

## **SKYLINE HOUSE UNIT OWNERS ASSOCIATION**

### **SECURITY, SAFETY & NEIGHBORHOOD WATCH COMMITTEE**

#### **(SS&NWC)**

Introduction: The Security, Safety & Neighborhood Watch Committee of Skyline House is charged with the review and advocacy of all vital measures protecting both persons and property against accidents, larceny/theft, robbery, trespassing/intrusion, break-ins, vandalism, and any other willful malicious acts, or natural and man-made disasters. This committee will:

1. Foster and maintain an effective working relationship with local police and fire departments.
2. Promote safety and security-related Skyline House Rules and Regulations, as well as government-mandated fire safety rules on our property; monitor compliance with both sets of those rules and regulations.
3. Formulate and disseminate information to residents on safety, fire safety, and crime prevention procedures on a recurring basis.
4. Research, develop and publish an Emergency Action Plan (EAP) and evacuation plan tailored to Skyline House based, in part, upon the Fairfax County EAP and other local or regional plans; review it annually and update it as necessary. Recommend to the Board of Directors (BoD) when it is appropriate to conduct a live exercise of the plan or portions of it.
5. Provide for an active and visible Skyline House Neighborhood Watch (NW) Program; plan and execute an annual “National Night Out” event in support of local law enforcement.
6. Review the effectiveness of all physical and personal security procedures and policies at least on a biennial basis. Monitor the effectiveness of physical access and surveillance equipment used to observe and control both personnel and vehicular entrances and exits into and out of Skyline House properties. Make recommendations to the PPOC on replacing or updating such equipment, as needed.
7. Monitor all reported major incidents (e.g. vandalism, willful malicious acts, and accidents) and violations of House Rules & Regulations in close cooperation with the Management Office. Review such incidents for in-place preventative measures, assess incidents for causes/trends, recommend remedial actions, and advocate their subsequent implementation/enforcement.
8. Evaluate the performance of duties by Security Officers and their associated equipment assigned to our property in concert with the Management Office. When needed, assess

proposals for new contracts with security services and actively participate in source selection in collaboration with PPOC.

9. Submit an annual SS&NWC budget to the Management Office.
10. Engage in a close liaison and cooperative partnership with other Skyline House committees, as well as the Management Office to attain the highest level of effectiveness in carrying out the functions of the Safety, Security and Neighborhood Watch Committee.

**Membership:** Shall comport with the BoD Resolution approved on May 26, 2010 entitled Committee Membership and Voting Status.

July 2012