



DRAFT TANZANIA STANDARD

(Draft for comments only)

Security systems — Cash-in-transit services

Draft for Stakeholders' Comments only

TANZANIA BUREAU OF STANDARDS

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Security systems — Cash-in-transit services

0 Foreword

Transportation of valuables such as cash, gold, diamond etc is a risky undertaking. It requires tight security if such valuables are to reach its intended destination. Special design for vehicles used in the transportation of such valuables is necessary. Cash shall be used in this Tanzania Standard to represent such valuables.

This Tanzania Standard has been prepared to assist providers of cash-in-transit services to use vehicles specially designed for this purpose. The vehicle intended for this service shall be a road vehicle.

In the preparation of this Tanzania Standard assistance was derived from:

BS 7872: 1996, Code of practice for operation of cash-in-transit services (collection and delivery) published by the British Standards Institution.

Approval requirements, Technical guard services and cash-in-transit, prepared by the Kenya Security Industry Association.

1 Scope

This Tanzania Standard specifies requirements for cash-in-transit services. The standard does not include requirements for the design of the vehicles and installation.

The standard also covers requirements for personnel deployed in the transportation of cash.

2 Definitions

For the purpose of this Tanzania Standard, the following definitions shall apply:

2.1 Cash-In-Transit (CIT) service

service provided by a company for the secure transport of cash, securities and other valuables.

2.2 Cash-in-transit vehicle

A vehicle specially designed to carry out CIT services.

3 Requirements for vehicles

The cash-in transit vehicles shall meet the following requirements:

- a) each vehicle must be armored as per minimum GII ballistic armor standard
- b) each vehicle to comprise the necessary compartments as per vehicle design, separating crew and cash
- c) vehicle be locked at all times except whilst crew are embarking and disembarking
- d) keys to the cash compartment must be kept with the crew commander in the front of the vehicle whilst the vehicle is in motion

- e) crew must not be able to open the cash compartment whilst the vehicle is in motion
- f) the minimum carrying capacity for cash-in-transit vehicles is 0.75 tonnes
- g) vehicles must have radio contact and electronic car tracking system with their company's control room for monitoring movements of the vehicle
- h) Provision of adequate fire protection equipment
- i) glazing should be designed to give minimum restriction to forward or side vision
- j) all vehicles should be built to acceptable and recognized engineering standards
- k) apertures introduced to assist holding unloading should be fitted in such a way as to preserve the integrity of the vehicle in its protected form
- l) each value of the consignment carried shall not exceed the minimum for which the vehicle is insured
- m) vehicles should be capable of carrying the maximum payload without detriment to their road holding ability and stability; the CIT company should ensure that the supplier of CIT vehicles provide them with full written information of the correct positioning of payloads at all states of load.

4 Requirements for personnel

To ensure the correct operation of cash-in-transit, the personnel deployed shall meet the following requirements:

- a) there must be a minimum of four crew members, three armed, during all operations
- b) the driver should be separated from the rest of the crewmembers
- c) each crew member has to wear a helmet and bullet proof vest whilst outside the vehicle
- d) all cash in transit personnel are to conform to guarding standards
- e) crew are to be fully trained in all aspects of cash-in-transit standard operating procedures prior to deployment
- f) each company to conduct monthly refresher training for all crew.

5 General requirements

5.1 The company should make full pre-employment inquiries to ensure that only suitable qualified persons are recruited. The selection procedure should be designed to assess the following:

- a) physical ability
- b) mental ability
- c) literacy and communication
- d) personal documentation (e.g service records, national identification card, driving licence etc)

- e) the selection should include a personal interview.

5.2 All crews involved in CIT duties should not be less than 30 or above 60 years of age.

5.3 Training

5.3.1 General

The company should have a clearly defined training policy, authorized at board level. It should cover the items identified in 5.3.2 to 5.3.4.

5.3.2 Induction training

The company should provide induction training on use of firearms and CIT procedures

5.3.3 Basic training: off-the-job

5.3.3.1 Basic job training should be provided for full time employees engaged in CIT duties. The training should be given before they carry out their first operational duties.

5.3.3.2 The basic job training (of-the-job) may be undertaken in house and should conform to a specified minimum standard which should include:

- a) uniform and equipment
- b) type and scope of work
- c) principles of security
- d) vigilance and observation techniques
- e) operational procedures
- f) vehicle familiarization
- g) emergency procedures
- h) communication (radio and cell phones)
- i) driving regulations and duties
- j) customer care
- k) health and safety.

5.3.4 Basic training on-the-job

Companies should provide appropriate structured on-the-job training according to a specified minimum standard, this training cover the following.

- a) safe carriage of cash and valuables
- b) prevention of loss of cash and valuables
- c) providing a quality service.

Completion of the training should be documented.

NOTE — Existing employees transferring to new duties need only receive training in those areas not covered previously, and on any special areas of performance.