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As you are aware, our world has become more vulnerable to acts of random violence. Because courthouses must be accessible and in centralized locations, courts must have proper court security procedures, technology, personnel, and architectural features, to not only protect the safety of the people and property within and around the courts, but also the integrity of the judicial process.

Security is not a one-time achievement. It is a serious and continuous goal and requires constant vigilance. **Steps to Best Practices for Court Building Security** is adhering to stated principles and recommendations that greatly assist the courts in this regard. These “**best practices**” are not only based on extensive experience but on various guidelines from the U.S. Marshals Service, National Sheriff’s Association, International Association of Chiefs of Police, the Transportation Safety Administration, the Department of Homeland Security and the National Association for Court Management.

We acknowledge that implementing these “**best practices**” will require sacrifices on all our parts, however security is not a one-time achievement. It is a serious and continuous goal and requires constant vigilance. **Further, it must be a number one priority every single day.** Exercising due diligence and devoting the appropriate attention can minimized and mitigated incidents throughout the Courthouse environment.

The Judicial branch of leadership understands the need for and is committed to the implementation of the most effective, comprehensive security based on “**best practices**”. They have help to establish orders directing court security policies and procedures. **Therefore, we will be implementing immediately the practice of screening all personnel which enter into the Courthouse.** We understand that this is an inconvenience but it is one which is necessary to keep everyone safe who comes to the Courthouse to conduct business.

Lawyers, jurors, and the general public will be entering the building through the public entrance. We are working in conjunction with the Berkeley County Sheriff’s Office in providing our security. Courthouse security will be conducting a full security screening at this public entryway. We ask that everyone try to allow themselves a few extra minutes in their schedules to accommodate the screening process. Adhering to these stated policies will greatly assist the courts in this regard.

Yours,

**Mary P. Brown**  
Clerk of Court  
Berkeley County