



# CSS 12

## Gate Entry Procedures – Mobile Elevating Work Platforms (MEWPs)

Issued: October 2019

### STANDARD: LOCAL ARRANGEMENTS

#### APPLICABILITY:

- All Affected Properties and Staff

The FM provider will ensure the Head of Security /Security Department are informed prior to the arrival of plant machinery (Cherry Pickers Forklifts)

- FM Provider escorting staff will ensure the guidelines outlined in **Annex 10** Searching Vehicles (Closed Establishments) are adhered to.
- The vehicle will be escorted at all times whilst in the prison.
- The vehicle should not be in any area where prisoners are without the authorisation of the Head of Security.
- When not in use the vehicle will located in a Sterile Area, disabled and the keys will be in the control of the escorting Officer.
- The Communications Room will be informed of any movement of the vehicle.
- Escorting staff will stay in visual contact at all times.
- When the work is complete, the Communications Room will be informed that the vehicle is about to leave.
- The vehicle will be thoroughly searched in the vehicle lock before being allowed exit from the establishment as outlined in **CSS10** Searching Vehicles (Closed Establishments).