

Letter of request



Phase I – Letter of Request at Affiliation: Senior Security Manager A Medical Center 700 South 19th Street Birmingham, AL 35233

Dear Sir/Madam

Re: REQUEST FOR PERMISSION TO CONDUCT A PHYSICAL SECURITY SURVEY ON THE BIRMINGHAM, ALABAMA VA MEDICAL CENTER

I am a second year student at the Eastern Kentucky University majoring in Occupational. I would like to humbly present my interest in conducting a physical security assessment on the VA medical center in Birmingham. This survey is a requisite in the APS 210 (Physical Security Assessment Project) class. The VA Medical center is my ideal choice as it offers me with the diversity required to apply all aspects, both theoretical and practical, of physical security assessment. The facility is unique in the sense that it caters to the elderly and vulnerable in the community. As such, security is an essential facet of operations.

The intended survey will entail going through all areas of the buildings within your institution, checking for security devices such as locks, surveillance, and access control. In addition to this, an interview with the institution's security manager will be essential in providing a concise complete picture of the state of security within the institution's premises. This process should take up to 2 hours at the most.

All information obtained from the survey will be treated with utmost discretion as all it is considered confidential to the parties involved. Upon agreement, all information generated from this research activity will be strictly confidential, limited to only the parties taking part in the exercise highlighted. The Eastern Kentucky University will be represented by the assigned instructor and supervisor. The other parties who will be preview to

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the information generated from the research will be the facility's Senior Security Manager.

Phase One Deliverable – Course Project

Company:

Department Of Veterans Affairs

Birmingham, Alabama VA Medical Center

700 South 19th Street

Birmingham, AL 35233

Contact:

Critical Infrastructure Sector:

Healthcare and Public Health

Description:

The department of veteran affairs is a state body that takes care of war veterans after their time in service by providing them with support and benefits. The Birmingham, Alabama Medical Center primarily provides dental services to the veterans. However, it also offers other specialized medical services with specialized medical equipment. The institution also has its own vibrant emergency response unit. This unit has up to 10 specialized ambulances, specially designed to deliver services to the veterans.

The main building complex consists of 3 buildings, a vast parking space and special emergency entry. There are a total of 4 entries and exits on every building within the complex. The institution has 8 above ground water tanks that can store up to 26, 000 gallons each. The hospital also has its own helipad on one of the buildings. The primary gate fence is the main entrance into the institution's compound. However, another entry/exit is specifically

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left for ambulances moving in and out of the institution. This entrance is heavily protected with double the number of guards at the point of entry.

References

Fennelly, L. J. (2004). *Effective Physical Security*. Boston: Elsevier Butterworth Heinemann.

Philpott, D., & Einstein, S. (2006). *The integrated physical security handbook*. Arlington: Homeland Defense Journal.

United States Office of the Inspector General for Tax Administration,. (2013). *The physical security risk assessment program needs improvement*. Washington: Department of the Treasury, Inspector General for Tax Administration.