

Security Camera System Monitoring Log Checklist

 Show only Checklist

Display Style
Default 

Log Information

Basic details about the log entry.

Date of Log Entry

Enter date...

Time of Log Entry

Enter time...



Monitoring Personnel Initials

Write something...

Shift

- Morning
- Afternoon
- Evening
- Night

Temperature (System Room)

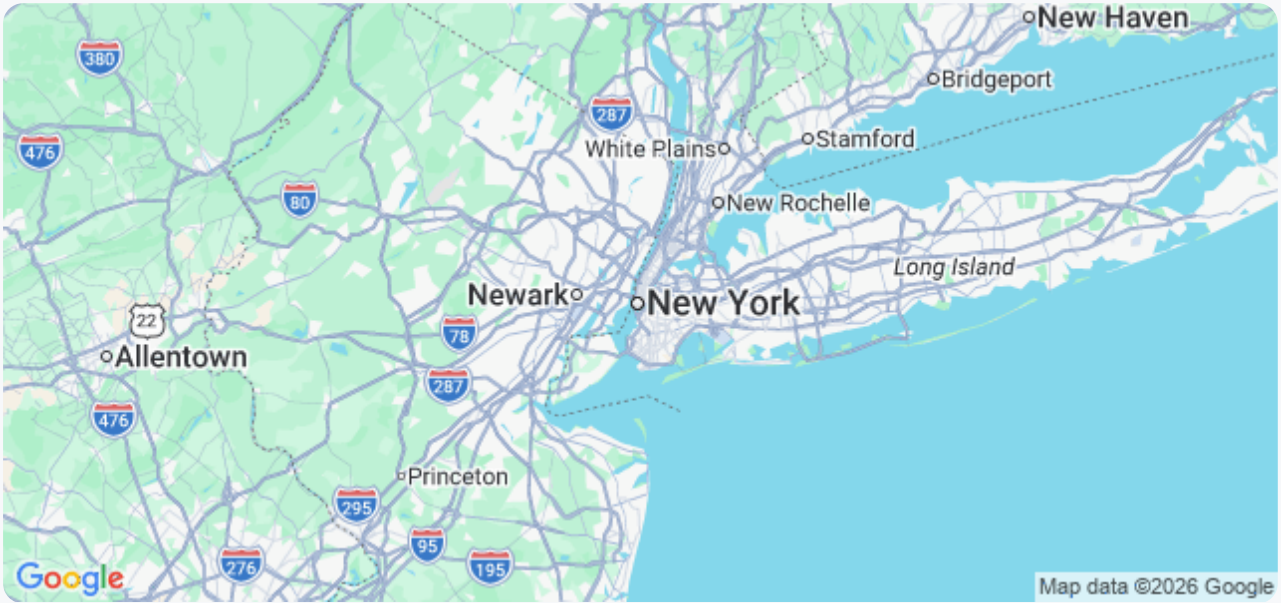
Enter a number...

Unique Log ID (Auto-Generated)

Write something...

Monitoring Location

 [Set My Current Location](#)



Camera System Status

Verification of overall system health and functionality.

Log Start Time

Enter time...

Number of Cameras Online

Enter a number...

DVR/NVR Status

- Online
- Offline
- Degraded
- Warning

Network Connectivity

- Connected
- Disconnected
- Intermittent

Disk Space Remaining (GB)

Enter a number...

Power Supply Status

- Normal
- Backup Power Active
- Power Failure

Patrol & Routine Checks

Records of scheduled patrols and checks performed.

Patrol Date

Patrol Start Time

Patrol End Time

Areas Inspected

- Front Desk
- Lobby
- Restaurant
- Kitchen
- Parking Lot
- Pool Area
- Guest Rooms (Sample)
- Back of House
- Loading Dock

Camera Functionality Check

- All Cameras Online
- Minor Camera Issue
- Major Camera Issue
- Camera Offline

Number of Cameras Checked

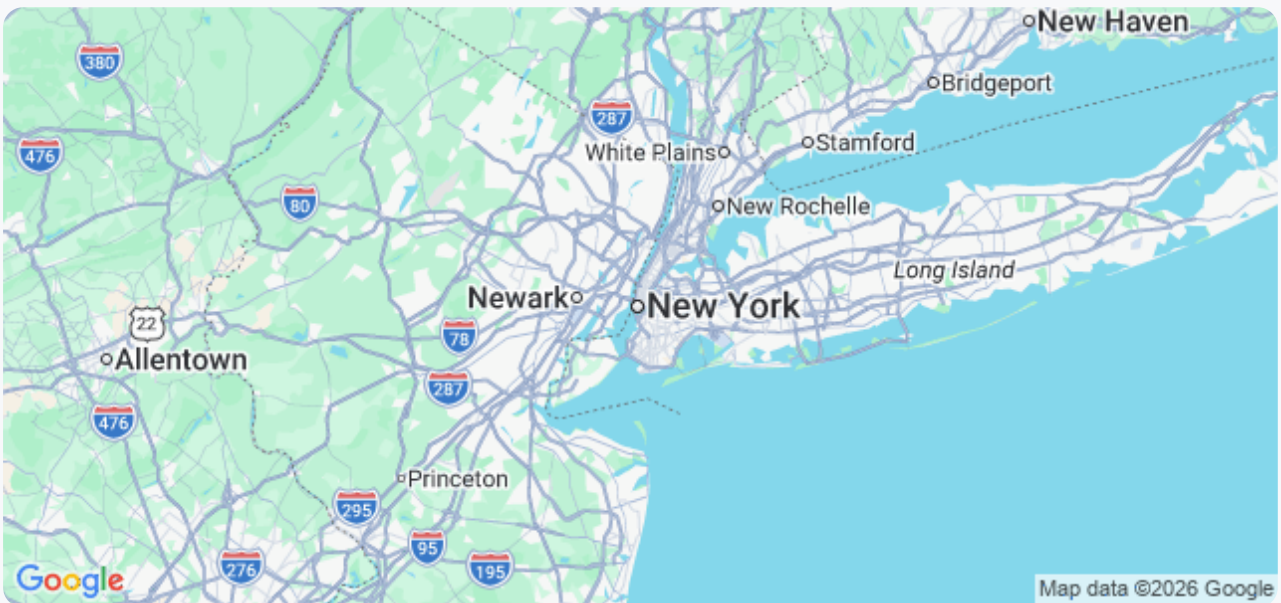
Enter a number...

Notes/Observations During Patrol

Write something...

Specific Location Noted (if applicable)

 [Set My Current Location](#)



Incident Detection & Response

Documentation of any detected incidents and actions taken.

Incident Time

Enter time...

Incident Type

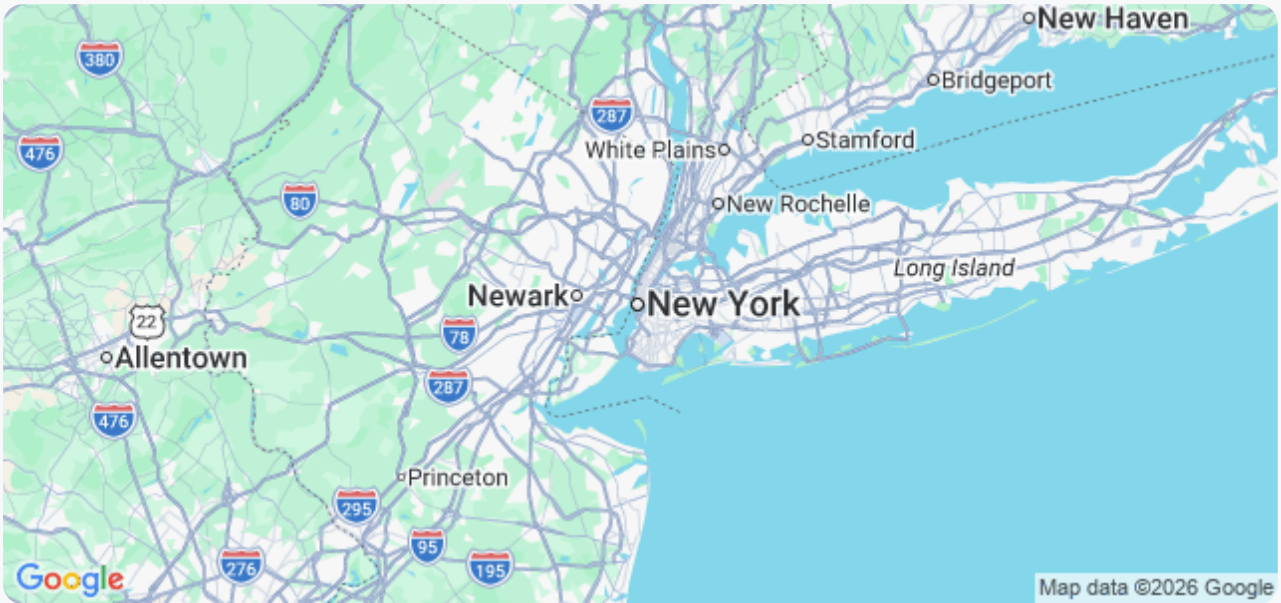
- Suspicious Person/Activity
- Theft/Loss
- Vandalism
- Unauthorized Access
- Medical Emergency
- Fire/Smoke
- Other

Detailed Incident Description

Write something...

Incident Location (Camera View)

 [Set My Current Location](#)



Number of Individuals Involved

Enter a number...

Cameras Involved (Select all that apply)

Immediate Actions Taken

Write something...

Security Personnel Notified?

Yes

No

Follow-Up Actions Required (e.g., Police Report, Investigation)

Write something...

Date of Follow-up Completion

Enter date...

Maintenance & Troubleshooting

Records of maintenance performed and troubleshooting steps taken.

Date of Maintenance/Troubleshooting

Enter date...

Time of Maintenance/Troubleshooting

Enter time...

Type of Maintenance/Troubleshooting

- Preventative Maintenance
- Repair
- Software Update
- Camera Adjustment
- System Configuration Change

Detailed Description of Work Performed

Write something...

Camera Firmware Version (Pre)

Enter a number...

Camera Firmware Version (Post)

Enter a number...

Parts Used/Replaced (if applicable)

Write something...

Status of Resolution

- Resolved
- Partially Resolved
- Unresolved

Notes/Further Actions Required

Write something...

Review & Follow-Up

Tracking of actions required and their completion related to incidents or observations.

Date of Review

Enter date...

Time of Review

Enter time...

Summary of Findings/Issues

Write something...

Corrective Actions Required (Select all that apply)

- Camera Adjustment/Realignment
- System Update/Patching
- Policy/Procedure Review
- Staff Training
- Equipment Repair/Replacement
- None - No Action Required

Details of Proposed Corrective Actions

Write something...

Target Completion Date for Actions

Enter date...

Assigned Priority (1-High, 5-Low)

Enter a number...

Notes/Comments

Write something...

Action Status

- Not Started
- In Progress
- Completed
- On Hold

Reviewer Signature