



CFPAEUROPE[®]

Security Guidelines

Overview of published guidelines
(May 2025)

Guideline No.	Title	Summary
1:2022/S	Arson Document	This document provides background information and practical guidance on the prevention and control of arson.
2:2025/S	Protection of empty buildings	This document provides comprehensive information regarding the problems often associated with empty buildings, together with guidance concerning possible safeguards in order to reduce losses from empty buildings, whether due to theft, vandalism or deliberate fire raising (arson).
3:2010/S	Security systems for empty buildings	Included in No. 2.
4:2024/S	Guidance on keyholder selection and duties	This document gives assistance to owners of electronic security systems at commercial premises in selecting appropriate persons to act as premises keyholders. It also provides guidance on ensuring the safety of keyholders, and keyholders' responsibilities when operating the system or attending the site in response to an activation/fault.
5:2022/S	Security Guidelines for Museums and Showrooms	This document gives assistance to operators of museums and showroom as well as to risk carrier (e.g. insurers). It helps identifying risks and developing strategies facing these risks.
6:2024/S	Security Guidelines for Safe Emergency Exit Doors in Non-Residential Premises	The document assists specialists and end users in selecting suitable means to secure buildings against intrusion via emergency exit doors. They relate to commercial and public premises only and relates specifically to emergency exit doors. Windows and other openings are outside the technical scope of this document.
7:2023/S	Developing Evacuation and Salvage Plans for Works of Art and Heritage Buildings	The document will help establishments entrusted with works of art such as museums, libraries, archives, and churches to plan for the safe preservation of exhibits in the event of a catastrophic event, when timely action is critical. Others with custody of art property such as warehouses, forwarding companies, galleries and trade exhibition centres will also find the document highly relevant.
8:2016/S	Guidelines Security in Schools	This document assists those responsible for security in a school (e.g. school managers, school security personnel, authorities, etc.) as well as those wishing to see that students may learn in a safe and productive environment. The scope of the document is to provide information and guidance on security aspects in schools, including measures to organize risks for physical property damage and for asset protection.

9:2024/S	Recommendation for the Control of Metal Theft	At times of high market demand for metal as a result of worldwide economic developments, and the correspondingly high prices available for scrap metal, the theft of metal materials, particularly attached to or outside buildings, such as cable, roofing, raw materials and finished products, causes significant disruption to business and community assets and can even result in injury and death. The problem can be mitigated partly by rigorous controls on scrap metal trading but these should be supported by the type of security options discussed in this guide.
10:2025/S	Protection of Business Intelligence	The readiness of unprincipled individuals and businesses to commit industrial espionage, sabotage and vandalism appears to be on the increase globally. This impacts the victim organization through damage to competitiveness, market advantage, reputation and staff morale. These guidelines illustrate the risks and the action an organization must take to protect its business information.
11:2018/S	Cyber Security for Small and Medium-sized Enterprises (SME)	Use of state-of-the-art IT to cope with operational, logistic, and technical business processes as well as the access to the internet are indispensable for all businesses. Digitisation and data networking involve new risks to be considered in the enterprise's risk management. These Guidelines are tailored to the needs of small and medium-sized enterprises (SME) and define minimum requirements for information security for them.
12:2023/S	Security Guidelines für Businesses	Burglary is a risk for all kinds of businesses, starting with small shops and offices up to financial companies and jewellers, and therefore concerns everybody. Burglary can only be combated by taking adequate preventive measures. In most cases, this means the use of mechanical or electronic protective devices. For this reason, security guidelines for the protection against burglary have been developed. They give recommendations as to which security requirements should be applied to a company. At the same time, assessment of the respective risk and the benefit-cost ration of such measures are taken into consideration.

13:2024/S	Cybersecurity Basic level – Basic IT security	<p>The organizations of today face a number of security-related challenges when it comes to collecting, processing, storing and transferring information. This standard is aimed primarily to small and medium-sized organizations that are in need of practical action in order to effectively protect important information as part of their business.</p> <p>This document constitutes Basic level – basic IT security and should act as a first step in organizations' efforts to enhance the ability to deal with risks linked with information management. This standard aims to specify requirements for certification in accordance with the basic level.</p>
14:2025/S	Security report: Rental, storage and Exhibition of Art Objects	<p>Objects of art represent high values and must be secured against damage and theft accordingly. This is often a challenge, as the art objects are also to be shown in exhibitions and museums. Added to this is the transport from one exhibition venue to another.</p> <p>The potential risks and the corresponding security measures must be documented so that all parties involved - e.g. the owner, exhibitor and insurer of a painting - have a common basis for contractual agreements.</p> <p>This guideline provides a template for such a security report</p> <p>All relevant information is requested in this template: from general framework conditions to risks and protective measures with regard to fire, burglary and natural hazards. The queries are specific to exhibition venues and the transport of art objects. The documentation is very easy to complete by ticking boxes or filling in tables.</p>