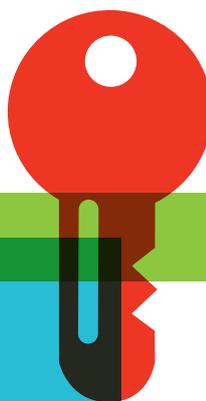


Physical Access Control

Protecting resources through controlled access to your business.



Is your business wide open to unauthorised intrusions? It's vital to safeguard your business from the dangers of theft, vandalism and information leaks, and ensure your resources and assets are also protected. One of the ways to achieve greater security is to control physical access to your company and resources, such as your computer room, laptop, disks and the like. But for many organisations, implementing access control systems has its own set of issues:

- Because it is not your core business, you may not know where to begin. Chances are; your team doesn't have the specialist skill sets necessary for the successful implementation and management of such systems. Let alone defining the appropriate boundaries and scope. Without the right know-how, it's difficult, if not impossible.
- The cost of implementing such systems may be a concern. Some organisations try to get around this by opting for cheaper versions, hoping they will be good enough. They aren't.

Impact of failure to act

By not introducing physical access control systems to protect your company's resources and assets, or by using only limited controls, your business will:

- have no control over its resources and assets, or its system integrity.
- increase the likelihood of security breaches, manipulation of data by unauthorised individuals, loss and corruption of data. Theft and vandalism risks also increase.
- be more vulnerable to intrusion. Unauthorised people can access what should be restricted areas/information and assets. The damage is compounded if you cannot

determine what has been taken, modified, lost or corrupted. Insurance against such theft is difficult to prove if appropriate controls and security were not in place.

- lose trade and money due to the cost of replacing inadequate systems and the waste of resource time.

Business Requirements

A comprehensive and robust Access Control system should fulfil two critical functions:

- Consulting with you to define the boundaries and scope of the solution to be deployed, including the protection of your assets on and off site.
- Designing ways to mitigate the security risks for access control.
- Implementing the appropriate system for you and assuring it meets all legal obligations.
- Developing and putting in place contingency plans.
- Managing the convergence of physical security into the corporate network, to enhance security through the correlation of physical security events to IT security events.

Benefits of the Capita Physical Access Controls Solution

When you turn to Capita to design and install your security solution, you have the confidence that your controls are watertight and dependable, developed by experts in this area. What's more, you have the support of our follow-up service, to ensure our solution continues to work hard on your behalf.

Your business risk is minimised to due to:

- Physical access control systems are in place that effectively reduce the danger of security breaches within your company.
- The boundaries and scope of the system is developed with you to ensure access rights have been assigned appropriately. Mobile workers are also part of the overall solution.
- Systems that are scalable and flexible to account for future changes.
- The reduced cost of running your security system. Capita uses your existing IP network, so the cables are already in place.
- Our specialist team of professionals, who ensure successful implementation and training.

"Scary to think about it now, but we were a sitting duck for unauthorised access. Our confidential information, our data, our equipment – it was there for anybody to take or abuse. But with the increasing incidences of businesses being damaged by leaked information and stolen data, we decided a solution was long overdue. Capita Managed IT Solutions came in, developed and installed an intelligent physical access control system that was both straightforward and highly secure, and is future-proof. For the first time in years, we feel safe".

