



Brighton & Hove Business Crime Reduction Partnership

MSU Accreditation 2023

The BCRP Mobile Support Unit Accreditation is a quality assurance scheme for businesses seeking to hire a security company with a Mobile Support Unit.

A Mobile Support Unit (MSU) is defined as a highly visible patrol vehicle that provides an effective security solution for businesses in preventing crime and disorder.

Our external inspections assure that all accredited Mobile Support Units meet or exceed the agreed quality standards.

This document outlines the minimum requirements that a BCRP Accredited MSU should be adhering to.

All points require the company to confirm, by signature, that they will adhere to the relevant terms. Any breach of these terms may result in the revocation of the accreditation.

As a result of a breach, the BCRP will contact the company directly and issue a warning. If the breach is not addressed within 14 days the BCRP reserve the right to revoke the accreditation.

1. The security company must:		
1.1	Be a current member of the Business Crime Reduction Partnership. Ensure that all payments are kept up to date and paid in full by the date stipulated on the relevant invoice. Ensure that all BCRP radios are maintained and regularly checked.	
1.2	Be fully insured for the services it offers including employer, business-use and public liability cover. The company will provide evidence and copies of the documentation to the BCRP.	
1.3	Have a clear policy and procedure for how staff should assist vulnerable persons they may come across during the course of their duties. The company will provide evidence of employee guidelines/ training opportunities for MSU staff to the BCRP.	
1.4	Have a clear policy and procedure in the event that staff have to use force on an individual during the course of their duties. Whenever an MSU staff member has found it necessary to use force on an individual/s they must record the circumstances that led up to the use of force and the type of force that was used and why. The 'Use of Force' includes any and all types of force that may be used against an individual.	



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	<p>The purpose of the member of staff writing the report is to justify their actions and to demonstrate that the force used was reasonable in the circumstance, necessary, no more force than necessary, and proportionate to the seriousness of the situation.</p> <p>Copies of the 'Use of Force' form should be made available to Sussex Police should the need to do so arise. It is important that when a written statement is given it creates as full a picture as possible in order to justify the actions that have been taken.</p> <p>The 'Use of Force' form can be in either physical (e.g. a booklet or paper copies) or electronic format as long as they are available for the staff member to fill out as soon after the event as possible.</p> <p>The company will provide evidence and copies of the procedures to the BCRP.</p>	
1.5	<p>Safe systems of working should be developed by the security company for their MSU staff in the eventuality that they come across incidents involving drugs, weapons, or sharps.</p> <p>Copies of company procedures will be provided to the BCRP as evidence.</p>	
1.6	<p>Have a clear policy and procedure for how they capture and store data conforming to GDPR regulations. This includes written and CCTV/ body worn CCTV footage or images.</p> <p>The company will provide evidence and copies of the procedure to the BCRP.</p>	
1.7	<p>Ensure that the BCRP is provided with an up-to-date list of individuals who are employed by the company to provide MSU coverage. This list will include name and SIA license number.</p> <p>The security company will also provide evidence that the individuals nominated to drive the MSU hold a valid driving license and have been driving for a minimum of one year.</p>	
1.8	<p>Ensure that a suitable representative attends any BCRP Heads of Security Company meetings.</p>	
1.9	<p>Ensure that a representative of the security company regularly attends the Friday night door supervisor briefings hosted by the BCRP and Sussex Police.</p>	



<p>2. The security company must ensure the vehicle(s) used to provide security patrols adhere to the following points:</p>	
2.1	<p>Vehicles must be roadworthy and suitably insured for business use and hold a current MOT certificate.</p> <p>The company will provide evidence of the insurance to the BCRP.</p>
2.2	<p>Vehicles must be clearly marked and identifiable with the security company name, logo, and contact details.</p> <p>The company will provide evidence to the BCRP.</p>
2.3	<p>Each vehicle must have access to a duty log book. The duty log book can be defined as documentation detailing, for each shift, the driver, the start time, the end time, the mileage, and suitable vehicle checks.</p> <p>The duty log book is NOT the official V5C document issued by the DVLA which details the registered keeper.</p> <p>The company will provide evidence of the duty log book to the BCRP.</p>
2.4	<p>A minimum of two SIA personnel will work in the vehicle at all times when the MSU is operational.</p> <p>A full risk assessment should be written for the unforeseen eventuality that the vehicle is single-crewed. The company agrees to inform the BCRP if the MSU has been single-crewed.</p> <p>A copy of the risk assessment will be shared with the BCRP.</p>
2.5	<p>Each vehicle will carry a first aid kit which will be regularly checked and maintained.</p>
2.6	<p>Each vehicle will carry secure boxes for drugs, weapons, and sharps. This should be a sealed drop box and the key holder will ideally be a manager or above and staff should manage and deal with incidents of this nature as per the security company's policies and procedures as outlined above (1.5)</p>
2.7	<p>Each vehicle will have access to 'use-of-force' forms which will be filled out whenever an MSU staff member has found it necessary to use force. This will be in accordance with the company's policies and procedures for such an incident as outlined above (1.4)</p>



3. All MSU staff to adhere to the following points		
3.1	Work in accordance with all SIA training; current legislation, company policies, procedures and risk assessments.	
3.2	<p>SIA licensed, suitably uniformed, and identifiable as a security officer/ door supervisor with the company name clearly on display.</p> <p>All personnel will ensure their SIA badge is on display at all times when working in a security capacity.</p>	
3.3	All personnel should abide by the Highway Code	
3.4	All personnel will act in a professional manner when attending jobs and when utilising the BCRP radio.	
3.5	<p>All personnel are to possess a current and valid 3-day first aid training certificate.</p> <p>Evidence of this is to be provided to the BCRP.</p>	
3.6	<p>All personnel to have undergone vulnerability awareness training which will provide them the skills and knowledge to identify and assist members of the public in the night-time economy who may present as vulnerable.</p> <p>All personnel will adhere to the security company's policies and procedures around vulnerable persons as outlined above (1.3)</p>	
3.7	All personnel are to be in possession of, and use, body worn cameras. Footage should be stored in accordance with the company's policies and procedures outlined above and the company should agree to provide video evidence to Sussex Police for criminal proceedings upon request and in a timely manner.	
3.8	All personnel to ensure that incidents attended by the MSU are logged appropriately. Incidents involving any criminality or ASB should also be uploaded and recorded on the BCRP DISC system.	