

Members’ Briefing

30 March 2020

**Managing site security during temporary COVID-19 closures**

**Background**

It may be necessary for members to temporarily close some operational sites due to the coronavirus outbreak. Sites that are unoccupied may become an increased target for intruders, whether for the theft of materials and equipment or vandalism. This briefing is intended to summarise the main issues that should be considered when closing a site.

**Site security during coronavirus outbreak**

* Heavy duty locks and chains on all site gates.
* Temporarily block all site access points with material bunds or concrete blocks.
* Ensure windows and doors are closed and locked. Lights and electric heaters are turned off unless there is a pressing reason for leaving them on (e.g. night-time security measures).
* Keep Gas Oil levels as low as possible with locks on feed/discharge points.
* Keep Gas Bottles out of sight in locked buildings or cages.
* Off Hire all hired-in plant items.
* Park plant and vehicles in workshops or containers, where possible.
* Store valuable attachments out of sight (e.g. hydraulic breakers and buckets etc.)
* Valuable personal possessions and tools should be taken off site (they are not covered by the Company insurance).
* Put in place steps to secure any office environments, switching computers off, securing or removing portable devices and locking paperwork away.
* Keep power tools, welders, generators in locked and alarmed workshops.
* If site has monitored CCTV, inform provider that monitoring is required 24/7.
* Request extra vigilance by CCTV Monitoring Station during closed period.
* Any plant or vehicles parked outside should be positioned tank to tank/battery to battery and within the range of the CCTV sensors.
* If site has an Internal Intruder Alarm, inform provider that monitoring will be 24/7.
* Ensure all Mobile Plant and Site Vehicle keys are locked away and out of sight.
* Inform site neighbours of closure and ask for vigilance.
* Inform local police and request casual attention from patrolling officers.
* Security guarding could be considered on high risk sites, as police resources are likely to be very stretched at present.
* Check terms of insurance applicable during site closures.
* Where possible, move any combustible materials away from buildings and plant.

Remember that as the operator of a site your duty of care also extends to those trespassers and intruders who may be intent on vandalism or theft. Hazardous locations, equipment and substances should be made inaccessible so far as possible during temporary site closures.

[QNJAC Information Sheet 6: Abandonment or Ceasing of Operations at Quarries](https://www.safequarry.com/hotTopics/QNJAC%20Geotech%20Abandonment%20or%20ceasing%20-%20Final%20December%202014.pdf), states: *‘The HSE does not need to be formally notified of temporary closure of quarries lasting up to 12 months. It is, however, helpful if quarry operators advise the local inspector in these circumstances.’*

Further information, guidance and resources relating to temporary closures of sites are available in the MPA document; [Guidelines for The Management of Public Safety on MPA Members’ Operations and Non-Operational Sites](https://www.safequarry.com/hotTopics/MPA%20guidelines%20for%20management%20of%20public%20safety%20-%20updated%20March%202020.pdf).

**Be vigilant**

Intruders will often look to undertake hostile reconnaissance in advance of trespass, so the awareness and vigilance of company/security staff remains paramount.

[Guidance](https://www.cpni.gov.uk/system/files/documents/23/de/understanding-hostile-reconnaissance-understanding-and-countering-the-threat.pdf) prepared by the Centre for the Protection of National Infrastructure (CPNI) outlines what intruders are looking to achieve in advance of any action and outlines some simple steps that can be taken to disrupt what is described as ‘hostile reconnaissance’:

* DENY individuals the opportunity to gain information
* DETECT them when they are conducting their reconnaissance
* DETER them by promoting failure through messaging and physical demonstration of effective security

If any suspicious or unusual behaviour is observed at or near a site or office, this should be reported to site management, so it can be logged and potentially reported to the police (via the 101 service).

CPNI have also produced [high level guidance on good personnel security practices](https://www.cpni.gov.uk/system/files/documents/a3/4e/Pandemic%20Security%20Behaviours%20v4.pdf) during the impact of a national/global pandemic, such as the COVID-19 virus, where usual security practices have to be suspended or changed to reflect different working patterns, either on a temporary or permanent basis.

MPA members are encouraged to share relevant information with security@mineralproducts.org to facilitate ongoing engagement and coordination with the national police service and other member companies.

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