

**PAPER PRESENTED BY THE COMMANDANT OF NSCDC, FCT COMMAND
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CONFIDENTIAL SECRETARIES, EXECUTIVE ASSISTANTS, PROTOCOL
OFFICERS, INFORMATION DESK OFFICERS, PUBLIC RELATIONS
OFFICERS, AND OTHER ADMINISTRATIVE STAFF OF THE
JUDICIARY.**

TITLE: Workplace Safety and Security Management.

DATE: Monday, 8th August, 2022.

INTRODUCTION

It is with great delight that I honour the invitation extended to me to present a position paper on Workplace Safety and Security Management to build and improve the leadership capacity of participants in this seminar who have critical roles to play in the provision of workplace safety and security management at the National Judicial Institute.

NIGERIA SECURITY AND CIVIL DEFENCE CORPS (NSCDC)

Nigeria Security and Civil Defense Corps (NSCDC) is a paramilitary agency of the government of the Federal Republic of Nigeria saddled with the responsibility of providing measures against threats and any form of attack or disaster against the nation and its citizenry. The Corps is statutorily empowered by Act No. 2 of 2003 and amended by Act 6 of 4th June 2007.

NSCDC as a paramilitary agency of the government is also saddled with the mandate of National Disaster Management, Protection of Critical National Assets and Infrastructure of Government, Registration, Training, Licensing and Monitoring of the activities of Private Guard Companies in Nigeria. Recently, the Agro Rangers Department was created to broker peace between herders and farmers to help boost agriculture in the country and among other functions. NSCDC is also empowered by its AMENDMENT ACT,

2007 SECTION 3, Sub-section 1(e) with the responsibility to maintain twenty-four (24hr) hour surveillance over infrastructure, sites and projects for the Federal, state and local government.

The Nigeria Security and Civil Defence Corps would not have recorded the successes it has recorded so far without the strategic support and synergy with other security agencies. we are proud to be in constant collaboration with the Nigeria police, the Army, the Nigeria Navy, the Nigerian Air Force, the Nigeria immigration services, the Nigeria fire service, the Department of state services and the Nigeria correctional Services etc.

CREDIBLE INTELLIGENCE GATHERING AND SHARING

The corps have shown its competence and readiness to deliver in the area of intelligence gathering and sharing, its proximity to the populace and grassroots has continued to give us the edge to generate credible and timely intelligence, share it with the appropriate quarters and back it up with the needed action.

WORKPLACE SAFETY refers to the limitation of elements that can cause harm, accidents, and other negative outcomes in the workplace. It represents a culmination of policies, behaviours and precautions that work to limit hazards, accidents and other kinds of harm in a work environment.

SECURITY MANAGEMENT on the other hand, is the identification of an organization's assets (including people, buildings, machines, systems and information assets), followed by the development, documentation, and implementation of policies and procedures for protecting assets. Having a workplace safety and security plan in place will show your employees that you as an employer care about their wellbeing. Employees will feel a lot safer and

more secure at work which will boost their efficiency, productivity and make them happier.

It is highly recommended that every work place should not wait for some disaster to happen to take preventative measures. An effective and actionable safety program will reduce the number of injured workers, decrease the number of sick days, as well as avoid the difficulties of training new people to replace the absent ones.

A proper security system will protect your organization and building against security breaches including theft of work materials and office assets while at the same time protecting your employees from violence that may likely occur from such incidences when and if they occur.

There would not have been a better time and occasion to speak on this topic than now, considering the fact the country is currently faced with wide spread security challenges.

This calls for collective teamwork between the security managers of various facilities and security agencies at various levels.

The National Judicial institute and other employers need to provide a safe and secure working environment by deploying and using a thorough security enhancing systems like access control systems, CCTVs, keycards and emergency exits, training the employees about security procedures, hiring private guard security personnel without forgetting constant improvement of the computer architectural framework to withstand various attacks in the form of hacking, just to mention a few.

It is heartwarming to point out that now, most establishments provide and engage services of trained physical security personnel to protect lives and

properties of staffs during and after work hours. The engagement of private guards in this regard is a welcome development.

The Nigerian Security and Civil Defence Corps act 2003 as amended in 2007 section 3 (b-d) provides the corps with the mandate to license, regulate and train Private Guard Companies.

- Recommend to the Minister the registration of Private Guard Companies
- From time to time, inspect the premises of private guard companies, and their training facilities and approve same if it is up to standard
- Supervise and monitor the activities of all private guard companies and keep a register for that purpose
- Periodically organize workshops and training courses for private guard companies and
- Seal up any private guard company which operates without a valid license.

The Nigeria Security and Civil Defence Corps ensures private security guards are properly vetted before being employed and trained in any Private Guard Company (PGC). Crime prevention, detection and security management is a major duty of any Security Guard in an organization. They share intelligence with government security agencies who are working in synergy to provide a safe environment. A security guard ensures the safety of all people in their jurisdiction and secures all assets within the premises. They prevent people from performing illegal activities, detect the presence of unauthorized individuals, observe all situations and report incidents within their area of responsibility.

In view of the above, effective management of access control measures in the workplace ensure the safety of people and assets in the organization.

In simple terms access control measures is an act of restraining the movement of people and goods in and out of the organization. It entails all security measures put in place in order to regulate people with legitimate business in the organization. The main purpose of access control is to prevent criminals from gaining access into the premises with an intention to carry out their nefarious activities. The security guard at the access control point ensures people entering into the premises are thoroughly searched and properly documented in their log book before gaining access into the premises. They equally issue visitor tags to the visitors for proper identification. In view of the current security situation in our county and the world at large, it is expedient to properly screen vehicular movements in and out of the premises. The use of Improvised Explosive Devices (IED) is on the rise hence vehicles are meant to be thoroughly checked in order to prevent explosions in the workplace. Some other measures include constant patrol of the premises to ensure physical presence of security operatives to forestall any security breach. The operatives are meant to report any unusual or suspicious movement within their area of cover. It is important to act immediately, within the bounds of the law, when protecting assets and people. In addition, the security guards and other security operatives ensure the arrest of violators of the law such as trespassers when inside the premises.

Furthermore, identification of security risk persons, objects and situations also ensure safety of workplace. A security risk person is someone whose activities, character and mission is a threat to the peace of society. It is therefore important to identify such elements in and around the premises. They include criminals, kidnappers, protesters, vandals, armed robbers and terrorists. Others include the local waste collector (Babambola), the stationary seller who may act as informant, drivers, cooks and maids.

Security risks in terms of objects include stationary vehicles, ladders and a broken fence. Meanwhile, security risk situation includes public holidays and night period and as well during celebrations such as birthday, burial, housewarming, Christmas and so on. With these measures in place, safety in the workplace can be assured.

OFFICE SECURITY MEASURES

Almost everyone has been in a situation where some of the organization's equipment or personal belongings have gone missing. These situations are generating a negative atmosphere that later on is very counterproductive.

Some of the security measures that can be implemented are:

- Oaths of secrecy
- Locking down the equipment in the designated place,
- Locking all the paperwork that has sensitive information in specific filing cabinets,
- Designated lockers for personal belongings.

Also, keep reminding the employees not to leave valuable things in places that are easily accessible by other employees. Create a workplace culture where everyone checks the windows and doors at the close of work.

CYBER CRIME

Another important part of an organization that needs to be a priority in terms of security coverage is Computer Network Security. The physical access to the server rooms, data closets, as well as to warehouses needs to be limited.

The Computer Network should be well-designed so it's not easy to hack into. The Computer Network must be protected against different types of viruses and malware.

Additionally, the computer network should be used only for official purposes and not be shared with people outside the office. The way of exchanging data between your employees and clients should be well known, as well as which data can be shared. All sensitive data needs to be encrypted before sharing it with third parties.

CONCLUSION

At times like this, it is important to reiterate the expectations of the organizers and the nation from the participants after such an important seminar. I hope the seminar has given us new insights into the dynamics of contemporary security management as well as inculcated in you the confidence, knowledge and skills required to confront the various security challenges that are likely to happen in our workplace and ensure that adequate measures are taken to ensure safety and proper security management at the work environment. The expectations are that you will be more confident, professional and honest about how you go about discharging your duties henceforth. One major challenge in security management is the absence of integrity, truthfulness and honest advice to leadership. I pray that at the end of this seminar, we all will resolve to be true professionals in the discharge of your duties.

I want to thank the organizers of this seminar for inviting me to be a part of this hybrid national workshop. I am optimistic that the end result of this forum no doubt would foster healthy partnership between NSCDC and the National Judicial Institute. When you see something, say something.

Thank you for listening.