



# CaSSOA

THE CARAVAN STORAGE  
SITE OWNERS' ASSOCIATION



# SECURITY SELF- ASSESSMENT FORM

# CaSSOA Security Self-Assessment Form

**IMPORTANT** - Please complete the form to the best of your knowledge.

Membership Number (for office use only)	
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## Contact Details

Site Proprietor	
Name of Site	
Site Address	
Correspondence Address	
Phone	
Mobile	
Email	
Website	
Facebook / Twitter Profile	

## Section A - Outside Storage Perimeter Protection

	Your Comments
Palisade or Welded Mesh Fencing	
Mound & Ditch & Electronic Beam Alarm	
Mound & Ditch only	
Chainmesh or Post & Rail Fence	

## Section B – Inside Storage Security Features

	Your Comments
Single Exit / Entry Door	
Internal Barrier Across Doorway	
Internal Anti-Ram Bollard(s)	
Building Alarmed	

## Section C – Access Control

	Your Comments
Automated Gate with Access Control System	
Manual Gate System	
Restricted Access	

## Section D – Intruder Alarm System

	Your Comments
Police Response Alarm with Police Allocated URN *	
Full Site Coverage	
Partial Site Coverage (Please provide full details)	

## Section E – CCTV

	Your Comments
Remote Monitored System with Police Allocated URN*	

## Section E – CCTV cont...

	Your Comments
Full Site Coverage	
Partial Site Coverage (Please provide full details)	
Data Protection Act Compliant**	

## Section F – Security Lighting

	Your Comments
Full Site Coverage	
Partial Site Coverage (Please provide full details)	

## Section G – Fire Protection

	Your Comments
Fire Risk Assessment carried out in accordance with the Regulatory Reform (Fire Safety) Order 2005	
Maintenance / Contract for Fire Fighting Equipment	

\* URN – Unique Reference Number which is issued by the Police in the area where the site is located.

\*\* CCTV may have to be registered with the Information Commissioners Office as per the Data Protection Act. See [www.ico.org.uk](http://www.ico.org.uk)

## Section H – Vermin Control

	Your Comments
Vermin Control Regime in place	

## Section I – Guard Dogs

	Your Comments
Handler present at all times as per requirements of the Guard Dogs Act 1975	
Appropriate Guard Dog Legal Warning Signs	

## Section J – Proprietor / Warden on Site

	Your Comments
Proprietor / Warden lives on site	
Contract Security Patrols***	

## Section K – Site Administration

	Your Comments
System in place to record FULL details of each client and caravan (attach copy)	
Storage Contract in use (attach copy)	

\*\*\* Contracted Security Patrol - A contracted security patrol company should be registered with the Security Industry Authority. Any such contracted service which is not registered will not attract any points at survey.

## Section L – On Site Services

	Your Comments
On Site Service Workshop approved by NCC (National Caravan Council)	
Visiting Service Engineer	
Car Wash Facility	
Car Valet Facility	

## Site Details

If possible please enclose photographs of the site to include the exit / entry gate.

Site Capacity	Inside:	Outside:		
Location	Urban <input type="checkbox"/>	Rural <input type="checkbox"/>		
Parking Surface	Tarmac <input type="checkbox"/>	Gravel <input type="checkbox"/>	Concrete <input type="checkbox"/>	Grass <input type="checkbox"/>
Method of Payment	Cash <input type="checkbox"/>	Cheque <input type="checkbox"/>	Credit Card <input type="checkbox"/>	Direct Debit <input type="checkbox"/>

Please return the completed document to [enquiries@cassoa.co.uk](mailto:enquiries@cassoa.co.uk) or the postal address detailed overleaf.

Signed .....

Dated .....

**Please note:**

All accreditations are awarded using a point structured criteria, this can be discussed with the site surveyor directly and the time of your survey. In order for you to be considered for a CaSSOA accreditation all sites **must** have perimeter fencing encompassing the entire storage area and the entrance / exit are protected by lockable gates as a minimum level of security.

All sites must conform to the Regulatory Reform (Fire Safety) Order 2005. A fire risk assessment must have been carried out by a responsible person.

Please note we are unable to provide you with the definitive criteria for each individual accreditation status as each site is assessed on its own merits following a full site survey by our risk surveyor.



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[www.cassoa.co.uk](http://www.cassoa.co.uk)

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