

## Security Self - Assessment Form

Membership Number (For office use only)	
Site Proprietor	
Name of Site	
Site Address	
Correspondence Address	
Phone Number	
Mobile Number	
Email Address:	
Website:	
Facebook/Twitter/Google+ Details:	

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

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.

<b>Section A – Outside Storage Perimeter Protection</b>	<b>Your Comments</b>
Palisade or Welded Mesh Fencing	
Mound & Ditch & Electronic Beam Alarm	
Mound & Ditch only	
Chainmesh or Post & Rail Fence	

<b>Section B – Inside Storage Security Features</b>	<b>Your Comments</b>
Single exit / entry door	
Internal barrier across doorway	
Internal Anti – Ram bollard(s)	
Building Alarmed	

<b>Section C – Access Control</b>	<b>Your Comments</b>
Automated Gate with Access Control System	
Manual Gate System	
Restricted Access	

<b>Section D – Intruder Alarm System</b>	<b>Your Comments</b>
Police Response Alarm with Police allocated (URN) *	
Full site coverage	
Partial site coverage (Please provide full details)	

<b>Section E – CCTV</b>	<b>Your Comments</b>
Remote Monitored System with Police allocated Unique Reference Number (URN)*	
Full Site Coverage	
Partial Site Coverage (Please provide full details)	
Data Protection Act Compliant**	

<b>Section F – Security Lighting</b>	<b>Your Comments</b>
Full Site Coverage	
Partial Site Coverage (Please provide details)	

<b>Section G – Fire Protection</b>	<b>Your Comments</b>
Fire Risk Assessment Carried Out in accordance with the Regulatory Reform (Fire Safety) Order 2005.	
Maintenance/Contract for Fire Fighting Equipment	

<b>Section H – Vermin Control</b>	<b>Your Comments</b>
Vermin Control regime in place	

<b>Section I – Guard Dogs</b>	<b>Your Comments</b>
Handler present at all times as per requirements of Guard Dogs Act	
Appropriate Guard Dog Legal Warning Signs	

<b>Section J – Proprietor/ Warden on Site</b>	<b>Your Comments</b>
Proprietor/Warden lives on site	
Contract Security Patrols***	

<b>Section K – Site Administration</b>	<b>Your Comments</b>
System in place to record <b>Full</b> details of each client and caravan. <b>(attach copy)</b>	
Storage Contract in use <b>(attach copy)</b>	

<b>Section L – On Site Services</b>	<b>Your Comments</b>
On Site Service Workshop approved by NCC (National Caravan Council)	
Visiting Service Engineer	
Car Wash Facility	
Car Valet Facility	



<b>Location</b> (if possible please enclose photographs of the site to include the exit/entry gate)	Urban: Y/N	Rural: Y/N		
<b>Site Capacity</b>	Inside:	Outside:		
<b>Parking Surface</b>	Tarmac: Y/N	Gravel: Y/N	Concrete: Y/N	Grass: Y/N
<b>Method of Payment</b>	Cash: Y/N	Cheque: Y/N	Credit Card: Y/N	Direct Debt: Y/N

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

\*\*If a CCTV system has a zoom facility it may have to be registered with the Information Commissioners Office as per The Data Protection Act.

\*\*\* Contracted Security Patrol – A contracted Security Patrol company should be registered with the Security Industry Authority. In assessment evaluation any such contracted service that is not registered will not attract any points.

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

Signed.....

Dated