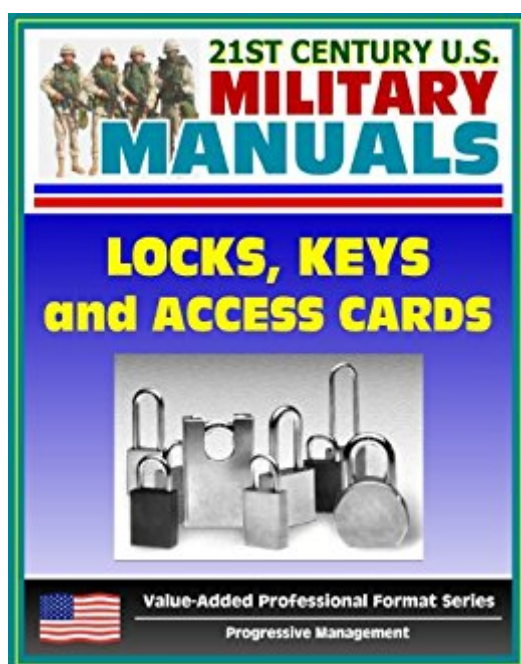The book was found

Department Of Defense User's Guide On Controlling Locks, Keys And Access Cards - DoD Lock Program

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Synopsis

This is a reproduction of the official U.S. military user's guide on controlling locks, keys, and access cards, produced by the Naval Facilities Engineering Service Center. This user's guide provides information and recommended procedures for establishing key and lock programs. Also included are specific hardware requirements for protection of arms, ammunition, and explosives (AA&E) and sensitive and critical assets. This user's guide provides information and procedures that will aid in the distribution and control of mechanical and electronic keys. An effective access control (lock and key or electronic) program will help minimize the possibility of unauthorized access to a facility and/or assets in a facility. Possession of keys and access control cards represent primary authorization for an individual to enter a facility or have access to a particular asset. Possession of keys and access control cards by unauthorized individuals severely affects security and neutralizes the primary purpose of an access control program. This user's guide presents information on establishing a program for protecting Department of Defense (DoD) assets against covert or insider threats. This guide is divided into five chapters and seven appendices that describe a process for controlling locks, keys and access cards or credentials. Chapter 2 describes DoD requirements for access control. Chapter 3 provides a structured program for controlling locks, keys and access control cards. Chapter 4 provides descriptions of software and hardware that are commercially available for controlling locks and keys. Chapter 5 provides a structured program that specifically addresses the control of locks and keys that protect critical assets. The appendices include a glossary of lock, key, and access control terms, references, a listing of manufacturers that offer software and hardware for access control, and forms that can be used to implement a comprehensive lock, key, or access card control program. The appendices also include a checklist for lock and key control, a sample lock and key control plan, and a general description of electronic access control systems.This user's guide provides information and procedures that will aid in the distribution and control of mechanical and electronic keys. An effective access control (lock and key or electronic) program will help minimize the possibility of unauthorized access to a facility and/or assets in a facility. Possession of keys and access control cards represent primary authorization for an individual to enter a facility or have access to a particular asset. Possession of keys and access control cards by unauthorized individuals severely affects security and neutralizes the primary purpose of an access control program.Contents: Chapter 1 - Introduction * Chapter 2 - DoD Lock and Key Control Requirements * Chapter 3 - Establishing a Program for Controlling Locks, Keys, or Access Credentials * Chapter 4 - Key Control Software and Equipment * Chapter 5 - Lock And Key Control for Critical Assets

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