
Association of Chief Police Officers
(England, Wales & Northern Ireland)
and the Association of British Insurers,
Requirements for Security Systems Services



**METROPOLITAN
POLICE**

I For the issue of a unique reference number (urn) by police forces in (England, Wales and Northern Ireland), and/or to meet the minimum general recommendations for member companies of the Association of British Insurers, the installation / services provided by the Installation, Maintenance or Monitoring Company shall be certified in accordance with the provisions of this document by -

- (a) a certification body accredited to EN 45011 by United Kingdom Accreditation Service.
- (b) NACOSS, who shall be accredited to EN 45012 by United Kingdom Accreditation Service.

II The Certification Body shall -

- a. Be a company limited by guarantee and not having a share capital. The company is to be formed in accordance with the relevant Companies Act identified in Appendix A.
- b. Ensure the company law members/guarantors of the certification body shall be limited companies properly formed in accordance with the relevant Companies Acts identified in Appendix A or suitable individuals.
- c. Ensure the memorandum and articles of association and their company law members/guarantors are specific to a certification body and identify the objects of a properly constituted certification body.
- d. Provide audited accounts, where applicable, or such other accounts as are mandatory under Company Law, to show compliance with Clause 4.2(i) BS EN 45011: 1998.
- e. Carry out surveillance of certified service providers in accordance with the provisions of paragraph III. Surveillance shall be conducted at a minimum frequency of once per year and for installation companies, this surveillance shall include an inspection/functional test of installation(s) for compliance with the appropriate documents identified in Appendix A.
- f. Have documented procedures for the inspection and test of installed and maintained systems to ensure compliance with the appropriate documents identified in Appendix A.
- g. Ensure personnel who have access to third party security arrangements as a result of this process shall be subject to a security vetting procedure to British Standard 7858 or an equivalent, which identifies any unspent convictions or associations which may be deemed unacceptable.
- h. Be required to establish if certification has been given and/or withdrawn by any other Certification Body accredited to this scheme when an Installation, Maintenance or Monitoring Company makes application for acceptance.

- i. Where disciplinary action is pending, in process or has resulted in expulsion by Certification Body 'A' of an Installation, Maintenance or Monitoring Company, for non-compliance with documents identified in Appendix A, the non-compliance causing the disciplinary action must be resolved prior to approval by another Certification Body 'B'.
- j. Deal with any complaint against an Installation, Maintenance or Monitoring Company made by a police force in England, Wales & Northern Ireland or member company of the Association of British Insurers, in accordance with the Memorandum of Understanding identified in Appendix A.
- k. Invite a member of the Association of Chief Police Officers (England, Wales & Northern Ireland) Security Systems Group and the Association of British Insurers, to attend board meetings as an observer for agenda items relating to this scheme.
- l. Be invited to the Association of Chief Police Officers (England, Wales & Northern Ireland) Security System, Industry Liaison, Group Meetings and/or relevant meeting held by the Association of British Insurers as and when deemed necessary by the Association.

III Installing, Maintaining and/or Monitoring Companies

The installing maintaining and/or monitoring company, commensurate with the services they provide, shall -

- a. Vet personnel who have access to third party security arrangements in accordance with British Standard 7858 or an equivalent, which ensures personnel of good repute and identifies any unspent convictions or associations which may be deemed unacceptable.
- b. Have financial stability to trade, at present and in the future.
- c. Have adequate and relevant insurance in respect of employers, product, public, efficacy and wrongful advice liability.
- d. Have competent management with responsibility for all services provided.
- e. Have sufficient competent staff to carry out their contractual demands and the requirements of standards.
- f. Have adequate arrangements, documented procedures and systems in place for all of their activities.
- g. Have suitable premises where confidentiality can be observed and with adequate safeguards for security of information on a 24 hour basis.
- h. Have the necessary resources to support those activities.
- i. Have sufficient systems installed and/or monitored to enable competence and trading history to be determined.

- j. Have immediate access to and comply with the standards and documents identified in Appendix A.
- k. Have customer contracts describing the products and services to be supplied together with the associated terms and conditions.
- l. Not engage in pressurised selling or unfair business ethics.

IV New standards and documents applicable to this scheme will be notified by the Secretary to the Association of Chief Police Officers (England, Wales & Northern Ireland) Security Systems Group or the Association of British Insurers to all Certification Bodies accredited to this scheme.

V Where amendments to this scheme are deemed appropriate by the Association of Chief Police Officers and/or the Association of British Insurers a consultation meeting will be instigated for attendance by those concerned.

British Standards and European Norms (Latest Issue)

BS 4737	Intruder Alarms in Buildings
BS 7042	High Security
BS 5979	Alarm Receiving Centres
BS 6799	Wire free Alarms
BS 7858	Vetting of Security Personnel
PD 6662	Scheme for the implementation of European Standards
BS EN 50131-1	Alarm systems – Intrusion Systems – General requirements
BS EN 50131-6	Alarm Systems – Intrusion Systems – Power supplies
BS EN 50136-1-1	Alarm transmission systems
BS EN 50136-1-2	Alarm transmission systems – Requirements for systems using dedicated alarm paths
BS EN 50136-1-3	Alarm transmission systems – Requirements for systems with digital communicators using the public services telephone network
BS EN 50136-1-4	Alarm transmission systems – Requirements for systems with voice communications using the public services telephone network
PrEN 50131-7: 199X	Alarm systems – Intrusion systems – Application guidelines
BS 7939	Smoke Security Devices

British Standard Institute Drafts for Development (Latest Issue)

BS DD 242	High Security
BS DD 243	Automatic Re-Arming, Filtering and Substantiating Alarm Information
BS DD 244	Wire Free Alarms
BS DD 245	Management of False Alarms

Legislation

Noise and Statutory Nuisance Act 1993, Section 9 and Schedule 3 sets out requirements for intruder alarms, keyholders and noise. (As adopted.)

Control of Pollution Act 1974, sets out requirements for noise and 20 minute limit for audible warning devices.

The Companies Act 1985 and 1989.

Association of Chief Police Officers (England, Wales & Northern Ireland) (Latest Issue)

Appropriate regional issue of the, 'Unified Security System Policy.'

Memorandum of Understanding.

Association of British Insurers

(Awaits)