

STEER CLEAR OF PLANT THEFT



Security advice for manufacturers, owners, hirers and users

CONTACTS

CONSTRUCTION EQUIPMENT ASSOCIATION (CEA) – for information about the Construction Equipment Security and Registration (CESAR) scheme.

CEA, Orbital House, 85 Croydon Road, Caterham, Surrey CR3 6PD

Phone: 01883 334499

Fax: 01883 334490

E-mail: cea@admin.co.uk

Website: www.coneq.org.uk

PLANT THEFT ACTION GROUP

The Chairman, Plant Theft Action Group,
c/o CEA, Orbital House,
85 Croydon Road, Caterham,
Surrey CR3 6PD

E-mail: cea@admin.co.uk

(write 'FAO The Chairman,
Plant Theft Action Group' in
the subject field)

THATCHAM (The Motor Insurance Repair Research Centre) – for information on insurance, recognised plant security devices and systems devices.

Colthrop Way, Thatcham,
Berkshire RG19 4NR

E-mail: security@thatcham.org

Website: www.thatcham.org

SOLD SECURE – for a list of approved security products.

Phone: 01327 264687

Fax: 01327 264686

E-mail: admin@soldsecure.com

Website: www.soldsecure.com

CRIMESTOPPERS – if you have any information on crime.

Crimestoppers Trust,
Apollo House, 66a London Road,
Morden, Surrey SM4 5BE

Phone: 0800 555 111

Website: www.crimestoppers-uk.org

Useful crime prevention advice, including this leaflet, can be found on the crime reduction and Home Office websites:

www.crimereduction.gov.uk

www.homeoffice.gov.uk



SECURITY ADVICE

The cost of plant theft to industry is estimated at £400 million a year. The Plant Theft Action Group (PTAG) – an advisory group representing all interests in the plant industry – is working to tackle the serious problem of plant theft.

Plant manufacturers have made a commitment to tackle the following security issues at the production stage:

- to mark all equipment with a 17-digit identification number
- to provide effective immobilisation equipment
- to get rid of 'single key' plant operation.

This leaflet provides manufacturers, owners, hirers and users of plant, including agricultural equipment, with practical advice on crime prevention measures that can help to reduce the risk of becoming a victim of plant theft.



SECURE P

WHAT TO DO WHEN YOU ARE BUYING OR HIRING

Ask the seller to let you have the plant identification document, which will contain the item's unique identification numbers and the serial numbers of other parts. If the equipment does not have a plant identification document, consider using a standard format as used by the Construction Industry Theft Solutions (CITS).

- If you are buying second-hand equipment, check with a **recognised private company database** beforehand to find out who owns it. This will help reduce the amount of stolen plant in circulation.
- If you are hiring the equipment, make sure you get a **hire agreement**. This should contain a full description of the plant, including serial numbers, and information about what you should do if the equipment is stolen.



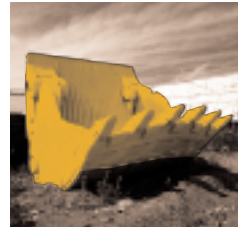
MARKING AND REGISTRATION

- Painting equipment in your **corporate colours** will make it less attractive to thieves.
- Mark parts with a **unique number**. The more parts you mark with a unique number, the easier it will be to identify them if the equipment is stripped down.
- Consider fitting a **secure plate** bearing your company's details and/or a unique identifier, and a 24-hour telephone number so that the police can call you to check plant they see on the move.



URCHASE

- Record all equipment and attachments in a **company plant asset register** and also register items with a recognised database. An example of this is the PTAG-endorsed, industry-owned initiative CESAR (the Construction Equipment Security and Registration scheme), which sets the standard for marking and registration, and was designed specifically to reduce theft and aid the recovery of stolen equipment.
- Mark all agricultural equipment and register it with a recognised equipment registration company.



MOVING PLANT FROM DEPOT TO SITE

- Give the driver a **conveyance note** with full delivery instructions and a contact telephone number. The conveyance note should be an original and not a photocopy.
- Make sure the delivery driver knows who should be receiving the equipment and asks that person to sign the conveyance note on receipt.
- It should be routine practice for delivery drivers to check back with their dispatcher should they receive revised delivery instructions either by telephone or from someone at the delivery address.
- Update the company plant register with details of where the plant has been sent and the person responsible for its safekeeping.
- Record movements of plant between sites.



SECURE L

WHAT TO DO ON SITE

Appoint a responsible employee, preferably at management level, to manage the equipment at each site. This will usually be the site manager or agent. (Plant hire companies will not supply an employee to do this.)

Make sure there are secure storage areas for plant that has to be left on site overnight and use them.

SECURITY OF PLANT ON SITE

- Staff should be aware of the security practices for each site. Display security posters on site to show the company's commitment to preventing crime.
- Constantly review security measures on site and how each item is secured.
- Remove ignition keys when the plant is not in use. Do not leave them in the machine.
- Make sure that all security devices supplied with the plant are always used. Think about using the following devices.

Physical restraints

- These are specifically designed for the plant and can lock:
 - steering mechanisms
 - excavator and crane booms
 - stabiliser legs
 - tow hitches
 - tracks and wheels.



LOCATION

- For small and mid-sized equipment, physical restraints are practical and effective and their visibility acts as a deterrent.
- Their removal requires physical effort, time and tools and often creates noise.

Hydraulic locks

- These are designed to isolate:
 - hydraulic systems
 - brake systems
 - steering systems
 - gear selection systems.



Immobilisation systems

- These prevent the unauthorised moving or use of an item and are best used for self-propelled on- or off-highway equipment.
- Systems may be activated by an electronic fob, transponder key or keypad and PIN code.
- An advantage of immobilisation systems is that they are usually automatically set after the engine has been switched off without the user having to take any action.



Joint tracking/immobilisation systems

- Where appropriate, consider having a Thatcham Cat 5 security system fitted. These systems send an alert if your plant is stolen, track it, and by remote operation prevent its engine from being re-started once it has stopped, under specific circumstances. More information can be obtained from Thatcham – security@thatcham.org or www.thatcham.org/security.
- Make sure that all small tools and equipment are stored in a high-security cabinet or enclosure.



SECURITY

WHEN PLANT IS NO LONGER NEEDED ON SITE

- When plant is no longer needed on site, make sure it is returned to stores, the depot or the hire company. It is important to make sure that the person collecting the plant is authorised – check the conveyance note. If in doubt, do not release the equipment until you are satisfied that the person is authorised to collect it.
- Record returned plant in the company plant asset register and note any changes (repairs, replacement parts or damage) on the plant identification document.
- The person responsible for plant security should constantly monitor where equipment is, regardless of how much it is worth. If the equipment is stolen, you need to know what has been stolen, where from, when, how it was secured and who was responsible for the item at the time.

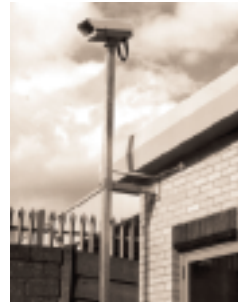


Y ACTION

GENERAL SITE SECURITY

Before building your on-site secure compound, it is worth talking to the crime prevention officer at your local police station, who will be able to advise you on:

- secure fencing around the site
- security lighting
- CCTV and intruder alarms
- the location of the secure compound and site offices
- security-marking small items of equipment
- employing security guards
- local crime levels.



INFORM

WHAT TO DO IF PLANT IS STOLEN

Act quickly and tell the local police. If the equipment is insured, also tell your insurer. If your equipment is registered with a commercial registration or tracking company, remember to tell them too.

- Don't disturb the scene of the crime until the police have investigated.
- Try to get the names and addresses of any witnesses.
- Make a note of the date, time and place of the theft and who saw the equipment last.
- Let the police have the plant identification document so that they can enter the correct information on the Police National Computer.



If there is no plant identification document, the police will need the following information:

- make, model and type of equipment lost
- colour
- registration number (if applicable)
- vehicle identification number (VIN), product identification number (PIN) and/or serial number
- engine number
- plant, hire or fleet number
- any other identification numbers or distinctive features
- description of any attachments and their serial numbers, VIN or PIN
- approximate value.

You should make a note of the police crime report number and let them and the insurer know if the equipment is recovered.



STAFF AWARENESS

- All staff need to be made aware that plant theft is a serious matter and have a good working knowledge of company security procedures.
- Encourage staff to report anything suspicious to their supervisors.



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