

Helping secure your world

Editor's Note

It has been a year since we at **Amalgamated Security Services** Limited last published a newsletter and for that we must apologize. This gap in issues was due to us restructuring our systems for the delivery of the newsletter and the management of email address. As we resume publishing our quarterly Security Solutions newsletter we continue with an exploration of major business related protection issues that you (our readers) may encounter. We also continue to provide solutions to security issues that you may face at home during your personal time. Therefore, the chosen topics were geared towards matters unique to the business environment and our reader's personal security as well.

Within the newsletter you will learn more about our Forensics and Criminalists Unit which is our latest and one of our most pioneering units yet. This unit is tailored to change the overall dynamics of organizations with its modern twist on forensics in conjunction with technological supremacy. You can learn about this new unit and polygraph testing in our first article

In recent years electric gates popularity and usage has grown within the Caribbean, it is an attractive and secure option for one's premises. However, an electric gate can be dangerous when it is misused: the second article outlines critical electric gate safety tips that should be adhered to. If you ever wondered how radio frequency identification technology works; specifically in reference to your employee ID badge, then the third article will help you understand the basics. In keeping with the theme of entry restrictions our fourth article speaks about laminated padlocks and how secure they are. As you read you will discover the answer really depends on what you are looking for.

Lastly, the topic of protecting your business is an important one and each member of staff has an important role to play. So the more skills business owners can teach employees, the better equipped they will be to handle unpleasant situations that we all hope never happen. In conjunction with protecting your business, business owners can take basic steps to avoid violence at the workplace. Article five and six respectively will inform you of the steps that can be taken.

It is our intention that the selected articles and the safety measures contained in them can in some way have a positive impact on your protection.

Also, as we look forward to the year 2014 you can expect quarterly publications of our Newsletter. **Amalgamated Security Services Limited** will continue to fulfill our commitment, to provide quality service for all customers, as well as providing security solutions to customer issues.

Regards ASSL Marketing Team

Forensics: Polygraph & **Integrity** Testing in the **Business Environment**

By Dr. Maurice Aboud, Chief Forensic & Criminalistics Officer at Amalgamated Security Services.

Introduction

Forensic Science covers a broad array of disciplines not only applicable to law enforcement but also to the private sector. In this issue we switch gears to a forensic tool known as Polygraph Testing or "Lie Detection" and we talk about its usefulness in a business environment to enhance employee selection, trustworthiness and retaining employees in positions of high responsibility. Finding employees that one can trust to exhibit key moral and ethical characteristics in one's business can be a challenging task. They are often the ones who handle financial controls and the management of key physical/data assets. To help address some of these issues companies should consider polygraph testing for both preand post-employment, as a

screening tool to aid in the selection of personnel and the fulfillment of management in key positions.

While many businesses spend a great deal of resources on protecting themselves from external attacks or criminal activities, crime within the work place from internal sources has also significantly increased. Many companies now are faced with internal theft, fraud, sexual harassment and even industrial sabotage. The use of preemployment integrity polygraph screening can significantly safeguard against such activities by guiding employers in the interview stage before they hire new people or, postemployment testing for people who may have been suspected of not telling the truth after an incident has taken place. The use of polygraph testing can help increase profitability of your business by eliminating or reducing key aspects such as but not limited to:

- **Employee Inefficiency**
- **Property Theft**
- Money Theft
- High Employee Turnover & Training

What is a Polygraph: The Science

A polygraph is an examination that uses a diagnostic instrument capable of

measuring a subject's physiological reactions such as: respiratory, electro-dermal and cardio reactions while responding to questions that tell whether a subject is stating the truth or is being deceptive. This is done by first establishing a baseline series of questions to ascertain when someone is being truthful, followed by a series of questions designed to gather the facts of an incident/ personal character. The results indicate when someone is telling the truth or being deceptive about their answer. The line of questioning and manner in which the questions are asked, are in itself a science, therefore the polygraph examiner must be adequately trained not only in use of the equipment but also in interrogation techniques. The changes in physiological conditions are interpreted by the polygraph examiner and compared to reactions to the baseline questions, certain changes indicating deception.

The leading governing body of polygraph examiners is the American Polygraph Association (APA). This organization has established strict standards and requires continued education to maintain the membership as a qualified examiner. Over 1 million private polygraph tests are administered in the US with pre-employment testing making

up a large percentage. This number has been steadily growing as more organizations acknowledge the true value of this technique in identifying the correct person for the job or for investigations of an incident with an existing employee. Misconceptions about polygraph techniques have long been raised and numerous studies have been conducted that confirm the techniques' accuracy with specific questioning. A number of additional counter-measures are typically conjointly used which measure not only physiological, but physical movements that greatly increase the accuracy of the results and decrease the ability of the polygraphee to deceive the system.

The Law and Policies

Currently there are no laws in Trinidad and Tobago prohibiting the use of polygraph testing for pre and postemployment testing. However, an organization must develop and implement policies and procedures for instances where testing can be done and the consequences of the results. Depending on the policies set by the establishment, employee consent through an employee authorization form may be required. It is important that the policies are set beforehand and listed, as part of the requirements for employment.

In cases where employment already exists careful considerations must be taken before implementation. Policy templates may be obtained from the examiner, which can be formulated to the specific business and reviewed to ensure that the employer's process is properly documented and the employer covers itself against any possible litigation by an employee or union.

Benefits of using Polygraph Integrity testing in the business place

Polygraph testing is a relatively short process with a typical analysis being performed in less than 2 hours. The short amount of time allows for multiple testing to take place with little productivity loss and immediate results. Another benefit to polygraph testing is the mobility of the equipment and its capability of being performed onsite at the business location, provided a room with suitable conditions is available. Alternatively a provider of polygraph services should offer testing at their facility.

The results of a polygraph test can be used immediately to help resolve an incident that has taken place, in which an employee is believed to be involved or wishes to exempt him/ herself from being involved. The benefits of using polygraph integrity testing both

pre- and post-employment can be immediate, stopping financial and resource losses from continuing or allowing the selection of the person with the right character for the position and removing any temptation of committing a crime.

Conclusion

The use of polygraph integrity testing for pre-employment screening and post-employment investigations within the workplace can be a significant tool in obtaining the right people for the job, keeping current employees functioning efficiently and honestly, and stopping the wasting and stealing of company resources. Once the business has put the policies and documentation in place, it can be implemented immediately, bringing a level of comfort to the organization and ultimately reducing cost and increasing profit.

About the Author

Dr. Maurice Aboud holds a PhD. in Chemistry with an emphasis in Forensic Science, a M.Sc. in Forensic Science and has several publications on his work with different forensic applications. He is the Chief Forensic & Criminalistics Officer in the Forensics & Criminalistics Unit (FCU) at **Amalgamated Security** Services.

Contact: forensics@assl.com

You can learn more about this service by visiting our website:

Forensics & Criminalistics Unit

Seven Critical Electric Gate Safety Tips

By Mallory Matthews

Electric gates are attractive and can add much-needed security to your property. However, when not operated properly, an electric gate can be dangerous. To avoid serious injury, be sure to remember the following seven (7) critical safety tips.



1. Always follow the manufacturer's instructions when installing an electric safety fence or gate.

A gate that is not properly installed may malfunction and seriously injure you or another person. To ensure your gate is installed correctly, it's best to

hire a professional company that will understand and be able to follow all standard safety procedures.

2. Don't let children play around or on an electric gate.

Unfortunately, there have been several tragic instances of children being maimed or killed by automatic gates. Children should never be allowed to play around automatic gates, since they are extremely heavy and can easily crush or trap a child. While they are now equipped with safety mechanisms to help prevent these incidents, you can't rely on those features to keep kids safe.

3. Maintain your gates, and always promptly repair a malfunctioning gate.

Automatic gates are mechanical devices that need to be cared for and maintained if you want them to remain in good working order. If your gate isn't operating properly, call a professional gate or safety fence company. They'll be able to send out an expert to diagnose and fix the problem. While paying to fix it can be annoying, it's far better than dealing with an accident on your properly that could have been easily avoided.

4. Follow the six-foot rule.

When installing your automatic gate, the controls should be at

least six feet away from the access itself. By placing controls away from the gate, you reduce the likelihood that someone will reach through, around or over the gate to operate the control, which is dangerous. Controls should also be positioned so that children can't easily access them.

5. Choose a gate with extra safety features.

You should always include a motion sensor, which helps prevent injury and accidents. The sensor will determine if there is something blocking the gate (like a hand or a foot) and then either reverse movement or not close until the obstruction is removed. Some gates may also have an emergency release mechanism that can be tripped if someone does become trapped or pinned.

6. Install warning signs.

If you have an electric gate on your property, a prominent warning sign can alert people to possible danger and remind them to exercise caution around the gate.

7. Install a separate walkthrough gate.

Automatic gates, which are designed for vehicular traffic, are powerful and can easily cause injury or death. For that reason, it's best to install a separate walk-through gate as part of your safety fence so that pedestrians can safely access your property.

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If you are interested in learning more about our Electrical gates visit our website at:

Amalgamated Security Electronic and Integrated Systems website

Know How Your Security RFID Badge Works

By Joe L French



This article will help you understand the basics of how radio frequency identification technology works; specifically in reference to your employee or student photo ID badge.

Let's begin by defining RFID: "Radio-frequency identification (RFID) is a technology that uses communication via radio waves to exchange data between a reader and an electronic tag or card attached to an object or person, for the purpose of identification and tracking."

RFID card technology has evolved over the past decade. It was not that long ago when "smart cards" had a surface mounted gold chip that made contact with the reader when

inserted. Having to insert a card into a reader never caught on in the United States. We have become accustomed to quickly swiping and waving cards. Inserting, waiting and removing a card so it can be read was not progress! Contact smart cards are a legacy technology now. Contactless RFID is the new standard.

Over the last two decades, RFID has become the preferred ID badge technology for various types of data collection systems (door access, time clocks, point of sale, and computer sign-on). Other than the non-standard insertion smart cards. contactless RFID offers the highest level of security granted by an ID badge and is not easily duplicated. RFID card readers last longer than those using magnetic stripe or barcode technology since they do not have exposed read heads or moving parts.



The original "Proximity" **RFID cards** are considered to

be read only. Their unique ID is programmed by the manufacturer or card supplier and cannot be altered by the issuing organization. There are several secure formats they can be programmed in. Some are more secure than others; however, their increased security also makes them proprietary to single systems. However, proximity RFID does have a *non-proprietary* standard format that is integrated in most data collection systems. If you are using the open standard format, you can then expand its use in other types of data collection systems.

Proximity RFID is now considered a legacy technology for those implementing brand new systems. Other than using a proprietary RFID format, their biggest weakness is they cannot store other information than their hard coded unique ID. For many, read-write capabilities are just not needed. If your current data collection system is using proximity RFID, go ahead and maximize your investment and use it until the end of life; as it may never need replacing.

"Contactless" RFID cards

have integrated the read/write functionality of the surface contact smart chip into an *embedded* RFID chip providing increased security and

functionality. You can store a biometric template directly on the RFID card to decrease authentication time and increase security of information. You can record a unique user ID number (employee, student, membership...) on the RFID secured by encryption. A contactless RFID card can be programmed with tokens, coupons, or even monetary value for use in retail and tracking. This has spurred a new trend on college and university campuses as an increased number of them are adopting contactless RFID cards for use in their campus point of sale, attendance, and door access systems. Our Federal Government has deployed a Common Access Card (CAC) program to all federal employees and contractors. The CAC integrates both contactless RFID and contact smartcard technology that is mandated by strict government programs like FIPS 201 and HSPD12. Many consumers carry branded credit cards that use contactless RFID; however, merchants are still rolling out contactless RFID enabled terminals to meet this new deployment of card technology.

Contactless RFID's perceived weakness is RFID itself. A new brand of theft has been introduced called RFID skimming. This has created a demand for new skim-proof sleeves and ID badge holders. However, if the data collection read is deemed so secure that RFID skimming needs to be addressed, use an additional PIN and/or biometric reader. Skimming problem solved! If to date your security risk tolerance has been satisfied by using magnetic stripes, barcodes and/or proximity RFID technologies, contactless is the most secure option you have to choose from.

Overall RFID is a proven and secure identification technology with many benefits. RFID technology should be strongly considered for use in every data collection system that is authenticated by a common photo ID badge, ID card, token or FOB.

RFID has not stopped evolving with just contactless read/write functionality. Ultra High Frequency (UHF) and Super High Frequency (SHF) technologies have recently made their way on to the RFID scene. They allow an ID badge to be read at extended distances. NFC or "near field communication" has integrated RFID into many smart phone devices already, and will be making their way to a door and time clock reader near you soon.

RFID card technology does have industry standards; however, interoperability between manufacturers is the Achilles heel. When selecting badge technology for your organization, confirm the RFID format can be used with other systems. RFID badge technology loses value if it only opens a door, only creates a time punch, only logs you in, or only buys your favorite beverage. When it can do them all, you will have efficiency and security working for you.

One photo ID badge enabled with one shared badge technology, used in multiple systems is the ideal ID badge solution!

To learn more on how you can take full advantage of RFID and other related badge technologies and integrate them within your organization's identity programs visit:

www.eXpressbadging.com or call 800-909-8602. Securing your world one ID badge at a time!

Joe French is Co-owner and Vice President of Express Badging Services, Inc. in Cocoa Beach, Florida and offers over 26 years of experience in the personal identity business as an identification integrator.

Mr. French is an active member of the Identification Systems Dealers Association (ISDA) and the American Society of **Industrial Security International** (ASIS) as well as a major sponsor of many HR Florida based Society of Human Resources Management (HR Florida) chapters and affiliated conferences.

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Laminated Padlocks -**How Secure Are They?**

By George Uliano

We have all seen the TV commercial where the padlock was shot and did not open: that is the laminated padlock. It is indeed a very physically strong padlock due to its construction. This provides for a very strong impact resistant padlock. These types of padlocks have been around since the 1920's and it is the lock that started the Master Lock Company.

Where most padlocks are constructed out of solid steel, brass or aluminum, the laminated padlock is made of steel plates that are stacked then riveted together. There is a hole through the center for the locking mechanism and two holes on the top for the shackle. There is usually a plastic bumper around the bottom of the padlock whose purpose is to give some protection to the mechanisms that the padlock is mounted to. All laminated padlocks are built this way, but the similarities stop there.



How are they built?

- Steel plates that are stacked together
- Plates are riveted together to form the body
- Hole through center for the locking mechanism
- Holes on the top for the shackle

Laminated padlocks come in many different sizes ranging from one-half inch wide to over 2.5 inches wide. The more secure locks have what's called "Double Ball" locking which means the shackle has two locking balls or latches one on each side of the shackle. This increases the overall security of the padlock by increasing the pull or pry resistance against the shackle.

The locking mechanism comes in 3-4-5-6 pin locking. The more pins in the lock and cuts on the key the more secure the lock is. Some of these padlocks are re-keyable meaning that the locking codes can be changed,

this increases the versatility of the lock and in some cases the security. As in all locks, the more security features the more the padlock will cost.

Keying options:

- Keyed alike (one key opens all locks)
- Keyed different (each lock has its own unique key)
- Master key (each lock has its own key, but one master key will open all locks)

So, how secure are laminated padlocks? The answer really depends on what you are looking for. They all offer a very strong resistance to physical attacks such as prying, wrenching and impact. They offer mid-level security of pick resistance so long as a higher number of pins are used. Their key control is on the low end, because they do not offer patented keyways.

George Uliano is a security professional with law enforcement and security experience. He earned a Bachelors Degree in Criminal Justice and Business graduating with honors. George holds 3 patents on different Padlock and Cam Lock designs. This combination gives George and His Company Locking Systems

International Inc the unique ability to provide "The Right Lock" with The Right Security" at the "Right Price".

For additional information or to purchase Locks go to http://www.lsidepot.com

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Three Reasons Why You Should Consider Security Training For Your Staff

By Steve Jones Smith

Each member of your staff has an important role to play in protecting your business so the more skills you can teach them, the better equipped they will be to handle situations. If your business involves venturing into socially unstable countries or environments where there is a real possibility of natural disaster, then security training is going to be a very worth well investment for you.



Here are three key reasons why your staff, and your business, benefits from specialist training:

1. Your staff can look after themselves and others

Having your staff equipped with skills like Personal Survival Techniques, Personal Safety and Social Responsibility or First Person on Scene (FPOS) allows them to be self-reliant. Rather than having to depend on the skills and expertise of a group leader or hired specialist, they will have the tools at their disposal to handle situations on their own. Situations that involve threats of violence including kidnap, and attack on the road. If your staff know how to behave and react to a particular situation, there is more likely to be a positive outcome.

2. Protect your business interests

If your business involves traveling to potentially dangerous environments, there is a greater risk to your company's operation and the success of your ventures.

Like any aspect of your business, how your company handles these situations will depend on how your staff react to the scenarios they are faced with. Security training covers a wide range of skills, such as Physical Intervention, Anti-Piracy Kidnap and Ransom Training as well as Evasive and Defensive Driving. Ensuring that your staff have the relevant skills to cope with whatever situations may arise, which could include threat to security or themselves, means that your company will be able to cope too.

3. Transferable skills keep you prepared for anything

Certain skills are transferable to any situation or environment. Whether entering a dangerous location, or back home at the company offices, skills such as First Aid at Work, Defibrillator Training and Fire Fighting and Prevention can be just as useful. They are the kind of skills that you would hope your staff never needs to use, but if you find yourself in a situation like a fire, you'll be glad you prepared everyone for such an event.

Choosing the right security training for your staff

Where your staff needs to go will dictate the training they are likely to need. Talking to a security training company will allow you to assess the dangers and decide on the right training to make sure everyone is safe, responsible, and prepared.

Sea operations can be threatened by piracy, high profile figures by kidnap and ransom scenarios, and even where human intervention isn't a risk, injury and natural disaster could cause serious harm to both your staff and your company's prospects. Security training to deal with each of these situations means that your staff can react quickly, calmly, and competently to any situation, protecting themselves, your business and your clients.

Blue Mountain Group is one of the UK's top security and close protection providers and offers professional security services including close protection, surveillance, asset protection and more, as well as a wide range of specialist security training courses. Blue Mountain Group have been established for over 10 years and have delivered world-class security solutions for a diverse range of private, corporate and government clients around the world.

For more information regarding the training and security services provided by security training companies, <u>click here</u> to visit their website or speak to one of their staff.

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SHOTS FIRED! Three Steps to Preventing Workplace Violence

By Virginia S Nicols



Every business is unique. But every business owner can take basic steps to avoid violence at the workplace. And an owner who doesn't take these steps may incur liabilities.

Step one - Train employees how to respond to a Live Shooter Event.

Ask your employees, "If you hear shots being fired, whether at work or anywhere where they don't belong, what do you do?"

The following three-part plan has been supported by local law enforcement agencies around the country. First: Run.

If you hear shots in the building you are in, get away immediately! Don't stop to gather up purses or phones - start moving without a second's delay. Take other people with you, but if they won't come, don't waste time trying to convince them. Get outside to a safe place, and call 911. Keep others from entering the building if you can.



Second: Hide.

If you realize that the shots are nearby, and you can't get safely away, hide. Close and lock the door of the room you are in.

Turn out the lights. Block the door with furniture if you can do so quietly. Hide away from the door. Silence your phone ringer. Typically, a shooter will be looking for easy targets. If the shooter doesn't see you, doesn't hear you, and can't easily open the door, he will pass along to the next easy target.

Third: Fight.

If you can't run, and can't hide, and believe you will be

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confronted by the shooter, do your best to incapacitate him. Get others to help; grab anything you can use as a weapon. This could mean a chair, a fire extinguisher, any heavy object. Be aggressive, and don't quit! A lone shooter can be taken down by a group of determined fighters, even if there are injuries.



Step Two: Prevent workplace violence with effective personnel policies.

Consider the "culture" of your workplace. Is it casual, where people pretty much ignore security issues and disregard safety policies? Are sexist or racist jokes or rough behavior condoned?

To protect yourself and your coworkers, start now to create and encourage a non-violent environment. In particular, your company needs strong policies against violence and harassment, enforced with clear-cut guidelines involving

how to report, to whom to report, etc.

Questions to ask about your own workplace:

- Do we have policies against violence?
- Do employees and management know and enforce these policies?
- Do employees and management have resources they can call upon for extra assistance, including law enforcement and/or outside agencies?

Where is the threat likely to come from?

Most workplace violence comes from disgruntled employees or from employees who are experiencing a family crisis. When an employee is going through a divorce, a child custody case, a health crisis or some other desperate and difficult situation, it's coworkers who will know about it, not management!

Encourage workers to watch for warning signs:

- An increased fascination with weapons
- Obvious substance abuse (absences. hangovers, etc.)

- Stress, nervousness, sleeplessness
- History of violence
- Inconsistent or erratic behavior
- Recent disciplinary or legal action

Ouestions to ask:

- Are you aware of coworkers suffering from the symptoms above?
- Do you know how and to whom to refer them so they can receive counseling or other assistance?

Step Three: Prevent workplace violence by protecting your perimeter.

The word "perimeter" sounds like a military term, but it is an expression that everyone who is concerned with disaster prevention should be familiar with.

If you have an identifiable perimeter - a fenced parking area, a building with entrances and exits - control it! Suggestions for controlling your perimeter:

"A locked door is a safer door."

If the doors to your building and your office are always open,

you could be surprised at any moment by an intruder. Perhaps it's a thief, simply walking through the area and picking up briefcases, phones, purses or anything else lying around. Perhaps, however, that person is bent on violence. You might not have any warning before he or she shows up in front of you.

Of course, customer service may require that business entrance doors be readily accessible. But leaving doors unlocked for employee convenience may be dangerous!

Survey your building. What doors are being left propped open or unlocked to make it easier for employees to move around, or step outside to make a personal call or have a smoke? Strengthen the perimeter by:

- Announcing a new policy
- 2. Posting signage telling people, "This door will be locked."
- 3. Locking those doors.

Naturally, fire safety must be considered at all times.

Monitor points of entry.

With a tighter perimeter, you can monitor who comes in. If you use cameras, they too must be monitored or they serve no purpose!

In other cases, lobby personnel may be performing the monitoring. If you have a receptionist seated at the front entrance, is that person trained on how to respond to a visitor? To a threat of violence? Naturally, different businesses will have different requirements. But training is essential - for regular employees and for temporary employees.

Identify who belongs and who doesn't.

One of the simplest ways to support workplace security is to have and enforce the wearing of ID badges. This allows everyone to immediately notice who doesn't belong - and therefore where there might be a threat.

These recommendations are not comprehensive, but they will work for many businesses.

Contact your local police department for more details and to build a customized plan. Start now to develop the awareness that may protect you and your business from an incident of workplace violence.

Virginia S. Nicols and her partner Joseph Krueger, with various CERT, FEMA and American Red Cross trainings to their credit, head up their neighborhood emergency response team in Southern California. More disaster preparedness tips and tools aimed specifically at groups and small businesses are available at their website, http://www.EmergencyPlanGui

http://www.EmergencyPlanGuide.org. Throughout their 25+ year career in direct marketing, they have developed emergency planning programs for a wide range of businesses, from entrepreneurial firms to multinationals and non-profit organizations. Now their emphasis is on encouraging all individuals to take responsible action.

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