



# Devon & Cornwall Police

## Force Policy & Procedure

## Police Temporary and GPST Alarm Installation Policy

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Policy Ownership

Alliance Prevention Department

Portfolio Holder

ACC Local Policing & Connectivity

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### 1.0 Policy Intentions [FOIA Open]

- 1.1 This policy details the Devon and Cornwall Police position policy in relation to 'technical safeguarding' (TS).
- 1.2 This policy provides guidance regarding the installation of Police Temporary Alarms (PTAs) and GPST (Global Positioning Satellite Trackers) for persons at a high or very high level of risk. The Policy ensures developments in the Strategic Alliance with Dorset can be efficiently accommodated.
- 1.3 PTAs are a tool to be used for safeguarding. Their principal function is to provide additional temporary security for a victim, while further more permanent safeguarding is considered or further evidence procured. Their use will be evidence based and must not be used for 'just in case' scenarios.
- 1.4 Devon and Cornwall Police must balance resources with safeguarding the risk to victims. The onus on balancing risk lays with the Officer in Charge (OIC).

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Specifically, if reviews are not completed in a timely manner, any risks posed by their removal are the OIC's responsibility.

- 1.5 Officers should consult both this Policy and Working Practice 18 ([WP18](#)) and must use The National Decision Model where a different course of action is necessary and proportionate. Any course of actions must include the practices and procedures concerning electrical safety which must be adhered to at all times. If these procedures cannot be adhered to, some form of mitigation other than an alarm should be used. Refer to WP18 paragraph 3.2.6 for information.
- 1.6 In the application of this policy staff are reminded of the need to comply with the standards and principles of the [Code of Ethics for policing](#).

## 2.0 Introduction [FOIA Open]

- 2.1 No Technical Safeguarding systems will be used in Force unless explicitly sanctioned by the Prevention Dept.

The Regional Technical Support Unit sits outside of this policy and works to its own dedicated policies and working practises.

- 2.2 PTAs are designed to safeguard persons or property. The Force has trained Local Alarm Managers (LAM) in each geographic area to install and manage the day to day installation and removal of TS. The role of the LAM is to maintain the system of TS within their geographic area. These staff are supported by a cadre of approximately 25 other staff forcewide.
- 2.3 TS for personal risk purposes can only be progressed if, as a starting point, the risk to the victim has been assessed as high or very high when measured against DASH criteria or when the application is from a MARAC referral. In both cases there must be an additional need and want for the alarm. The only exception will be if an Inspecting rank or above has agreed that an application of any risk profile should be progressed.
- 2.4 GPSTs are designed primarily to safeguard persons outside buildings. These are fitted with an SOS button for use by the person carrying them to summon help or assistance. This will alert a Monitoring Centre who will in turn contact the appropriate CMCU.
- 2.5 The force is equipped with a Dual Replicating Alarm Database (DRAD) system which runs the Alarms Management System (AMS). As the risk is seen to be low, a total force outage within AMS Vigilant of less than one hour will not be resourced. This restriction will be reviewed annually, particularly with reference to the success of the auto texting function which texts victims about the state or condition of their TS kit.
- 2.6 This policy should be read in conjunction with [WP18 – Police Temporary and Global Positioning Satellite Tracker Alarm Installation Working Practice](#).
- 2.7 In the application of this policy staff are reminded of the need to comply with the standards and principles of the [Code of Ethics for policing](#).

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### 3. Procedures

#### 3.1 General Installation Structure [FOIA Open]

- 3.1.1 During office hours the LAM will carry out installations, out of hours the [cadre](#) will be used. If no LAM is available, it is the responsibility of CMCU (upon request of an OIC) to source the best available alarms installer. If no suitable installer can be found, the request is to be forwarded by CMCU to the on duty Inspector for the area for a decision on the most appropriate course of action. All scene guarding is carried out regardless of risk. Alarms will be installed in rotation and normally within 48 hours. Whilst the operations rooms are responsible for identifying installer resource this does not preclude any OIC, if they wish, making those arrangements themselves.
- 3.1.2 If the job is urgent, the OIC must speak with the installer to provide details around the urgency of the job. It will be considered a breach of duty for any requesting officer to simply e-mail an urgent request without ensuring the job is actioned.
- 3.1.3 The LAM/Cadre will not generally make any risk assessments as to whether or not an alarm is required or removed. For reasons of risk those decisions are usually the responsibility of personnel with a fuller understanding of the risks involved such as (but not exclusively) the OIC, DAU, Force Volume Crime Sgt or inspecting ranks. However, Installers may, having examined the request, environment and use to which the alarm is to be put, decide that an alternative form of TS is required.
- 3.1.4 The Alarm Installation Form (AIF) will be completed before any installation takes place. However, the safety of the victim must be balanced with the safety of the installer. If an installation has to take place without an AIF being completed, it may only be completed if the operations room Sgt or FIM has authorised such an installation. This is to ensure:-
- that the risks have been balanced for all persons; and
  - that there is no conflict between installers and OICs
- 3.1.5 Any installation of TS equipment at crime scenes will subject to cost recovery processes should an avoidable power loss results in a poll fail. OIC's must ensure that such scenes, particularly those powered by electric key meters, have an uninterrupted supply of electricity. That is to say, where such meters are fitted, the OIC must maintain sufficient credit on the key to ensure a continual supply of power which will prevent the alarms being turned off.

#### 4.0 [FOIA Closed S31 (1) (a)]

#### 5.0 Technical Specifications [FOIA Open – except for para 5.2]

- 5.1 TS equipment will not generally be fitted unless the Portable Appliance Test (PAT) is in date and bears the appropriate signed PAT test label.

#### 5.2 [FOIA Closed S31 (1) (a)]

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### **6.0 [FOIA Closed S31 (1) (a)]**

### **7.0 Security and Storage [FOIA Open]**

7.1 It is the responsibility of the Commander Alliance Prevention to provide lockable storage for the alarms. This is to safeguard the encryption equipment during the period of inactivity.

7.2 The location of all alarms can be identified within AMS and STORM.

### **8.0 Assessment Compliance [FOIA Open]**

8.1 This policy has been drafted and audited to comply with the principles of the Human Rights Act. Equality and diversity issues have also been considered to ensure compliance with Equality legislation and policies. In addition Data Protection, Freedom of Information, Health and Safety issues have been considered. Adherence to this policy will therefore ensure compliance with all relevant legislation and internal policies. Public disclosure is approved unless where otherwise indicated and justified by relevant exemptions.

### **9.0 Review and Ownership [FOIA Open]**

9.1 The review of the contents of this policy is the responsibility of the Head of Alliance Prevention Department. Review of this policy will be undertaken annually.

### **10.0 Useful Links [FOIA Open]**

[WP18 – Police Temporary and Global Positioning Satellite Tracker Alarm Installation Working Practice.](#)  
[“Technical Safeguarding Risk Assessment” \(TSRA\) form](#)  
<http://intranet/bcudepts/CMCD/alarms/Pages/homepage.aspx>