Springfield, Illinois, Charles
C. Thomas, 1977. 137 p. (NCJ 41583)

An authority in the field of criminal law analyzes the legal authority permitting a private person or private police to make an arrest without a warrant. When a crime is committed in a department store, an industrial plant, a Federal or State building, a business firm, or any other form of private property, private security personnel, as well as any citizen, are authorized to detain the person on the authority of a citizen's arrest--a recognized right in all States. This book examines the validity, the limits, and the consequences of a citizen's arrest in each State. The author discusses the distinguishing characteristics of individual State's statutes and common law rights covering a citizen's arrest. The terms "probable cause" and "reasonable grounds" are defined and discussed based on the jurisprudence of each State. study of all landmark State and Federal cases is included. Other topics discussed are the changing policy in the United States concerning the role of a citizen's arrest; States' shoplifting statutes; the relationship of a citizen's arrest to State and Federal agents acting beyond, the scope of their jurisdiction; and the limits of arrest, search, and seizure. The book also outlines the various aspects of civil and criminal responsibility of persons who have made an unauthorized or an unlawful arrest, search, or seizure. Charts and lists of all State citizen's arrest and shoplifting statutes are provided.

80. BILEK, A. J. Security Regulation in the Seventies. Security Management, v. 19, n. 4:8-9, 13. September 1975. (NCJ 27843)

An outline is presented of the reasons why the private security industry will find itself under increasingly tighter legislative control. The mushrooming size of the security industry and the parallels to earlier days of policing when minimum personnel training standards were nil are two of the reasons cited for the legislative crackdown.

81. BLALOCK, J. <u>Civil Liability of Law Enforcement Officers</u>. Springfield, Illinois, Charles C. Thomas, 1974. 246 p. (NCJ 13019)

The civil liability of police officers, supervisors, and others in the criminal justice system—jailers, guards, wardens, National Guardsmen, and private police—is discussed. Accusations of false arrest, unnecessary force, improper training, and deprivation of constitutional rights emerge as an epidemic of lawsuits against persons in the criminal justice system. The material is intended for law enforcement professionals and can serve as a guide for developing departmental procedures to protect officers from adverse judgments, as well as a text in classes on civil liability. Part l'explains court procedures and legal concepts

within the framework of civil actions. In Part 2, each chapter begins with a short statement of civil law in relation to a particular law enforcement activity. Incidents which generate lawsuits are detailed. The cases analyzed are both those in which fault was found and those that were successfully defended. The related judicial decisions illustrate the pattern followed by judges in evolving rules of liability and demonstrate which behavior results in responsibility and which in exoneration. Part 3 proposes alternatives to civil liability--complainthandling mechanisms outside the courtroom, better personnel selection, and education of officers. Examples of relevant constitutional provisions and statutes are included in the appendix and definitions of legal terms are listed in the glossary. The book examines factual situations and statutes and predicts the future in litigation. studying conduct which has led to damages and by probing valid defenses, law enforcement professionals can learn the legitimate techniques of liability avoidance.

82. CREAMER, J. S. Private Police in the United States-Findings and Recommendations. Security World, v. 10, n. 4:31, 65-69. April 1973.

(NCJ 09857)

The extent and growth of security forces, relationships between public and private police, pay rates, training, legal problems, and abuse of authority are discussed. Suggested policy and statutory guidelines are outlined.

83. FARBER, R. C. From the Publisher's Notebook-Please Be Warned. Security World, v. 12, n. 3:10, 54. March 1975. (NCJ 26142)

The author cautions that recent developments in the studies of commissions on wiretapping and electronic surveillance may herald the initiation of restricting Federal regulations on the private security industry. It is noted that a report by the National Commission for the Review of Federal and State Laws Relating to Wiretapping and Electronic Surveillance appears to reach beyond the covert interception of oral communication and the advertising thereof; it specifically mentions security monitors, wireless data links, voice and information security systems, and visual surveillance enhancement systems. The author argues that a recent request by the Commission for a broad range of manufacturers' data on electronic surveillance equipment suggests that regulatory action well beyond the normal understanding of "wiretap" is being considered.

84. GUTHRIE, C. N. Security Guard--Powers to Arrest. San Diego, California, 1976. 210 p. (NCJ 36112)

Approved for use in training courses for uniformed employees of security companies, this book sets down the California law for guards to follow when exercising powers of arrest. The areas covered and ude when and how to make a legal arrest, how to question a suspect, when to legally search a suspect, factors to consider before deciding to arrest, and what to do after the arrest. This book also points out those situations which should be handled by the police officer instead of the security guard and details how a security guard can help police respond to calls more accurately through good communications. In addition, the importance of evidence and how to preserve and obtain it is outlined. The laws of arrest are illustrated with easy-to-follow hypothetical fact situations taken from actual police contacts in the field with the offender.

85. KELLEM, C. W. Alarm Legislation-The Objectives and the Means. Police Chief, v. 42, n. 10:52-53. October 1975. MICROFICHE (NCJ 35754)

The author cautions that care must be taken so that the objectives of alarm legislation do not conflict with the crime prevention objectives. The model State statute was proposed by the Alarm Committee of the Private Security Advisory Council of the Law Enforcement Assistance Administration.

86. LEGAL AUTHORITY OF SECURITY PERSONNEL. Security World, v. 10, n. 2:20-22, 24-26. February 1973. (NCJ 09114)

An analysis of the legal authority of nondeputized private security officers to make arrests, detain suspected shoplifters, conduct searches, and use force in apprehending suspects is presented. Generally speaking, the security officer who is deputized or given special police status had the same arrest powers as a police officer when he is acting within the scope of his authority. If he does not have this special status, his arrest powers are those of a private citizen. The private citizen can only arrest for misdemeanors which are actually committed in his presence; in some jurisdictions, the misdemeanor must also be one which involves a breach of the peace. Petty larceny and shoplifting usually do not fall within this category. In some jurisdictions, the arrest power is valid only where the purpose of such an arrest is to turn the suspect over to the proper public authorities as soon as possible. Detention for other purposes, such as obtaining a confession, is not allowed. It is emphasized that private police should know, the laws of the jurisdiction in which they are working, as they could expose themselves and their employers to civil suits by making an improper arrest. Most States have adopted laws which protect merchants

who detain suspected shoplifters. These laws fall into two categories: those which specifically authorize the detention of a suspect for a reasonable time, and those which provide a defense in a civil action based on such detention. Detention statutes usually contain strict limitations, and few, if any, authorize the actual arrest of the suspect. Defense statutes do not specifically authorize detention, but imply a right to detain. Statutes regarding search by the private citizen in an arrest situation are few, but the private citizen is probably subject to the same restraints as police officers -- he may search the person and the area within a person's immediate control to detect and seize any weapons. However, shoplifting detention is a nonarrest situation. Most security agencies avoid discussing the issue: they want their guards to search when necessary and are willing to accept the civil consequences. The success of damage suits usually depends upon the reasonableness of the guard in taking the action and the manner in which it takes place. The degree of force which may be used by a guard in carrying out his duties depends on local statutes. Reasonableness is the usual control, and in a civil suit, the jury will generally decide what is reasonable in a particular case.

87. LUKINS, R. A. Security Training for the Guard Force. Security Management, v. 20, n. 2:32-35. May 1976. (NCJ 34553)

The implications of the trend toward the development of training standards and regulations for private security guards are examined, and suggestions on methods of cooperating with these regulations are offered. The effects of training requirements on the business of security and the impact of training costs are first discussed. The author argues that training regulations should benefit security agencies on a long-term basis, since they will lead to an upgrading of security personnel and services. The author then considers what can and should be done to help standardize security requirements to promote uniform and effective coverage of all security employees. Finally, the author examines ways in which the private security industry, in concert with the public sector and the academic community, might establish and implement realistic training standards and goals.

88. NORWOOD, F. W. Licensing, Standards, and Certification in the Private Security Sector. Security Management, v. 20, n. 5:34-36, 38, 44. November 1976.

(NCJ 41263)

As public law enforcement agencies were not authorized nor in a position to provide safeguards for the assets and personnel of businesses and private property, a vacuum was created. This vacuum was filled by the growth of the private security profession which, in turn, has yet to develop and institute widely applicable standards for guidance

of all professionals and organizations, creating a second vacuum. The Private Security Advisory Council was established by LEAA to assess this problem and has proposed a set of training, licensing, and performance standards in the form of model legislation. The thrust of the model is the establishment of uniformity, reciprocity, and minimum standards.

89. PAGANO, L. E. Should Private Police Be Licensed? <u>Intellect</u>, p. 106-108. September-October 1975. (NCJ 31427)

In this reprint, the author maintains that licensing of private security guards would upgrade the quality and performance of personnel through enforcement of and sanctions for violations of preestablished regulation criteria.

90. PALMER, R. S. Sticky Fingers, Deep Pockets, and the Long Arm of the Law-Illegal Searches of Shoplifters by Private Merchant Security Personnel.
Oregon Law Review, v. 55, n. 2:279-290. 1976. (NCJ 34691)

This article examines the problems inherent in the search and seizure by merchant security personnel of evidence not related to the crime of shoplifting in Oregon, where they are used to catch shoplifters and recover goods. Discussion centers around two aspects: the 1921 Supreme Court decision in Burdeau v. McDowall, which refused to extend the exclusionary rule to searches and seizures by private individuals; and the Supreme Court 1960 ruling in Elkins v. United States regarding evidence obtained by State officers during a search. If the search is conducted by Federal officers, it would violate the fourth amendment and would be inadmissible in Federal court. These two decisions are viewed in relation to judicial precedent on the subject of unreasonable searches by store detectives and the issue of private conduct as State action. The author reasons that a store detective making a citizen's arrest in Oregon is acting on behalf of the State and therefore is confined by constitutional requirements of "reasonableness." Therefore, he examines sources of a merchant's justification to search, including the privilege to recapture chattel and Oregon statutory grants of authority to merchants. It is concluded that the scope of a reasonable search by a store detective incident to a citizen's arrest should properly be limited to the discovery of weapons and evidence reasonably related to the crime of shoplifting. Effective remedies for unreasonable private searches are then reviewed, and the author calls for legislative clarification of the area of warrantless searches by store detectives.

91. PEEL, J. D. Training, Licensing and Guidance of Private Security Officers-A
Practical Handbook for Community Security Planning. Springfield,
Illinois, Charles C. Thomas, 1973. 283 p. (NCJ 11155)

Details of techniques by which any community can improve the quality and performance of its security officers are discussed. John D. Peel contends that although private security officers are generally as competent at their work as they are taught to be, their instruction is too often scanty or nonexistent. The reader follows, step-by-step, as a community works out the details of a practical local program designed to train, license, and advise private security officers. Beginning with the early phases of such a program, the author explains how to plan, gather background information, and form a committee to guide efforts. Methods for recruiting program support are explained and include meetings with alarm and security agency administrators and disseminating public information manuals. Questions likely to arise are discussed along with appropriate answers. The administration of program operations is considered with attention focused on the organization and running of training classes. Licensing guidelines are provided and some suggestions for the guidance of security officers are offered. The document concludes by examining methods of evaluating the success of the program. Appended materials include descriptions of positions which will probably exist within any security bareau established, text suggestions for a public information manual, and an outline of a training course. Individuals interested in improving the effectiveness of private security officers working within their area will find that this book contains a workable set of principles, policies, and procedures which can be introduced into almost any community with substantial benefit to all.

92. SPALDING, W. F. Don't Suffocate the Security Forces. Security World, v. 9, n. 6:13,15-16. June 1972. (NCJ 04832)

Conflicting licensing and regulatory requirements of local jurisdictions are viewed as endangering the viability of California's private security industry. The role of a security guard is contrasted with that of guard patrols; the distinction is also drawn between police officers and security guards. The author notes that ultimately the security guard industry must serve their clients, the owners of private property.

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93. STEAD, P. J. Regulation of Security Industry as an International Prob-1em--Points From a Discussion at the 5th United Nations Congress on Crime Prevention. Security Gazette, v. 17, n. 11:381, 383. November 1975. (NCJ 31109)

> The conclusion of the section of the Congress dealing with "the emerging roles of police and other law enforcement agencies" was that private security organizations should be subject to some public control. Rising crime rates and police resources which are often inadequate to meet the special needs of many commercial enterprises. create a valuable role for private security companies. Other services. notably investigative and fire protection, may also be best provided In order to protect the rights of the public by private sources. and to maintain minimum standards of performance, it was generally agreed that some degree of public regulation is desirable. This might take the form of licensing, screening, and/or the requirement of basic qualifications by a public authority. Alternatively, it was suggested that the industry might collectively regulate itself, with possible assistance or guidance from the state.

94. SULLIVAN, J. J. Legal Problems of Private Security Forces. Washington. D. C., 1973. 14 p. MICROFICHE (NCJ 29579)

> The special legal problems of security personnel who do not have police powers are discussed in this monograph, originally delivered at the International Security Conference, Washington, D.C., on October 3, 1972. Security personnel without special police powers have no more authority than the average private person. They may, therefore, run into special legal difficulties in their efforts to protect property or enforce the law. The article discusses the areas of arrest, shoplifting statutes, search and seizure, use of force and the 1972 Supreme Court decision regarding the distribution of handbills in private shopping centers.

95. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration. Private Security--Report of the Task Force on Private Security. By National Advisory Committee on Criminal Justice Standards and Goals. Washington, U.S. Government Printing Office, 1976. 618 p.

(NCJ 40543)

Stock No. 052-003-00225-6

This report presents recommendations of the National Advisory Committee on Criminal Justice Standards and Goals for upgrading the personnel, equipment, interagency cooperation, and regulation of private security. In the midst of this nation's high priority struggle to prevent and reduce crime, a massive resource exists for crime prevention and reduction that holds promise of great assistance to

the traditional criminal justice agencies. That resource is the private security industry. This report represents the first national effort to set realistic and viable standards and goals designed to enhance the ability, competency, and effectiveness of the private security industry. All of the standards and goals contained in this report can assist in reaching this objective, but certain areas require special attention. These include government licensing and registration of private security personnel; incorporation of private security crime prevention techniques in building design and construction; improvement of private security industry salaries to reflect the responsibilities of private security; upgrading of training and education for private security personnel; improvement of alarm systems to decrease false alarms; inclusion of private security input in government planning and development; and improvement of the working relationships of police and private security. The standards and goals are aimed at increasing the crime prevention benefits of the private security industry, both to its clients and to the public. While LEAA provided financial support for production of this report, the recommendations presented are not necessarily those of LEAA and their acceptance is not mandated However, LEAA does encourage each State and locality to evaluate its present status in light of the report and to develop standards that are appropriate for their communities. The report is divided into five major sections. Part lis an overview of the private security industry and is intended to establish the setting for the standards and goals that follow. The remaining parts of the report address specific topics and contain the standards and goals developed by the Private Security Task Force. These topics include personnel issues such as selection, training, and ethics; standards and goals on the use of alarm systems and environmental security; the relation of private security to law enforcement, consumers, and higher education; and licensing and regulation of private security personnel. Eleven appendixes are also included, containing research findings of studies conducted by the Private Security Task Force and model statutes developed by the Private Security Advisory Council.

Survey of Private Security Resources—A Final Report. By Public Systems, Inc. Washington, 1975. 106 p. (NCJ 29280)

Report recommendations are embodied in the form of model city ordinances—one for regulating private security, one for mandatory gun training for security personnel, and a private security advertising ordinance. Some special features of the regulatory ordinance are a mandatory training program, requirements for a criminal record check, uniform and badge restrictions for inhouse security personnel, creation of a private security advisory committee with administrative functions and a general responsibility to keep the city council informed

about problems related to private security operations, and to reduce costs. Training may be offered at the police training academy.

97. Law Enforcement Assistance Administration. Suggested State

Legislation on Criminal Justice Standards and Goals. By Council of

State Governments. Washington, 1976. 43 p.

MICROFICHE (NCJ 37633)

Model legislation, synthesized from the recommendations of the National Advisory Commission on Standards and Goals by the Law Enforcement Assistance Administration and the Council of State Governments, is presented. The proposed legislation covers plea negotiations, licensing and regulation of private security guards, and diversion programs. It is presented to aid state legislatures considering action in these areas.

98. U.S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Institute of Law Enforcement and Criminal Justice. Current
Regulation of Private Police—Regulatory Agency Experience and Views,

Vol. 3. By J. S. Kakalik and S. Wildhorn. Washington, U.S. Government Printing Office, 1972. 188 p.

MICROFICHE (NCJ 04255)

Stock No. 2700-0139

Licensing and regulation of the private police industry in every state and several cities is described. Included are extensive data on regulatory agency experience with special emphasis on the problems of the private police industry and the sanctions imposed upon it by the agencies. Views of regulatory agency directors are presented with regard to desirable changes in regulation.

99. Law Enforcement Assistance Administration. National Institute of Law Enforcement and Criminal Justice. Law and Private Police, Vol. 4. By J. S. Kakalik and S. Wildhorn. Washington, U.S. Government Printing Office, 1972. 85 p. (NCJ 07107)

Stock No. 027-000-00140-8

A discussion of the law as it relates to the private police industry is presented. Private police perform a variety of law enforcement and investigative functions that generate numerous legal problems. This report reviews the legal difficulties arising from investigatory activities such as searching private property, using electronic eavesdropping and other forms of surveillance, having private police gain access to public police records, and gathering information on private citizens from third parties. It also examines legal problems arising from law-enforcement functions such as arrest, detention, search, interrogation, and use of force. The report concludes with a discussion of the powers and prerogatives of the private police-

man, with particular emphasis on his use of firearms, his function in directing and controlling traffic, and his legal responsibilities. While the report is primarily intended for use by private police firms and by the governmental agencies that regulate the industry, its content should be interesting and informative to the general public as well.

100. U. S. DEPARTMENT OF JUSTICE. Law Enforcement Assistance Administration.

National Private Security Advisory Council. Codes of Ethics for

Private Security Management and Private Security Employees. Washington, 1976. 28 p.

MICROFICHE (NCJ 38434)

This document presents management and employee codes of ethics that are appropriate both for proprietary (inhouse) and contractual secu-A code of ethics prescribes the moral duties and rity personnel. obligations, based on ethical philosophies and principles, that form a model of "right" action. The codes of ethics presented in this text are derived from an evaluation and synthesis of a number of existing codes, developed by various groups within private security and public law enforcement. The codes contain provisions relating to such areas as the role of private security; honor, justice and morality; observance of the law; cooperation with public authorities; confidentiality; professional conduct; and education and training. The appendix contains comparisons of the Private Security Advisory Council's recommended codes with other existing codes of ethics.

101. Law Enforcement Assistance Administration. National Private

Security Advisory Council. Guidelines for the Establishment of State
and Local Private Security Advisory Councils. Washington, 1977. 29 p.

MICROFICHE (NCJ 43354)

Rather than adopt the guidelines of the National Private Security Advisory Council, local areas would achieve more workable licensing and training of private security personnel by establishing State and local councils. The Task Force on Private Security Agencies found that expenditures on private security devices and personnel totaled about \$6 billion annually, far more than the amount available for public law enforcement. To help this large private sector effectively function as a crime deterrent force, careful selection, training, and licensing of personnel must be implemented. This report presents guidelines for the establishment of State and local councils made up of representatives from both the public and private sectors in order to: (1) develop private security as an integral part of community crime prevention strategies and programs; (2) increase and promote greater understanding and cooperation among pr#vate security, law enforcement, and other criminal justice agencies; (3) develop licensing, registration, and regulatory legislation to ensure the

quality of private security services; (4) develop training curriculums for private security employees, supervisors, and managers; (5) prepare a statewide code of ethics for adoption by private security firms, managers, and personnel; and (6) provide a point of leadership for matters relating to private security. The first task of the council should be a statewide survey of private security and needs. Funding for initial activities might come from State criminal justice planning agencies. Organization and operation of the advisory council are covered, including its role as a catalyst, possible membership, authorization from the State or local legislative body, staff support, and suggested problems for consideration. A selected bibliography is appended.

102.

Law Enforcement Assistance Administration. National Private

Security Advisory Council. Model Burglar and Holdup Alarm Business

Licensing and Regulatory Statute. Washington, 1975. 53 p.

MICROFICHE (NCJ 26054)

A model law, designed to protect the consumer from unethical businessmen who are capitalizing on the public's fear of crime by selling substandard products, is presented. The specific purpose of the model statute is to provide uniform procedures and qualifications for the licensing and regulation of alarm businesses and the issuance of identification cards to alarm agents and certain other individuals. Commentaries on specific sections of the model law are included.

. Law Enforcement Assistance Administration. National Private

Security Advisory Council. Regulation of Private Security Services

Including a Model Private Security Licensing and Regulatory Statute.

Washington, 1976. 77 p. (NCJ 36709)

This report by the Private Security Advisory Council briefly reviews the status of the private security industry and presents the text and an analysis of a model statute to be adopted at the state level. Startling crime increases throughout the past decade have overloaded the nation's criminal justice agencies. The general public, as well as business and industry, has turned increasingly to private security as a defense against crime. The resulting spectacular growth of private security has raised serious questions on the training, selection, screening, and effectiveness of private security personnel. The Private Security Advisory Council to the United States Department of Justice, Law Enforcement Assistance Administration, was established to examine the current role of private security in crime prevention and in the apprehension of persons committing criminal acts and to make recommendations on approaches for improving its effectiveness and efficiency in these tasks. The council undertook a comprehensive examination of the barriers to more effective participation by

private security in the national effort to reduce crime. The council's study indicated that increased levels of integrity, competency, and performance by private security personnel could be achieved by improved screening and selection techniques in the hiring of all private security officers, mandatory firearms training for armed personnel, and close regulation of equipment, appearance, and opera-To encourage acceptance of certain minimum standards, the Private Security Advisory Council developed a model licensing and regulatory statute designed to be adopted at the state level. statute is presented along with a review of the status of private security services, a brief history of the work of the council, and a summary of the process involved in the development of the model statute. The council recognized and provided reasonable balance between the public interest in crime prevention; the rights of ordinary citizens to be protected from wrongs and invasions of their privacy by ill-trained, unregulated persons functioning as private security personnel; and the rights of private security personnel to pursue an occupation of their choosing without unreasonable restraint. Specific provisions of the statute call for uniform procedures and qualifications throughout the state for: licensing of companies providing certain security services; registration of all armed private security officers employed in the state; establishing training standards for armed private security officers; requiring public liability insurance coverage for all employers of armed private security officers; requiring criminal history checks on all private security officers; and restricting the hiring of certain persons as private security officers. There is an index to the statute.

Law Enforcement Assistance Administration. National Private

Security Advisory Council. Scope of Legal Authority of Private Security Personnel. Washington, 1976. 60 p. (NCJ 41029)

This document addresses areas of legal involvement in which private security personnel perform crime reduction and prevention functions and interact with the public and other law enforcement functions. The issues selected for analysis include: arrest and detention, false imprisonment, search, investigations and interrogations, use of force, use of firearms, invasion of privacy, and defamation. The analysis covers the bodies of law associated with the scope of authority of private security personnel, related case law, and possible legal sources of privileges and immunities for law enforcement and private security personnel. Appendixes contain papers summarizing state private security legislation, analyzing state shoplifting detention statutes, outlining private citizen arrest authority, and listing state private security regulatory boards and agencies.

105. Law Enforcement Assistance Administration. National Private

Security Advisory Council. Standards for Armored Car and Armed Courier Services. Washington, 1977. 63 p.

MICROFICHE (NCJ 43348)

Minimum standards necessary for effective armored car and armed courier services personnel selection, training, equipment, and performance are presented. The report serves as a guide for owners and managers of armored car and armed courier service (firms. These service organizations work around the clock transporting millions of dollars. The standards are intended to effectively reduce the alarming incidents of criminal attack upon such cars and armed couriers, as well as to improve the services. The report also includes a model private security licensing and regulatory statute. An appendix presents selected firearms qualifications programs.

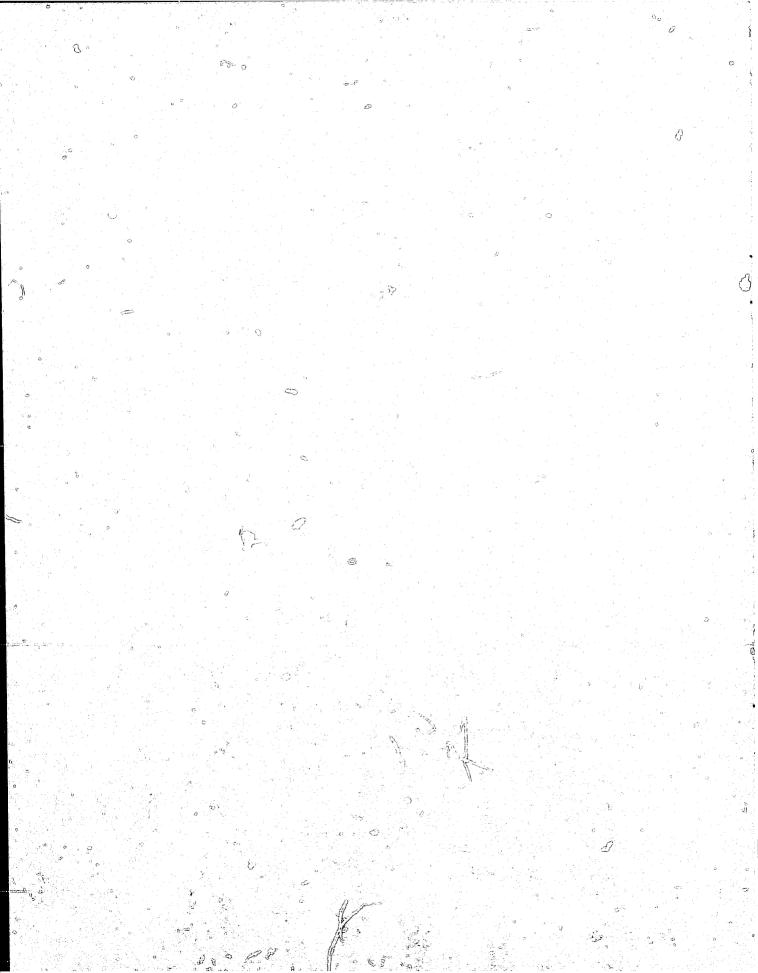
106. UNIVERSITY OF TORONTO CENTRE OF CRIMINOLOGY. Private Policing and Security in Canada: A Workshop. Report of the Proceedings--University of Toronto, October 16-17, 1972. Canada, 1974. 117 p.

(NCJ 15025)

The two major areas of discussion included are the control and regulation of the private security industry and the relations between the public police and private security forces. Special discussion topics included inhouse or contract security, residential and commercial security, selection and training of private security personnel, and special services police. Priorities for research in the field of private policing were also developed. Summaries of the discussions on the special topics and the research priorities are included in the report. A select bioliography is also presented.

107. VAN METER, C. W. Private Security Task Force—Review and Preview, Security Management, v. 20, n. 3:26-29. July 1976. (NCJ 35928)

This article provides a review of the work of the Private Security Task Force to the National Advisory Committee on Criminal Justice Standards and Goals. Proposed standards and goals on the following topics are outlined in this article: selection of security personnel, training of private security personnel, adoption of a private security code of conduct and ethics, improvement of alarm systems, and promotion of environmental security through environmental design. Standards and goals are also presented on interaction of private security and law enforcement agencies, consumers of security services, promotion of higher edication and research in private security, and the regulation, licensing, and registration of private security and private security personnel.



APPENDIX A-LIST OF SOURCES

- American Society for Industrial Security
 2000 K Street, N.W.
 Washington, DC 20006
- 2. Administration of Justice Committee 1010 Euclid Building Cleveland, OH 44115
- 3. Available only through NCJRS Microfiche Program and NCJRS Document Loan Program
- 4. Case Western Reserve University School of Law Cleveland, OH 44106
- 5. International Association of Chiefs of Police
 11 Firstfield Road
 Gaithersburg, MD 20760
- Security World Publishing
 Company, Inc.
 2639 South La Cienega Boulevard
 Los Angeles, CA 90034
- 7. Security Gazette Ltd. 117 Hatfield Road St. Albans, Herts Al 1 4Js England
- New York Times Book Company 10 East 53rd Street New York, NY 10022
- 9. Justice of the Peace, Ltd.
 East Row
 Little London, Chichester
 Sussex, England
- 10. Same as No. 1.

- 11. Gower Press, Ltd.
 Epping, Essex
 England
- 12. Charles C. Thomas
 301-327 East Lawrence Avenue
 Springfield, IL 62717
- 13. Same as No. 6.
- 14. Same as No. 6β
- 15. U.S. News and World Report 2300 N Street, N.W. Washington, DC 20037
- 16. Available only through NCJRS Document Loan Program
- 17. Same as No. 3.
- 18. Superintendent of Documents
 U.S. Government Printing Office
 Washington, DC 20402
- 19. Same as No. 3.
- 20. Same as No. 3.
- 21. Charles E. Merrill Publishing
 Company
 1300 Alum Creek Drive
 Columbus, OH 43216
- 22. American Society for Testing and Materials 1916 Race Street Philadelphia, PA 19103
- 23. Burns Security Institute
 Briarcliff Manor
 New York, NY 10510

- 24. Same as No. 23.
- 25. Same as No. 6.
- 26. Same as No. 1.
 - 27. Same as No. 6.
 - 28. Same as No. 1.
 - 29. Fireman's Fund American
 Insurance Company
 3333 California Street
 San Francisco, CA 94119
 - 30. American Management Association 135 West 50th Street New York, NY 10020
 - 31. Dow Jones-Irwin
 1818 Ridge Road
 Homewood, IL 60430
 - 32. Same as No. 33.
 - 33. State University of Iowa Iowa City, IA 52240
- 34. Same as No. 6.
- 35. IBM
 Data Processing Division
 1133 Westchester Avenue
 White Plains, NY 10604

Contact local IBM office to order.

- 36. Jan Associates, Inc. 2593 Wildon Drive York, PA 17403/
- 37. Same as No. 1%.
- 38. Same as No. 12.

- 39. Institute for Community
 Design Analysis
 835 Broadway, 19th Floor
 New York, NY 10003
- 40. Aptos Film Productions Inc. 729 Seward Street Hollywood, CA 90038
- 41. Same as No. 6.
- 42. Same as No. 1.
- 43. Same as No. 18.
- 44. Same as No. 18.
- 45. Same as No. 3.
- 46. Same as No. 3.
- 47. Same as No. 3.
- 48. Same as No. 16.
- 49. Same as No. 16.
- 50. Merritt Company 1661 Ninth Street Santa Monica, CA 90406
- 51. Same as No. 1.
- 52. Predicasts, Inc. 11001 Cedar Avenue Cleveland, OH 44106
- 53. Same as No. 6.
- 54. Ballinger Publishing Company 17 Dunster Street Cambridge, MA 02138
- 55. McGraw-Hill 1221 Avenue of the Americas New York, NY 10020

- , 56. Same as No. 7.
 - 57. Society for the
 Study of Social Problems
 Box 533
 Notre Dame, IN 46556
 - 58. Institute of Economic Affairs
 2 Lord North Street
 Westminister
 London SW1P 3LB
 England
 - 59. Same as No. 3.
 - 60. Greene and Associates 2725 Sycamore Court Forest Grove, OR 97116
 - 61. League of California Cities 702 Hilton Center Los Angeles, CA 90017
 - 62. Same as No. 5.
 - 63. Same as No. 3.
 - 64. University of Toronto Centre of Criminology Toronto, Canada
 - 65. Butterworth
 14 Curity Avenue
 Toronto 16
 Ontario, Canada
 - 66. Same as No. 65.

Sec. 17

- 67. Nickerson and Collins Company 2720 Des Plaines Avenue Des Plaines, IL 60018
- 68. Washington Crime News Services 7620 Little River Turnpike Annandale, VA 22003

- 69. Federal Bureau of Investigation Washington, DC 20535
- 70. Same as No. 69.
- 71. Same as No. 1.
- 72. Same as No. 3.
- 73. University of Louisville 2301 South Third Louisville, KY 40208
- 74. University of Maryland
 Institute of Criminal Justice
 and Criminology
 College Park, MD 20742
- 75. Same as No. 18.
- 76. Same as No. 16.
- 77 Same as No. 5.
- 78. Same as No. 7.
- 79. Same as No. 12.
- 80. Same as No. 1.
- 81. Same as No. 12.
- 32. Same as No. 6.
- 83. Same as No. 6.
- 84. Charles N. Guthrie 1399 9th Street San Diego, CA 92101
- 85. Same as No. 3.
- 86. Same as No. 6.
- 87. Same as No. 1.
- 88. Same as No. 1.

- 89. Society for the
 Advancement of Education
 1860 Broadway
 New York, NY 10023
- ,90. University of Oregon School of Law Eugene, OR 94703
 - 91. Same as No. 12.
 - 92. Same as No. 6.
 - 93. Same as No. 7.
 - 94. Same as No. 3.
 - 95. Same as No. 18.
 - 96. Public Systems Inc. 1030 South Winchester Boulevard P.O. Box 9727 San Jose, CA 95117
 - 97. Council of State Governments P.O. Box 11918 Lexington, KY 40511

- 98. Same as No. 18.
- 99. Same as No. 18.
- 100. Same as No. 3.
- 101. Same as No. 16.
- 102. Same as No. 3.
- 103. Same as No. 1.
- 104. Same as No. 16.
- 105. NCJRS Document Distribution Services Box 6000 Rockville, MD 20850
- 106. Same as No. 64.
- 107. Same as No. 1.

APPENDIX B-RESOURCE LIST

This list of the major publicly held firms involved in private security was compiled by the Task Force on Private Security.* Information about projects and products may be directed to these companies through their local representatives.

Major Publicly Held Firms by Type of Security Product and Services

Armored Car Services

Baker Industries

Loomis

Pittston (Brinks)

Contract Guard and Investigative

Allied Security

ATO (Advance Industry Security)

Baker Industries (Wells Fargo)

Burns

Guardsmark

IBI Security

Loomis (Stanley Smith Security)

Finkerton's

Servisco (N.B.)

Wackenhut

Walter Kidde (Globe Security)

Courier Services

Bankers Utilities

Loomis

Pittston (Brinks)

Fixed Security Equipment

American Standard (Mosler)

ATO, Inc.

DieBold

Walter Kidde

Central Station Alarms

O ADT

Baker Industries

Burns

Holmes Electric Protective

Honeywell

Morse Signal Devices

Wackenhut

Closed-Circuit TV

Ampex

Babcock and Wilcox

Bell and Howell

General Electric

Honeywell

Motorola

Panasonic

RCA

Sony

Proprietary Alarm/Access

Control System

ATO

Honeywell

Johnson Control

Pittway (ADEMCO)

Walter Kidde

Westinghouse

^{*} NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS.

Report of the Task Force on Private Security.

Washington, D.C., Government Printing Office, 1973. 616 p.



END