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Static site guarding and mobile patrol service – Code of practice

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Foreword

Publishing information

This British Standard is published by BSI Standards Limited, under licence from The British Standards Institution, and came into effect on 30 September 2013. It was prepared by Technical Committee GW/3, *Manned security services*. A list of organizations represented on this committee can be obtained on request to its secretary.

Supersession

This British Standard supersedes BS 7499:2007, which is withdrawn.

Information about this document

This is a full revision of the standard and has been updated to reflect changes in current working practices, including the use of short term lease hire vehicles.

Use of this document

As a code of practice, this British Standard takes the form of guidance and recommendations. It should not be quoted as if it were a specification and particular care should be taken to ensure that claims of compliance are not misleading.

Any user claiming compliance with this British Standard is expected to be able to justify any course of action that deviates from its recommendations.

It has been assumed in the preparation of this British Standard that the execution of its provisions will be entrusted to appropriately qualified and experienced people, for whose use it has been produced.

Presentational conventions

The provisions of this standard are presented in roman (i.e. upright) type. Its recommendations are expressed in sentences in which the principal auxiliary verb is "should".

Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.

The word "should" is used to express recommendations of this standard. The word "may" is used in the text to express permissibility, e.g. as an alternative to the primary recommendation of the clause. The word "can" is used to express possibility, e.g. a consequence of an action or an event.

Notes and commentaries are provided throughout the text of this standard. Notes give references and additional information that are important but do not form part of the recommendations. Commentaries give background information.

Contractual and legal considerations

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard cannot confer immunity from legal obligations.

Particular attention is drawn to the following specific regulations:

- Rehabilitation of Offenders Act, 1974 [1];
- The Working Time Regulation, 2003 [2];
- The Equality Act, 2010 [3];
- Private Security Industry Act, 2001 [4];

- Data Protection Act, 1998 [5];
- Health and Safety at Work etc. Act, 1974 [6].

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1 Scope

This British Standard gives recommendations for the management, staffing and operation of an organization providing security guarding (see Annex A) services on a static site and/or mobile patrol basis.

This British Standard does not apply to all security services, for example cash-in-transit services, secure parcel services, keyholding and response services, door supervisors, close protection services, event stewarding and the management and operation of closed-circuit television (CCTV).

NOTE Recommendations for cash-in-transit services, CCTV, door supervisors, keyholding and response services and event stewarding are given in BS 7872, BS 7958, BS 7960, BS 7984 and BS 8406 respectively.

2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

BS 5839-1, *Fire detection and fire alarm systems for buildings – Part 1: Code of practice for design, installation, commissioning and maintenance of systems in non-domestic premises*

BS 5979, *Remote centres receiving signals from fire and security systems – Code of practice*

BS 7858, *Security screening of individuals employed in a security environment – Code of practice*

BS 7958, *Closed circuit television (CCTV) – Management and operation – Code of practice*

BS 7984, *Keyholding and response services – Code of practice*

BS EN 50131-1, *Alarm systems – Intrusion and hold-up systems – System requirements*

PD 6662, *Schemata for the application of European standards for intrusion and hold-up alarm systems*

3 Terms and definitions

For the purposes of this British Standard, the following terms and definitions apply.

3.1 assignment instructions

operational document detailing site specific contractual duties

3.2 check call

routine communication to verify the location and status of a security officer on an assignment

3.3 competent person

person, suitably trained and qualified by knowledge and practical experience, and provided with the necessary instructions, to enable the required task(s) to be carried out correctly

3.4 control room

location where operational procedures are monitored and/or managed