

CHAPTER 1. INTRODUCTION

1. PURPOSE. The purpose of this Handbook is to provide practical guidance to Local Housing Authorities (LHAs) and to owners and managing agents of HUD-insured housing in planning measures for the protection of persons and property against crime and vandalism in and around HUD-assisted multifamily housing projects.
2. INTENDED AUDIENCE. Throughout this Handbook, the terms "Management" and "Manager" (when capitalized) are used as convenient forms of inclusive reference to the audience to which the issuance is primarily addressed. These terms should be read as including owners and managing agents of HUD-insured multifamily projects, as well as LHAs. This Handbook is designed for use by executive-level Management personnel who have responsibilities for overall housing operations, and by Management staff specialists in security. Though resident managers and other project-level personnel may find the Handbook valuable, its broad planning perspective goes beyond the scope of their usual authority and functions. In addition, this issuance provides guidance for HUD staff, especially the Security Specialists (Housing Management) in the Regional, Area, and Insuring Offices.
3. SCOPE. This Handbook is designed as an introduction to the subject of residential security, and does not presume to exhaustive coverage of this very complex subject. It is strongly recommended that users supplement this introduction with further investigation of detailed technical information from other sources (e.g., other technical publications and consultation with qualified professionals in security and law enforcement). While it is hoped that every Manager can benefit from this Handbook, it is recognized that the more fundamental aspects covered here will be of greatest interest to those Managers who are only beginning to grapple with a systematic approach to their security problems. This Handbook focuses on HUD-assisted multifamily rental housing for low-and moderate-income residents, but much of the material included here can be adapted to unsubsidized housing and to cooperative and condominium projects. While the emphasis is on existing projects, many points are applicable to new or renovated housing as well. Most of the material is written in terms of large projects. However, attention is given to small projects at many points throughout the text.
4. SPECIFIC OBJECTIVES. The specific objectives of this Handbook are as follows:

- a. Awareness and Action. A pervading objective is to increase

Management awareness of the importance and nature of residential security problems, and to stimulate initiative at the local level.

- b. Planning Methodology. The primary emphasis is on planning. No standardized set of security measures can be realistically prescribed by HUD for all of the enormous variety of multifamily housing projects throughout the nation. However, it is realistic to prescribe a relatively standardized planning methodology to be used by all Managers for the development of their security programs. See Chapter 3 below.
- c. Identification of Options. Incident to the emphasis on planning, this Handbook briefly identifies a variety of options for specific types of "hardware" and "software" measures which may be employed in a comprehensive residential security program. See Chapters 4 through 8 below. The terms "hardware" and "software" are used here, and in other provisions of this Handbook, to distinguish between the two general types of security measures - "hardware" denoting all kinds of tangible measures (including all architectural design and materials as well as equipment and such items as locks) and "software" denoting all kinds of intangible measures (including all types of services and personal involvement). However, in certain instances indicated by the context, "hardware" assumes the more limited meaning of locks and other accessories or equipment designed to promote surveillance and control of access.
- d. Identification of Further Resources. In addition, this Handbook identifies certain further sources of possible assistance, in the nature of both technical assistance and funding, which may be available to Management in planning and implementing residential security programs. See Chapter 9 below.