

**Team:** Team 08

**Inject Number:** 12

**Inject Duration:** 40 Minutes

**Inject Start Date/Time:** Fri, 15 Mar 2019 23:20:47 +0000

**From:** IT Director

**To:** Security Consultant Team

**Subject:** M101 - Establish Physical Security Procedures

An important part of IT security is physical security. Reply with a memo, that outlines your physical security policy for your installation and procedures you have implemented with regard to visitors and non-employee personnel.

Thank you.

*IT Director*