



HVMMIS

HOSTILE VEHICLE MITIGATION INSTALLERS SCHEME

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Firstly, many thanks to our sponsors today!

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There will be a Q&A at the end
however this is an interactive
presentation so please feel free to
ask questions as we go.



HVMIS

HOSTILE VEHICLE MITIGATION INSTALLERS SCHEME

Hostile
Vehicle
Mitigation
Installers
Scheme

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Why?

Risk!

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Primary purposes of the scheme:

- To promote a competent and professional approach to the installation of temporary and permanent Vehicle Security Barriers (VSB's).
- To have clear, open and honest communication with project stakeholders
- To ensure that the client fully understands what they are having installed, its compliance with its “as rated” status and that all variances have been clearly explained and documented.

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Other benefits of the scheme:

- Reputation enhancement of scheme members
- Improve the quality of Vehicle Security Barrier (VSB) Installations
- Continuous improvement in standards
- Better communication between all stakeholders
- Support of the proposed Protect Duty Law

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Who?

Liability!

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Generally, all stakeholders that have an obligation to ensure that the protection being provided is suitable including but not limited to:

- Manufacturers
- Installers
- Maintenance companies
- Project Integrators

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Slide 9

PJ1

Paul Jeffrey, 25/08/2021

The Scheme is being managed by PSSA however membership of the Association is not a pre-requisite of membership of the HVMIS

Membership is subscription based and will be included within the PSSA membership fees

Application to join is not onerous and we have endeavoured to ensure that the scheme is not anti-competitive.

How? Process

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Application Process:

Step 1 - Complete the Security Plan document

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Annex C Security Plan Pro-Forma

Annex C: HVMSIS Security Plan - Proforma

Please complete the proforma below outlining how you meet [or intend to meet] the requirements of code (please refer to the Code of Practice and supporting guidance when completing this form):

Does the organisation meet the requirements of the CoP?

CoP Ref	Gaps Identified?	Actions taken	Sign off/date
1. Appointment of a Recognised Security Contact (RSC) and deputy.			
2. Do you have a skills matrix detailing operative name and specific product training they have received?			
Is the matrix continuously updated?			
Do you use matrix to ensure that only properly trained operatives are used on installations?			
3. Do relevant operatives (site managers?)			
understand threat and risk assessments?			
have a process for checking that the client / operator has undertaken threat and risk assessments in conjunction with CTP (CTSA / CT SecCo).			
have a suitable and traceable method of recording this information?			
4. Do you have installation specific product information including the "as rated" information?			
How is this information communicated to installation teams?			
Are the installation team leaders trained in identifying proposed installations that are not "as rated"?			
Do you have an auditable document process to ensure that the client / operator is aware of the compliance status of the proposed installation and has accepted any non-compliances?			
5. Do installation team leaders understand the importance of CT Insurances for the client / operators?			
Is there an auditable document process to confirm the status?			
6 How will your installation team leaders be trained in the review of the assessments of threat and risk?			



Annex C Security Plan Pro-Forma

How will the installation teams ensure that appropriate security is being utilised?			
Is there an auditable document process to notify the client / operator (in writing) of any concerns?			
7 Do you have an auditable hand over document including details of all equipment installed, operating and maintenance information and any non-compliance / concerns regarding the installation?			
How will you ensure that the document is signed by the client / operator?			
8. Have you signed up to the ACT campaign?			
Do you encourage regular CT training using CPNI available resources?			
9 Will you agree to share data and information with law enforcement agencies where it can be done so lawfully and consistent with data protection requirements?			
10. How will you ensure that staff have sufficient training with regard to the DPA and GDPR?			
Will you ensure that your staff have sufficient training to understand the principals and their ability to share data when requested?			

Application Process:

Step 1 - Complete the Security Plan document

Step 2 - Complete the Registration document

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Annex B Registration Document



Annex B: Hostile Vehicle Mitigation Installers Scheme: Registration

In order to be included on the Hostile Vehicle Mitigation Installers Scheme register the registered Manufacturer / Installer should complete the application which can be accessed by the following hyperlink <https://PSSA/????????> An example of the application can be found below.

1 Applicant details:

2 Business name:

3 Principal place of business:

4 Website:

5 Nature of business (a brief description of the main activities of your business):

6 Contact details

7 Proprietor/Partner/Director (please indicate)

Forename Surname

Direct email Direct telephone

8 Recognised Security Contact (if different from above)

Forename Surname

Direct email Direct telephone

9. Deputy Recognised Security Contact (if different from above)

Forename Surname

Direct email Direct telephone

10. Are you a member of the following organisations?

PSSA, BSIA, ADS

Application Process:

Step 1 - Complete the Security Plan document

Step 2 - Complete the Registration document

Step 3 - Complete the code of practice declaration

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Annex A Declaration Document



Annex A: Hostile Mitigation Installers Scheme: Code of Practice Declaration

In order to be included on the Hostile Vehicle Mitigation Installers Scheme register the Manufacturer / Installer Company should complete the declaration which can be accessed by the following hyperlink. <https://TBA> An example of the declaration can be found below.

We (insert company name)..... agree to adhere to the requirements set out in the Code of Practice set out above.

Signed*

(Company Proprietor, Partner or Director) (Please indicate)

Date:

* Note: by signing this declaration you agree that you have completed and retained the Security Plan Proforma (Annex C) and to have your security measures audited/assured by PSSA.

Once complete you should send this form along with your registration application (see Annex B) to PSSA using the following link TBA.



Application Process:

Step 1 - Complete the Security Plan document

Step 2 - Complete the Registration document

Step 3 - Complete the code of practice declaration

Step 4 – Submit documents for review and approval

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Application Process:

Step 1 - Complete the code of practice declaration

Step 2 - Complete the Registration document

Step 3 - Complete the Security Plan document

Step 4 – Submit documents for review and approval

Step 5 – Pay the administration fee

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What will Scheme Members do next?

1. Ensure that actions on the Security Plan are carried out
2. Request any additional information required from the product manufacturers

Annex E Manufacturer handover information

Annex E - Manufacturer handover information

For each tested product, the installer must be issued with:

1. Product marketing information – sales literature or similar
2. Impact test report including
 - Formation of rated VSB/ quantity / size / connections / configuration / orientation
 - Test parameters (vehicle type, size, speed etc.)
 - Impact test standard used
 - Test house used
 - Test date
 - Test result (penetration. Debris disbursement (if known), vehicle disabled?)
 - Foundation information and / or ground conditions
 - Impact test video (real time full video)
3. Product technical information
 - Dimensions
 - Weight
 - Ground fixing type, size and quantity used (if any)
4. Assembly / dis-assembly instructions
 - Drawings
 - Assembly fixings
 - Training video (ideally)
5. Other information
 - Operation manual
 - Maintenance manual and checklist
 - Product drawings
 - Foundation drawings where applicable
 - Rebar drawings where applicable
 - Rebar schedule where applicable

Ideally the manufacturers should host regular installation training courses on the implementation of their products to ensure that installers are kept up to date at all times

What will Scheme Members do next?

1. Ensure that actions on the Security Plan are carried out
2. Request any additional information required from the product manufacturers
3. Ensure that training is in accordance with Annex D

Annex D Training Matrix

Annex D – Training Matrix	Recognised Security Contact (RSC)	Deputy RSC (DRSC)	Project Manager (PM)	Installation Team leader (ITL)	Installation operative (IOP)
M-Mandatory R-Recommended					
General training requirements					
Understanding of impact test standards (IWA14-1, PAS68, ASTM F2656 and VADS)	M	M	M		
Impact / VAW test attendance (ideally both)	R	R	R		
Completion of relevant CT Courses from NaCTSO and/or UK Government'. Eg ACT	M	M	M	M	R
Manual handling	R	R	R	M	M
Appropriate Health and safety training	M	M	M	M	M
First aid	R	R	R	M	R
Road closure completeness checking (please note that it is envisaged that traffic management and road closures will not form part of the installation)	R	R	R	M	
Project management	M	M	M	M	
Site management	R	R	M	M	
Product specific training					
Understanding of impact test results of each product being installed including vehicle type, weight, impact speed, impact angle, penetration and debris disbursement where applicable	M	M	M	M	
Understanding of foundation / ground conditions of impact test for each product being installed	M	M	M	M	
Understanding of as tested configuration for each product being installed	M	M	M	M	
Installation and assembly process for each product being installed	M	M	M	M	M
Operation of moveable equipment being installed	M	M	M	M	M
Maintenance requirements for each product being installed	M	M	M	M	
De-commissioning and removal process for each product being supplied	M	M	M	M	M

What will Scheme Members do next?

1. Ensure that actions on the Security Plan are carried out
2. Request any additional information required from the product manufacturers
3. Ensure that training is in accordance with Annex D
4. Complete and submit a handover document for each VSB installation project completed

Annex G – Handover Form

**Annex G
Handover
Form**

HVMIS Handover Document				
Installer Company Name				
Installer handover Manager				
Client				
Rated Product being installed	Manufacturer	Product	Qty	Installed as Rated Y/N
Installation handover date				
Have all relevant installation operatives been given product specific installation training		Y/N		
Has the installer received the handover information from the manufacturer as set out in Annex E of the Scheme		Y/N		
Is there a clear operational requirement document in place		Y/N		
Has the installer been shown the operational requirement document		Y/N		
-If Yes, has the scheme been compiled in consultation with NaCTSO/CPNI		Y/N		
Is the equipment being installed commensurate with the operational requirement		Y/N		
-If No, has the client/operator been advised of any concerns in writing (Submit a copy of this to PSSA with the handover document copy)				
Is the product installed "as rated"		Y/N		
-If No, has the client/operator been advised of variances in writing (submit a copy of this to PSSA with the handover document				



Annex G Handover Form

Does the Client/Operator have valid CT insurance	Y/N		
Has operation and maintenance training been given to the satisfaction of the Client/Operator	Y/N		
Have operation and maintenance manuals/documentation been issued to Client/Operator	Y/N		
Other Comments/Concerns raised			
	Name	Signature	Date
Signed by Installer			
Signed by Client/Operator			
Checked by Installer RSC			

What will PSSA do?

1. Process and approve registrations
2. Maintain a register of scheme members and contact details
3. Receive and hold on file site handover documents
4. Carry out regular compliance audits
5. Keep the scheme up to date
6. Chair the Independent Advisory Group (IAG)

Register of members will include:

- Company Name (RC), address and contact details
- Nominated Recognised Security (RSC) contact details
- Nominated deputy Security contact (DSC) details (if applicable)
- Website

Independent Advisory Group (IAG)

The scheme will be operated by PSSA but will have an IAG which is hoped to be comprised of representatives from CPNI, NaCTSO and HVMIS scheme members.

The IAG purpose is to ensure that the scheme is operating successfully and is updated in accordance with any changes in advice / circumstance.

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