

The Foley Inn Security Plan

This is a comprehensive security plan for The Foley Inn addressing various aspects to ensure the safety of patrons, employees, and assets. Please note that the Foley Inn is an existing facility, and no operational changes will take effect. The Foley Inn has a history of being a responsible establishment.

1. **Hours & Days of Operation:** The Foley Inn will be open Monday-Sunday, 24 hours per day, with beverage service planned to be available 12:00P.M. to 9:00 P.M.
2. **Crowd Management:** The Foley Inn is a 20-room hotel with limited gathering spaces, including an intimate dining room and bar area and a small, enclosed courtyard. Access to the premises is limited to guests. In order to enter through the rear courtyard, guests need a numeric code. The main entrance is monitored by management and staff personnel and is locked after-hours. Management and staff personnel will monitor customer behavior both inside and outside the premises. The Foley Inn will ensure limited access to authorized personnel only to kitchen areas, bar areas, office, and storage. On occasions, the Foley Inn may host events (i.e. weddings) with 50 people or less. The premises is well-lit both inside and outside. If loitering occurs, the Foley Inn's management team or a staff team member will step in verbally warning the person(s) that loitering isn't allowed; if it persists, the team will call 911.
 - a. The Foley Inn has ten cameras at the: Front Desk, the Garden Level Hallway, the 16 W. Hallway Entrance, the Fountain Courtyard (16 W.), the 14 W. Back Courtyard, the Back Gate 14 W., the 4th Floor Hallway (14 W.), the 2nd Floor Hallway (16 W.), the Front Door 14 W. and a camera directed to wine machines (currently being installed).
 - b. Anyone working at Foley Inn has access to the cameras. Should law enforcement need access, they can call Laura Kessler at 407-704-9262 or e-mail at lkessler@kesslercapitalpartners.com . The after-hours staff phone number is: 912-401-7369. The footage from our security cameras is stored for 30 days or until storage is full, whichever comes first. The camera footage is also available through Faith Caparisos (the General Manager) at (912) 308-3866, or Missy Blue Corporate Rooms at (407) 460 5747.
3. **Parking Layout:** There is a guest drop-off area at the rear of the hotel near the courtyard area. The Foley Inn does not have any parking other than public parking, monitored and paid to the city of Savannah.
4. **Parking Security:** Security is not warranted, as no on-site parking is available. Signs, paid for by the City, are displayed on the street to instruct guests on how to pay for public parking.
 - a. Furthermore, there are two main entrances to the property. These entrances provide access to the building, and guests use these entrances for entry and exit. The front entrance is facing Hull Street at 14 and 16 W. Hull Street. The garden entrance is located on West Oglethorpe Lane. Crowd access is controlled by keypad door access only and the Inn is not open to the general public.
 - b. There are no alarm systems on the entry doors, but all entry doors require a numeric passcode for access. Guest rooms are accessed with physical keys (not key cards).
5. **Security Staffing:** Because this is a 20-suite hotel, the Foley Inn will not have security. However, the Foley Inn's hotel staff are trained to handle guests and are responsible for alcohol sales on-site at all times, as well as monitoring guest safety. The Foley Inn has ten security cameras on the exterior and interior of the premises. Additionally, the Foley Inn will establish relationships with local law enforcement for support during emergencies and will collaborate with neighboring businesses to share information about security concerns in the area.
6. **Combatting Underage Consumption:**
 - a. Carding: While we love children, most guests are 21 or older. We ID everyone who orders alcohol. We do not use a POS system to check IDs. Instead, a staff member manually checks the ID upon check-in and when ordering a beverage. Please see attached the Food & Beverage Control Policy as attached as Exhibit A.

- b. Employee Training: The Foley Inn conducts regular training sessions, including on emergency procedures, handling difficult customers, customer safety, and recognizing suspicious behavior. The Foley Inn also trains staff to recognize signs of intoxication and implement responsible service of alcohol practices. Personnel and staff will monitor alcohol consumption and implement policies to refuse service to intoxicated patrons.
7. **Identifying someone over/under 21**: The Foley Inn's policy is to ID everyone, using a physical government-approved ID.
8. **Combating Risk of Fire**:
- a. Mechanisms: The Foley Inn has fire extinguishers and fire alarms throughout the hotel. Additionally, the kitchen has a fire system.
 - i. The Inn has 10 fire extinguishers located throughout the property. They are strategically placed in accessible areas to ensure safety.
 - 1- across from half bath
 - 1- next to room 101
 - 2- in laundry (1 is from 2016 and 1 is missing tag)
 - 1- across from room 303
 - 1-kitchen
 - 1-entryway by room 205
 - 1- entryway by room 206
 - 1-entryway by room 306
 - 1- entryway near room 305
 - ii. The Inn does not have a commercial hood suppression system, but the Inn does have a residential hood in place. For emergency fire situations, the Inn relies on the sprinkler system located in public spaces. A recent Fire inspection certification is attached as Exhibit B.
 - b. Maintenance and Inspections: The Foley Inn regularly performs inspections and maintenance of security equipment to ensure optimal functionality. International Fire Co. checks all systems on a quarterly basis.
 - i. The Foley House Inn also inspects the kitchen facilities at opening and closing. See attached Food Inspection Checklist as Exhibit C.
9. **Managing Emergencies**:
- a. Emergency Response: The Foley Inn uses an emergency response plan that includes procedures for fire, medical emergencies, and inclement weather emergencies, including conducting regular drills to ensure that employees are familiar with emergency protocols. Additionally, exit instructions are displayed in each guest room with a designated meeting place on the exterior of the premises and on the interior of the premises for inclement weather. If there is a weather emergency, the plan is for all guest and staff to make their way to our garden level in 14 W. and remain there until safe to return to normal. If there is a fire emergency, the guests are to report to the front sidewalk. In the event of an emergency medical situation, the Inn has staff trained to handle basic first aid and emergency response. We also have protocols in place to call 911 and guide first responders to the location promptly.
 - b. Communication Plan: The Foley Inn has established a communication plan to disseminate information to employees during emergencies through e-mail and texts. The Foley Inn provides a means for patrons to report security concerns discreetly. Additionally, the Foley Inn texts/e-mails guests regarding whether emergencies. The Foley Inn will also go door to door and alert guests of any emergencies if possible. Attached are the exit instructions displayed in each room and in shared spaces around the hotel.
 - c. Incident Reporting: The Foley Inn will properly document and investigate all reported incidents thoroughly. Guests report security concerns via an exit summary or by finding an employee of Foley Inn.