

COUNTER TERRORISM POLICY & PROCEDURES

Cawleys will take all reasonable measures to ensure the security of vehicles and drivers and in particular to ensure that vehicles cannot be used as weapons.

All drivers will be trained in the safe operation and use of vehicles in respect of hijacking and counter terrorism measures (VEH-WI007-01).

In the event of a driver notifying the Company of an immediate and determined threat, Cawleys will inform the police.

If a vehicle fails to return to its intended base location within the standard finish time, the traffic controller will contact the driver to find out the reason for the delay. If no response is received, the traffic controller will establish the position of the vehicle using the vehicle tracking system and arrange for both a supervisor and a manager to find the vehicle. The traffic controller will continue to monitor the position of the vehicle and attempt to contact the driver. On arrival at the vehicle's location an assessment should be made of the possible threat level. For example: if the vehicle is parked and locked in a highly populated area but the driver is not present or the driver is not known to the manager or supervisor, then the police should be called. During this process the Senior Depot Manager must be kept informed of the developing situation.

If a vehicle has moved significantly out of the intended collection route and crossed into another county outside of the scope of the collection and no response has been received from the driver, the traffic controller should notify the police that they believe the driver's behaviour to be suspicious and could be a sign that the vehicle has been hijacked or stolen.

In the event of an incident the circumstances will be reviewed by the SHEQ department, and a report prepared for the Managing Director and O Licence holders to consider if any further security measures are required.

Signed

Phil Gudgeon
 Managing Director

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