



Physical Security System: Site Survey Preparation and Execution Checklist

A site survey is the foundation of every physical security installation. Getting the site survey process right is critical to designing and implementing the system, and so is capturing the right information in the right place. Below is a checklist of what you should capture in a site survey in order to save time and money in producing a security system as-built design.

1. **Obtain and digitize a floorplan of the building or facility in proper scale.**

First, for a successful site survey, you'll need a copy of the floorplan or floorplans for the locations included in the physical security project. A paper floorplan is a good first step, but it isn't enough. You also need to digitize it — and you need to set the proper scale so that your digital floor plan is both accurate and usable. Check out our tips on [how to get a usable floor plan](#).



2. **Assess what you already have.**

Next, you'll need to conduct an inventory and operational assessment of all existing physical security devices. Knowing what you currently have in place serves as a starting point for designing your new system and estimating its budget.



3. **Identify what you need (and what you want).**

Conduct an inventory of what you don't have: these are your necessary upgrades along with your wish list of security devices. If you have this information going into the site survey, there will be fewer budget estimate surprises along the way.



4. **Compile photos of the site for placement of physical security solutions.**

The right photos matter. When used as a complement to a digital floorplan or a digital site survey, real-world photos add context and detail that reduces mistakes, rework, and budget overruns.



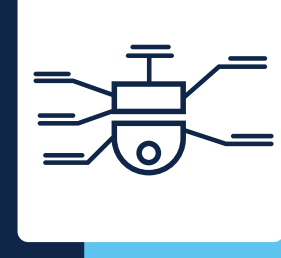
5. **Determine area of coverage for each security device.**

Measure the area of security camera coverage for each existing and planned security device. For the best and fastest results, use a digital design tool that can automatically calculate the security devices that will best meet the area of coverage needed.



6. **Record the physical requirements for each security device.**

A mismatch of physical requirements is one of the most common ways for a security system installation to encounter delays. Look for a digital survey tool that automatically pulls in manufacturer profiles and product specifications for each security device.



7. **Plan for necessary security device accessories.**

Related to the physical requirements, make sure to account for any required security device accessories (such as mounting brackets, wall mounts, and lenses). System integrators can't recognize revenue until install, so this planning is critical to the bottom line.



8. **Complete all needed budget estimates.**

By the completion of the site survey, you'll need to have a few types of budget estimates. Seek a solution that automates the process and automatically builds a bill of materials as you drag and drop system components into your digital as-built.



9. **Capture team and client comments on the site survey.**

Seamlessly capture comments from your team and the client directly in the site survey. Ensure that you have a tool that allows you to collaborate with experts on areas of the physical security system that you're not familiar with.



10. **Produce a proposed physical security as-built design.**

Before you finish the site survey process you should have a proposed physical security as-built design available to you. When you use a digital site survey tool, you can document as you go saving valuable time and ensuring accuracy.

