



## New Hampshire Department of Safety Division of Homeland Security and Emergency Management

### Facility Self-Assessment Tool

#### Instructions

The Facility Self-Assessment Tool is designed to assist organizations with identifying and subsequently address facility safety deficiencies in your facility.

By answering a series of security related questions, users can quickly identify areas for improvement. Questions that receive a check in the “No” box may identify a potential vulnerability for the facility. Once a facility identifies a potential vulnerability, facility management may establish or adjust an internal policy or procedures, or seek appropriate professional guidance to explore options available to address the vulnerability.

**Please note, not all questions will be relevant to all organizations and facilities.**

A common sense, pragmatic approach must be taken when using the Facility Self-assessment Tool.

There is no right or wrong answer for these questions, but the honest answers will assist with establishing a more honest assessment. Ultimately, the follow-up actions and next steps are based solely on each organization.

This information has been prepared to help in the assessment of general safety status for your facility. This information is intended as guidance only; some of the information presented may not meet the specific requirements of a particular facility, nor is it intended to take the place of a comprehensive risk assessment and gap analysis.

For assistance with understanding how to best mitigate identified vulnerabilities, contact your local law enforcement, emergency management or fire department. Additional resources may be available through your building or facility’s insurance provider as well.

For additional resources and information, please contact the HSEM Community Outreach Office at [hsempio@dos.nh.gov](mailto:hsempio@dos.nh.gov) or call (603) 271-2231.