

Section Six – Security Requirements

Operators should have knowledge of the current risks and threats from terrorist groups and individuals.

Measures should be in place to minimise the risk of vehicles being used as weapons and to ensure premises, staff and members of the public are kept safe.

Operators should occasionally access the [Security Service \(MI5\) website](#) to familiarise themselves with current threat levels including a basic understanding of both national and international terrorism threats.

Where required the advice should be added to existing policy and procedure documentation there must be a [whistleblowing policy](#) to allow members of staff to report any suspicious behaviour to the management

In point 6.1 section you need to enter the following details in your audit template

1. Is there a policy in place for making a disclosure (whistleblowing)
2. Give policy name, number, and review date, and give brief details of the policy
3. Who is responsible for overseeing the policy?
4. Does the policy outline its aims, scope of the policy, who can raise a concern, what should be raised, how to raise concerns, and protection of the whistleblower?
5. Ensure knowledge of current threat levels, and how in which this could affect them. For example, their vehicles being stolen or hijacked to be used as a weapon
6. What security checks are conducted on internal staff during the recruitment process? Give details
7. Is the policy in place? Note the name of the policy, number, and last review date. Check the training matrix for when this policy and training was last delivered to staff and in what format.
8. What actions should be taken in the event of an incident or hijacking
9. What are the reporting procedures within the organisation and to external authorities?