



**MARITIME ADMINISTRATION DEPARTMENT PORT SECURITY SECTION
PORT SECURITY VERIFICATION COMPLIANCE MATRIX**

M-I-SI-8

Name of Port Facility:

Date:

No.	OVERVIEW OF REQUIREMENTS	Point Assigned	Port Facility Score	Ref. ISPS Code / MARAD	REMARKS
1	Port Facility Security Officer				
	a. Appointed	6		Part 'A' 17.1	
	b. Trained	6		Part 'A' 18.1	
2	Port Facility Security Assessment				
	a. Conducted within the last six months	4		Part 'A' 15	
	b. Capture four major points outline in the ISPS Code	4			
	b. Date conducted	4			
3	Port Facility Security Plan				
	a. Approved	3		Part 'A' 16	
	b. Protected by security procedures	3		Part 'B' 16	
	c. Reviewed within the last 6 months	3		Part 'A' 16.3.8	
	d. Date of Reviewed:	3		Part 'B' 16.59	
4	Port Facility Security Committee				
	a. Meet every every six months	6		Part 'B' 16.8.1	
	b. Date of last meeting	6			
5	Security Drill				
	a. Conducted quarterly	6		Part 'A' 18.3	
	b. date of last drill	6		Part 'B' 18.5	
6	Security Exercise				
	a. Conducted annually or participated	6		Part 'A' 18.4	
	b. date of last exercise	6		Part 'B' 18.6	
7	Training for Security Personnel				
	a. conducted once per month	6		Part 'A' 18.1	
	b. date of training	6		Part 'B' 18.2	

8	Training for non - Security Personnel			
	a. Conducted at least every six (6) months	6		Part 'B' 16.8.1
	b. Last training Date:	6		Part 'B' 18.3
9	Communication			
	a. Ship port communication link implemented	4		Part 'A' 16.3.3
	c. All guards equip with effective devices	4		Part 'B' 16.3.2
	c. is there alternative means of communication?	4		Part 'B' 16.8.4
10	Access Control (<i>access card features for employees</i>)			
	a. Photograph	4		Part 'A' 16.3.2
	b. Executive signature	4		Part 'B' 16.10
	c. maintenance of records	4		
11	Access Control (<i>access card visitors / contractors</i>)			
	a. Executive signature	3		Part 'A' 16.3.2
	b. Colour coded	3		Part 'B' 16.10
	c. maintenance of records	3		Part 'A' 16.3.15
	d. Procedures for shore leave included in PFSP	3		
12	Restricted Areas			
	a. Clearly marked	6		Part 'A' 16.3.2
	b. security measures defined in the PFSP	6		Part 'B' 16.21
13	Perimeter			
	a. Entrances equipped with gates or barricades	2		Part 'A' 16.3.1
	b. Guards posted at all access points	2		Part 'A' 16.10
	c. Clear zones maintained	2		
	d. Fence topped with barb or razor wire	2		
	e. Are there any gaps in the perimeter / fence?	2		
	f. Are there adequate signs along the perimeter ?	2		
14	Monitoring			

	a. Frequent patrols within Facility	2		Part 'A' 16.3.6	
	b. The facility have adequate lighting	2		Part 'B' 16.49.1	
	c. Guards maintained on the docks	2		Part 'B' 16.49.2	
	d. Backup power source	2		Part 'B' 16.49.3	
	e. Does the facility conducts water side patrols?	2		Part 'B' 16.8.12	
	f. Are metal detector or sanner use	2			
	g. Does The facility have CCTV system?				
15	Signs				
	a. Does the facolity have adiquate restricted signs?	3			
	b. Are security level signs installed?	3			
	c. Are there other warning signs (e.g. warning)	3			
	d. Are tlere signs facing the water?	3			
16	Handling cargo				
	a. Advance notification for cargo required	3		Part 'A' 16.3.12	
	b. Screening cargo vehicles	3		Part 'B' 16.32.3	
	c. Procedures for handling ship stores	3		Part 'B' 16.38	
	d. procedures for handling suspicious packages	3		Part 'B' 16.45	
17	Evacuation Procedures				
	a. Identification of moniters (personnel)	3		Part 'A' 16.3.5	
	b. Muster point	3		Part 'B' 16.50	
	c. Does the facility has an alarm systems?	3			
	d. Does the facility has a public addresss system	3			
18	Declaration of Security (DoS)				
	a. Procedures for conducting a DoS implimented	6		Part 'A' 5.1-5.6	
	b. date last DoS executed	6		Part 'B' 5.1-5.6	
19	Sensitive Security Information (SSI)				
	a. "Restricted" - lock away, need to know	6		Part 'B' 16.8.6	
	b. Data on computer protected with password.....	6			

20	Security equipment			
	a. Are regular maintenance carried out?	3		Part 'B' 16.8.7
	b. Has the facility implimented a maintenance plan? ..	3		
	c. Is there back-up systems and procedures?	3		
	c. Are record maintained?	3		
21	Reporting / Records			
	Are the following maintained and reported to the DA			Part 'B' 16.5.
	a. Security threats and incidents	2		Part 'B' 16.14
	b. Training notification	2		Part 'B' 16.5.
	c. Post Training reports as required	2		Part 'A' 15.5.2
	d. Notification of alortation	2		Part 'B' 16.8.7
	e. Monthly reports	2		Part 'B' 16.51
	f. Reports for assessments & Plan review	2		
22	Schematic Layout			
	Plan showing the layout of the facility including:			
	a. Access points	2		
	b. Security hut / control points:	2		
	c. Restricted Areas (RA):	2		
	d. Controlled Buildings (CB):	2		
	d. Lights along perimeter and RA :	2		
	d. Location of CCTV cameras	2		
	total	264		
	Percentage			

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 Authorize Signature