

STEER CLEAR OF TRUCK THEFT



Security advice for commercial vehicle operators

Home Office

KEEP IT SAFE, KEEP IT HIDDEN, KEEP IT LOCKED

LET'S KEEP
CRIME
DOWN



SECURITY ADVICE

Thousands of trucks are stolen every year in the UK at a cost of millions of pounds. It is easy to see that for a single operator, even a tiny share of this cost could spell ruin. There is the loss of profits, client goodwill and future contracts to consider.

That is why it is vital to build security into everything you do. It is important for operators like you to take responsibility for your share of the problem and to encourage a culture of security awareness in your company. Taking security measures should be a daily habit for your workforce. And a key member of staff should be in charge of company security. This leaflet tells you more about what you can do to improve security at your site. Just to put it in context, did you know that:

- **3000 HGVs are stolen every year and only about half are recovered;**
- **a third of the trucks stolen are stolen for their loads;**
- **over one in four of the victims will lose business as a result; and**
- **about a third of all trucks stolen are taken from operators' own premises.**

Remember, if thieves have stolen one truck from you, they will come back for more.

So act now - and do not be a victim.



SECURE

RECRUIT THE RIGHT DRIVERS

It is important that you take on drivers who are honest and reliable, and it is worth putting some effort into finding the right employees. For agency drivers, use only reputable agencies. Some belong to trade organisations like the Recruitment and Employment Confederation (REC).

- Check references and previous five-to-ten-year history before you take on a driver. Make sure you speak to previous employers. (Don't rely on phone numbers given by the driver.)
- Tell applicants that false details on application forms may lead to dismissal.
- Check that the applicant's licence is valid and check for endorsements before you employ someone, and then at six-monthly intervals afterwards. Drivers should tell you of any changes to their licence as they take place.
- Check if the applicant has any prosecutions pending or is waiting for sentencing by a court.
- For agency drivers, ensure that the agency has carried out all the checks.

DRIVER TRAINING

- Give drivers training in security measures for their vehicle and the company's premises.
- Security should be a daily routine in your workplace. Training drivers in the right habits will make security a normal part of their work.
- Check regularly that drivers understand and use the security equipment fitted to the vehicle. The same goes for security equipment on your premises.
- All new employees and companies should know their responsibilities for each other in respect of security and company policy.



DRIVERS

COMPANY POLICY

- Build security duties and responsibilities into your company's contract of employment. Contracts should make clear that drivers will face disciplinary proceedings or dismissal if they fail to carry out these duties.
- Include your company's security instructions in the driver's introduction to the company and driver's handbook.
- Use drivers' photo identification cards and keep signed photos of all drivers for your personnel records.
- Never disclose information to telephone callers without verifying who they are.



INSTRUCT DRIVERS TO ALWAYS...

- lock and secure their vehicle whenever they leave the cab;
- keep their keys on them when they are away from their vehicle;
- whenever possible, refuel on site before beginning their journey;
- watch out for incorrect or short loading by careless or dishonest warehouse staff, even those not directly involved with loading;
- report any irregularity in loading, locking or sealing, or in documents;
- check that their vehicle is correctly loaded;
- avoid routine stops for cigarettes, newspapers and so on;
- verify with their Transport Manager any instructions to change a delivery address;
- never discuss with others the nature of their loads or journeys.

Encourage drivers to report anything unusual to you or the police, such as changes in delivery instructions, or suspicions about people or vehicles. Encourage them to phone Crimestoppers 0800 555 111 or TruckPol 07000 878257 - to report in confidence any information about criminal activity.



SECURE P

SECURE WORKING PRACTICES

- Security must become part of every member of staff's daily working practice, whoever they are. Managers should consider every possible risk and always bear security measures in mind.
- Restrict knowledge about loads to only those who need to know.
- The pre-loading of vehicles, normally for early morning departures, should be kept to an absolute minimum. When pre-loading is necessary the vehicle should always be kept in secure premises.
- If the driver keeps the keys to his vehicle when he is not at work, advise him to:
 - keep them secure at all times;
 - never leave them where they could be copied; and
 - make sure there is no way of identifying the keys or the truck from the key ring.
- If the driver's vehicle keys are kept at the operating centre:
 - keep them in a secure and lockable place, out of sight of strangers; and
 - never use a 'hiding place', for example, inside the front bumper.
- Make sure keys are kept in a secure place. Work out and use secure practices for controlling keys to vehicles and premises.
- Make sure all drivers have access to some form of mobile communication device.



PRACTICE

- Instruct your drivers to use pre-planned secure overnight parking facilities whenever possible and to decide on those before they start a journey. Consider setting up an account with secure lorry park operators.
- Keep in regular contact with drivers to identify/confirm routes, stops and estimated times of arrival.
- Do not allow drivers to give lifts, or to have any unauthorised people in the cab.
- Consider joining the Truckwatch scheme: 01923 338058 www.truckwatch.co.uk
- Keep accurate vehicle records, for example, all numbers of major parts, trailers and special equipment fitted, for example, HIABS or tail-lifts. This will help identify the vehicle if it is stolen.
- Keep in regular touch with TruckPol 07000 878257 and your local police - either the crime prevention officer, crime desk or local intelligence officer.
- All staff should be made aware of the seriousness of the problem of truck and load theft and the resulting disruption and financial loss to the company that could lead to job losses.



VULNERABLE/DANGEROUS LOADS

Operators should be aware that for their vehicles to be part of the Association of Chief Police Officers (ACPO) vulnerable/dangerous loads scheme they must have the following.

Operators should alert drivers to vulnerable/dangerous loads and issue them with a vulnerable/dangerous load card for these loads. When their vehicle is stopped by a police officer in uniform or a VOSA Enforcement Support Officer, drivers should:

- keep doors and windows closed and locked;
- display their vulnerable/dangerous load card;
- carry out any conversation through a closed window;
- if suspicious about the validity of the officer dial 999;
- if in contact with their control, stay in contact;
- tell the police that details of the driver and the vehicle may be certified by reference to the company operating the vehicle.

In-cab communications

A tracking system

An effective security system



PRACTICE

SECURE VEHICLES

- Use security equipment - it will make your vehicles less attractive to thieves. Discuss this with your insurers, including Goods In Transit insurers, vehicle dealers and security-equipment manufacturers.
- Have your security equipment regularly checked by the installer.
- Each vehicle will need different levels and types of security equipment, depending on its use. All vehicles should have some form of extra immobilisation, if this has not already been fitted by the manufacturer.
- Consider the use of telematic equipment which can remotely trigger an alert if a vehicle deviates from its intended route.
- When you buy vehicles, look for security equipment already fitted and what extras can also be fitted.
- Your local police crime prevention officer and insurer will give you specific security advice.
- Remember, trucks are stolen whatever their load might be.
- For advice on tested security products and approved installers contact the following.



National Vehicle Security Helpline: 0870 550 2006
Sold Secure: 01327 264687 www.soldsecure.com

To check new vehicles security ratings contact:
Thatcham: 01635 868855 www.thatcham.org

SECURE PREMISES

Half of stolen trucks are taken from owners' own premises - that is why premises security is so vital in fighting theft.

Your local police crime prevention officer will be able to offer you advice on securing your premises. So will your premises insurer.

When you are planning your premises security, consider the following areas.

- Perimeter protection (fences)
- Site access and its control (gates)
- Surveillance (lighting and effective CCTV)
- Guards
- Intruder detection
- Visitor control
- Limiting the number of keyholders
- Remote staff-vehicle parking
- Vehicle Key Storage
- Controlled access to loading bays and control systems
- Personnel and vehicle search procedures
- Always make sure that any tools or equipment which may help criminals to steal trucks or loads are securely locked away when not in use.



INFO RMATION



Call Crimestoppers on 0800 555 111 or TruckPol 07000 878257 if you have any information about truck crime or any other crime. Your call is free. You do not have to give your name. You may receive a reward.

ROOF MARKINGS

The Association of Chief Police Officers has approved the wider use of Roof Markings on HGVs to help police air-support units to identify vehicles if they are stolen.

Fleet operators, particularly those who regularly carry vulnerable/dangerous loads, are encouraged to use Roof Markings. You can get more information from TruckPol or your local crime reduction officer.

HGV



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www.truckwatch.co.uk



truckpol@met.pnn.police.uk



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