



ESTA

Best Practice Guidelines

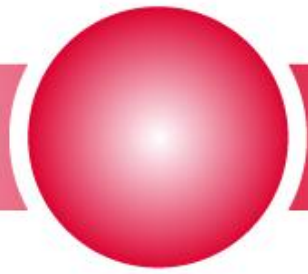
For Third Party Cash-In-Transit Carrier Access

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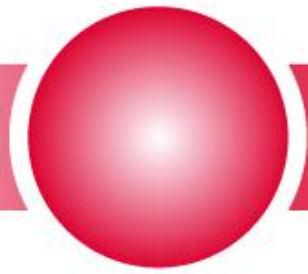
Loomis AB





- Understanding the risk
 - Vehicles
 - Visitors

History



Legend says

Once upon a time, a long time ago, there was an ancient city named Troy. Troy was located on the coast of Asia, across the sea from the Greek city-state of Sparta.

In those days, people used to build walls around their city to help protect them. Some walls were only a few feet high. Others as much as twenty feet high!

The people built gates in the wall. The gates could be opened to let people inside the city. In times of war, the gates could be closed and locked to stop intruders from getting inside.



Security Requirements

- TPCITC should satisfy the cash centres that they adhere to adequate security standards.
- Verification of the security standards
- Evidence of standards being maintained
- Change to the cash centre environment



Verification Process

- Application to the cash centre for purpose (collecting/delivering)
- Security Questionnaire
- Sealed cage agreement (if required – can be viewed as an appendix)
- Review of questionnaire
- Commencement date for authorised entry



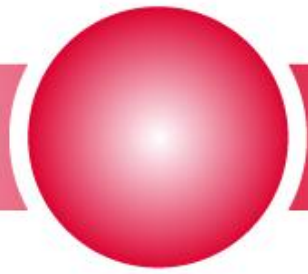
Vehicle Access Protocol



- Vehicle access protocol
 - Branch Name
 - Vehicle roof identification number
 - Vehicle registration number
 - Number of crew
 - Crew details
 - Estimated time of arrival
 - Password/agreed code



Cash Centre Confirmation



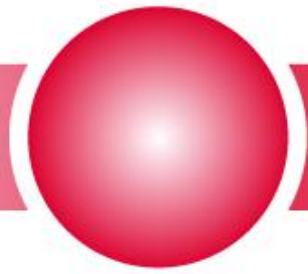
- CC should confirm with home branch all received details

- On arrival of carrier vehicle
 - Verify vehicle details (use of CCTV)
 - Crew details recorded in day log

- Any discrepancies - access should be denied
 - Inform home branch of discrepancy
 - Contact police if required



Vehicle/Crew Entry Verification



- Only when all checks are confirmed should the vehicle/crew be given access
 - Vehicle access
 - Depending on layout of the branch the crew may have to alight from vehicle prior to entry to compound.
 - Crew access
 - Crew member should alight from vehicle to verify ID and confirm no duress with password/agreed codeword etc...
 - Any suspicious activities should result in the vehicle/crew being denied access



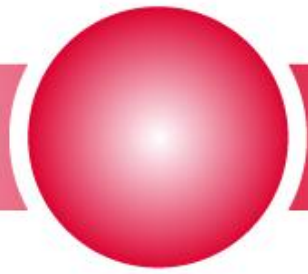
Responsibility of the CC



- It is the responsibility of the CC employee to satisfy themselves as to the bona-fida status of the vehicle and crews.
- If crew/vehicles details cannot be verified no access should be granted.



Failing to control access





ESTA

Best Practice Guidelines for:

Third Party Cash-In-Transit Access Control

We commend them to you





Thank you

