



<b>Drill</b>	D111
<b>Category</b>	Access Control
<b>Type</b>	Personnel checks
<b>Subject</b>	Person entering without permission
<b>Security Level</b>	1 and 2
<b>References</b>	1. Port Facility Security Plan 2. Relevant Port Facility security instructions, regulations and memorandums 3. APEC Manual of Maritime Security Drills and Exercises Volume I Part 1 – Guidelines for the Conduct of Maritime Security Drills 4. ISPS Code

## INTRODUCTION

1. Access control is a primary security measure employed by all Port Facilities. This comprises perimeter security, and personnel and vehicle/vessel checks upon entry/exit. The integrity of access control measures depends on the quality of the personnel manning and maintaining them and the quality depends on the training, and regular audits of the personnel. When access control measures are threatened, security personnel must detect the intrusion and respond appropriately in accordance with the Port Facility's security instructions.

2. This drill proposes two attempts by individuals to enter the Port Facility premises covertly. These will require security staff to respond to the "intrusion" by the two controllers.

## AIM OF THE DRILL

### 3. **General Objective**

To impart a greater sense of awareness among employees of the threat of unauthorized persons within the Port Facility premises



#### 4. **Specific Objectives**

- a. To raise the awareness among employees of the threat of unauthorized personnel entering or within the Port Facility.
- b. To test the procedures for handling “intruders” in Port Facility premises.
- c. To practice personnel identification and verification procedures.
- d. Meet or better the specified benchmark response times for this drill.

#### REQUIRED ATTAINMENTS

5. On completion of the drill, Port Facility employees and security staff will be able to:
  - a. Apply the procedures in the Port Facility Security Plan to prevent entry by “intruders” through the Port Facility’s security measures.
  - b. Recognize all “intruders” within the Port Facility premises.
  - c. Challenge and apprehend “intruders” in accordance with the Port Facility’s procedures for personnel identification and verification.

#### PLANNING FOR THE DRILL

##### 6. **Timetable**

The date for the conduct of this drill should be scheduled in the Port Facility’s annual work program. Preparations for this drill should commence 2 weeks prior to the date of conduct. An example of a time-table for the preparation and conduct of this drill is given in Appendix 1

##### 7. **Personnel**

###### a. Control Team

(1) The Chief Controller may be the Port Facility Security Officer (PFSO) or a manager in charge of security matters. Where the first line response by security staff involves the PFSO, a manager should be considered for the appointment of Chief Controller. This will free the PFSO to respond to the situation as it develops during the drill.

(2) The Chief Controller is to arrange for two persons to be the “intruders” and one to be an accomplice to an intruder (all designated as controllers). The persons should not be familiar to Port Facility security staff.



b. Participants

The participants will be the Port Facility security staff.

c. Safety Officer

The appointment of a safety officer for this drill should be considered.

8. **Resources**

a. Equipment

Provide camera for taking photographs of key installations in the Port Facility. The camera is a prop only, and should not contain any film/memory card/battery.

b. Communications

(1) **Equipment**

(a) Mobile phone: It is recommended that mobile phones should be the preferred means of communications between the Chief Controller and the controllers, subject to the availability of a cell phone network at the location of the Port Facility.

(b) Walkie-talkie: When using walkie-talkies, note that they have a short range and short battery life. They are usually bulky and may not be easily concealed, and they may be subject to interference if left switched on, leading to discovery at awkward moments.

(2) **Codewords**

Code words are used to provide brevity and clarity in communications during the conduct of a drill. A list of suggested code words is given in Appendix 2. The code words must be promulgated to all controllers and participants of the drill.

(3) **Security**

Consideration should be given to the possible disclosure of confidential information (e.g. details in the PFSP) in all exchanges connected with this drill, and appropriate precautions taken to avoid the release of such information to persons not authorized to receive it.

c. Other requirements

- (1) Location for the debrief
- (2) Refreshments e.g. during the debrief



- (3) Person to take notes during the debrief
- (4) Stationery for note-taking

## 9. **Safety**

a. Security staff activity in connection with this drill would be monitored by the Safety Officer, if one is appointed. The Safety Officer should station himself at a location where he would be:

- (1) Able to observe the majority of events
- (2) Near where potentially hazardous activity may take place
- (3) Accessible should he be required in a contingency

b. Controllers with roles as intruders or drivers, etc. should be issued with a letter of identification provided in Appendix 3 to forestall any undesirable action or behavior on the part of security staff toward them.

## 10. **Budget**

Funding may be needed for the following:

- a. Employment of “intruders”.
- b. Transportation costs for the “intruders”.
- c. Refreshments for debrief.
- d. Reimbursement of expenses incurred by controllers or staff.

## 11. **Policy for disclosure**

a. The Chief Controller should decide if the drill is to be announced (i.e. participants such as security staff will be notified of the conduct of the drill) or the conduct of the drill will not be announced beforehand (i.e. the participants will not be informed of the conduct of the drill).

b. In deciding the mode, the following may be taken into consideration:

- (1) Security - Where it is assessed that confidentiality is uncertain or difficult to maintain, it is preferable to opt for an announced drill.
- (2) Organizational culture - Unannounced drills may be perceived as a test of the participants.
- (3) Ships at the Port Facility - Where it is anticipated that the drill may impact in any way on ships alongside, their crew, agents, suppliers or contractors, ships alongside should be notified in advance of the drill.



## 12. Management endorsement

The Chief Controller should seek approval from management for the conduct of the drill. Management should be informed of the drill prior to its conduct, even if formal approval is not required.

### CONDUCTING THE DRILL

## 13. Master Events List

a. This drill requires the controllers, acting as “intruders”, to enter Port Facility premises using any method which is deemed to afford a good chance of success. The method selected will be determined during the planning for the drill. Some possibilities include:

- (1) Entry through a breach in the physical security measures e.g. a hole in the fence, or climbing over the fence.
- (2) Entry through an unattended gate.
- (3) Inattentive security staff at a manned gate.
- (4) Distraction of security staff by an accomplice.

b. Detection of the “intruder” is up to the normal security arrangements at the Port Facility, and following the detection, intervention by security staff in accordance with the Port Facility’s security instructions should then be expected.

c. The “injects” (simulated events) for the conduct of the drill are provided in the example of a Master Events List at Appendix 4. These would be introduced on schedule or on completion of the preceding event. Adjustments would be made to cater to the prevailing circumstances.

## 14. Controller briefing

a. The briefing to controllers will be conducted by the Chief Controller and should include the following:

- (1) Roles to be played by controllers.
- (2) Positions of controllers at the commencement of the drill.
- (3) Transport arrangements.
- (4) Suggested responses to questioning by security staff.
- (5) Safety measures.



b. Scenario

Two operatives are directed to enter the Port Facility in order to assess the security measures for a sabotage operation in the future. Each will make his attempt independently of the other, and at a different time during the day. They will attempt ingress through covert means. They may be assisted by an “accomplice” who does not enter the Port Facility premises.

c. Tasks

(1) The mission for both intruders is to photograph key installations in the Port Facility. They will carry a camera each. Examples of key installations are:

- (a) Important machinery
- (b) Pipelines for fuel/liquid cargo
- (c) Power junction boxes or cables
- (d) Catwalks or gangways that will disrupt operations if destroyed
- (e) Major fire-fighting installations

(2) Intruder 1 will make a covert attempt to gain access into the Port Facility by any of the approaches selected during planning for the drill. A well-timed and stealthy approach is required to defeat perimeter patrols, security guards at the gate, etc. “Intruders” must make the best of each situation to gain entry. The range of possible situations is too great to anticipate comprehensively in these guidelines.

(3) Intruder 2, assisted by an accomplice, will attempt to enter the Port facility through a manned gate. The accomplice will create a distraction for Intruder 2 to gain access. The approach should be worked out and rehearsed during planning for the drill.

(4) Once inside the Port facility, each intruder will pretend to take the requisite photographs, and if still undetected, leave the Port Facility by the most expedient route.

(5) A simulated dialogue between the “intruders” and the Port Facility security staff is provided at Appendix 5. It is not meant as a script, but a guide to the possible interaction.

(6) The Chief Controller will conduct the drill in accordance with the events listed in the Master Events List.

(7) The Chief Controller should position himself at a suitable location to discreetly observe the proceedings.



## 15. **Participant briefing**

a. A briefing to participants should be scheduled if it is decided that the drill is to be announced (paragraph 11). The brief to participants should include the following:

- (1) Review of the previous drill, including the lessons learnt.
- (2) Objectives and scenario of the drill to be conducted.
- (3) The Port Facility's security instructions pertaining to the drill being conducted.
- (4) Update on the ISPS Code and/or local regulations.
- (5) Developments in maritime security (news, events, etc)

b. It should not include information or details of the controllers' plans for the drill.

## 16. **Briefing Aids**

Briefing slides and notes are provided in the accompanying PowerPoint files. With entries for the names, dates, locations, etc. these may be used to conduct the briefing to controllers and to participants.

## 17. **Condition**

The Port Facility is to proceed with its daily business as usual. No prior preparations on the part of the participants and/or security arrangements are required for the conduct of this drill.

## 18. **Performance Measurement**

a. Performance indicators should be established for this drill. Some may be dependent on the specific circumstances of the Port Facility. Ideally, performance indicators should be objective, but subjective ones may also be observed by the controllers, e.g. the degree of compliance with Port Facility security instructions.



- b. The following objective performance indicators are the target benchmark response times to be achieved for this drill:

<b>FROM</b>	<b>TO</b>	<b>DURATION (minutes)</b>
Entry of “intruder”	Detection of the intruder	x
Detection of intruder	Deployment of response team	y
Deployment of response team	Arrival at site of detection	z

### CONCLUDING THE DRILL

19. The drill shall be ended under the following circumstances:
- a. When the “intruder” has gained access into the Port Facility and taken photographs of key installations.  
or
  - b. When the “intruder” is detected by security staff and accosted.  
or
  - c. Upon the Chief Controller’s instruction.
20. **Debrief**
- a. Allow some time for the controllers and security staff to gather their thoughts on the events, in preparation for debrief.
  - b. Assemble all participating security staff for debrief
  - c. The Chief Controller should conduct the debrief
  - d. Appoint a note-taker to record the salient points of the discussion and in particular the lessons learnt and any follow-up actions required. Guidance should be provided to the note-taker as to what is to be recorded.
  - e. Retrieve, review then delete all photographs that may have been taken by the “intruders”.
21. **Reports**
- a. Report the conduct of the drill to the management, either with a written report or verbally, as required by the management. An example of a report is provided at Appendix 6.
  - b. If a written report is submitted, arrange for a briefing on the drill to be given at a management meeting to inform top management of the proceedings.



## 22. Records

An ISPS Drills and Exercises Record Book should be maintained by the Port Facility. The following is an example of an entry in the ISPS Drill and Exercises Record Book:

<b>ISPS Port Facility Drills and Exercises Record Book</b>				
<b>DATE</b>	<b>EVENT</b>	<b>TYPE</b>	<b>SUBJECT</b>	<b>REPORT REFERENCE</b>
<i>15/10/XX</i>	<i>Drill</i>	<i>Access control - Personnel checks</i>	<i>D111 - Person entering without permission</i>	<i>PF/101/08-D111 dated xx/yy/yyyy</i>

**D111 TIME-TABLE FOR PLANNING**

<b>DAYS TO DRILL</b>	<b>DATE</b>	<b>EVENT</b>	<b>CHECK</b>
D -14	(calendar	Review the Guidelines	
D -14	dates to be	Confirm budget availability for items and/or services to be employed during the drill	
D -12	inserted)	Identify the drill control team	
D -10		Obtain management endorsement if it is required	
D -7		Refine or adjust the Master Events List if necessary	
D -5		Confirm the participants	
D -2		Brief the controllers and issue Letter of Identification, funds, etc.	
D day		Conduct the drill	
D day		Perform the debrief and record the lessons learnt	
D day		Record the conduct of the drill	
D +1		Prepare the written report on the drill	
D +2		Report the conduct of the drill to management	

**CODE WORDS**

Code words are used to provide brevity and clarity in communications during the conduct of a drill. The code words listed below may be used to control the drill. They are generally initiated by the Chief Controller. Additional code words may be coined for specific circumstances.

<b>CODE WORD</b>	<b>MEANING</b>
Drill Start	The drill is to commence
Drill Suspend	The drill is temporarily suspended
Drill Go	The drill is to resume from where it was suspended
Drill Stop	The drill is to be terminated (prematurely)
Drill End	The drill is completed
For Exercise	The message or statement that follows this preamble relates to the drill only, and is not to be confused with real activity. This should be used to prefix all telephone or radio communications relating to simulated events for the drill e.g. "For exercise, I am from the Black September terrorist group. A bomb has been placed in your lobby."
No Duff	The message or statement that follows this preamble relates to a real event or instruction e.g. "No duff, Mr. KLJ has fallen and cut his hand at the Restricted Area Gate 3. Please send a vehicle to pick him up."



Port Facility

*12 October XXXX*

*The Security Officer  
Port Facility*

**LETTER OF IDENTIFICATION**

This is to certify that *Mr. ABC* is a controller in a *Port Facility* maritime security drill being conducted on *17 October XXXX*. Please contact the undersigned and escort *Mr. ABC* to the Security Office.

signed  
*Mr. DEF*  
Port Facility Security Officer

**D111 MASTER EVENTS LIST**

SERIAL NO.	TIME	EVENT/INJECT	EXPECTED RESPONSE	LOCATION
<i>Date: 12 Oct XX</i>				
001	1600	<i>Controller briefing</i>		<i>Meeting point away from the Port Facility</i>
<i>Date: 17 Oct XX</i>				
002	0830	<i>Participant briefing*</i>		<i>Staff canteen</i>
003	0930	<i>Controllers final briefing</i>		<i>Meeting point away from the Port Facility convenient to transportation for “intruders”</i>
004	1000	<i>Controllers at respective positions</i>		<i>Chief Controller at Security Office, ostensibly to check some records</i>
005	1000	<i>“Intruder” 1 to embark transport to the Port Facility</i>		<i>“Intruder” 1 at nearby bus stop ready to embark bus to Port Facility</i>
006	1030	<i>All security staff at respective positions</i>		<i>As appropriate</i>
007	1031	<i>Drill commence</i>		
008	1105	<i>“Intruder” 1 to enter Port Facility by a hole in the fence</i>	<i>Port Facility staff should be able to spot and intercept the “intruder”</i>	<i>South perimeter fence</i>
009	1340	<i>“Intruder” 2 to embark transport to the Port Facility</i>		<i>“Intruder” 2 at nearby bus stop ready to embark bus to Port Facility</i>



<b>SERIAL NO.</b>	<b>TIME</b>	<b>EVENT/INJECT</b>	<b>EXPECTED RESPONSE</b>	<b>LOCATION</b>
<i>010</i>	<i>1410</i>	<i>“Intruder” 2 to enter the Port Facility by slipping through a side gate. He may be assisted by an accomplice to create a distraction</i>	<i>Port Facility staff should be able to spot and accost the “intruder”</i>	<i>Gate C</i>
<i>011</i>	<i>1500</i>	<i>Drill End</i>	<i>Dispersal of personnel</i>	
<i>012</i>	<i>1530</i>	<i>Debrief</i>	<i>Controllers and security staff to report findings and lessons learnt</i>	<i>Staff recreation room</i>

\* Not required if the drill is to be conducted without prior notice to the participants

**D 111 - POSSIBLE DIALOGUE BETWEEN THE SECURITY STAFF AND THE INTRUDERS**

This dialogue serves as a guide to meet the simulation requirements of the drill. It is not meant as a script either for the security staff or the controller, but as a guide to the intent and content of the possible communication.

Security staff to Intruder	<i>Who are you?</i>
Intruder to Security staff	Any false identity may be given.
Security staff to Intruder	<i>Do you have a Port Facility security pass?</i>
Intruder to Security staff	<i>No</i>
Security staff to Intruder	<i>Show me your identification card/papers.</i>
Intruder to Security staff	<i>I didn't bring it.</i>
Security staff to Intruder 1	<i>What are you doing here?</i>
Intruder 1 to Security staff	<i>I want to see Mr. JKL (give random name).</i>
Security staff to Intruder 1	<i>What are you doing here?</i>
Intruder 2 to Security staff	<i>I am here to repair the standby generator</i>

**REPORT ON THE CONDUCT OF SECURITY DRILL D111**

Type of Drill	<i>Access control - Personnel checks</i>
Drill Conducted	<i>Person entering without permission</i>
General objective	<i>To impart a greater sense of awareness among employees of the threat of unauthorized persons within the Port Facility premises</i>
Date and time	<i>15 October XXXX at 0945 hrs.</i>
Duration	<i>5 hrs</i>
Controllers	<i>Mr GHJ, Manager, Safety and Security – Chief controller Mr YHU, Intruder 1 Mr KMJ, Intruder 2 Mr TYU, Accomplice, Intruder 2</i>
Participants	<i>Security staff from Team 2 and Team 3 All participants were briefed on the conduct of this drill</i>
Significant events	<i>1. Two “intruders” were assigned to attempt to penetrate into the company premises by covert means. 2. “Intruder” 1 found a hole in the perimeter fence and tried to enter by climbing through. He was prevented when security staff patrolling the perimeter fence saw him climbing through the hole. 3. “Intruder” 2, who was assisted by an accomplice creating a distraction, gained access through Gate C, which was manned by one security guard. He was eventually spotted by an alert contractor who noticed he did not display a security pass. The contractor reported to security staff who dealt with the “intruder” in accordance with Port Facility security procedures.</i>  <i>Include photographs if relevant</i>



Lessons learnt	<ol style="list-style-type: none"><li>1. <i>Security arrangements must be checked regularly for breaches.</i></li><li>2. <i>Security staff should be alert to, and report breaches in security such as the hole in the fence for remedial action.</i></li><li>3. <i>Two Port Facility staff admitted that they saw “intruder” 2 slip by Gate C, but claimed they thought he had a security pass as they could only see his back. All employees are reminded by this event that they have to be continuously alert to the possibility of intrusions.</i></li></ol>
Follow-up action	<ol style="list-style-type: none"><li>1. <i>The hole in the fence has been mended.</i></li><li>2. <i>Security staff were briefed on the need to report any failure of security arrangements such as fences, surveillance cameras, etc.</i></li><li>3. <i>A circular will be sent to all employees to remind them of the need for security awareness using this drill as a case in point.</i></li></ol>
Performance indicators	<ol style="list-style-type: none"><li>1. <i>From Entry of “intruder” to Detection of the intruder – x mins</i></li><li>2. <i>From Detection of the intruder to Deployment of response team – y mins</i></li><li>3. <i>From Deployment of response team to Arrival at site of detection – z mins</i></li></ol>
Total cost	\$xxx

XYZ Port Facility  
Maritime Security Drill

**Controllers' Briefing**

date

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Access Control – Personnel Checks

**Persons Entering Without Permission**

Drill D111

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Persons Entering Without Permission

Scope

- Date, time, location
- General objective
- Specific objectives
- Required attainments
- Controllers
- Participants
- Scenario
- Controller Mission
- Controller Tasks
- Communications
- Safety
- Debrief



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Persons Entering Without Permission

Drill number: 1/08

Date:

Start Time:

Location:

Estimated End Time:

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Persons Entering Without Permission

General Objective

To impart a greater sense of awareness of the threat of unauthorised persons within the Port Facility premises



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Persons Entering Without Permission

Specific Objectives

- To raise the awareness among employees of the threat of unauthorised personnel entering or within the Port Facility
- To test the procedures for handling intruders in Port Facility premises
- To practice personnel identification and verification procedures
- Meet or better the specified benchmark response times for this drill

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Persons Entering Without Permission

Required Attainments

Security staff will be able to:

- Apply the procedures in the Port Facility Security Plan to prevent entry by intruders through the Port Facility's security measures
- Recognise all intruders within the Port Facility premises
- Challenge and apprehend intruders in accordance with the Port Facility's procedures for personnel identification and verification

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Persons Entering Without Permission

Control Team

- Chief Controller: PFSO, Mr. AAA
- Controllers
  - ✦ Intruder 1 – Mr / Ms. XXX
  - ✦ Intruder 2 – Mr / Ms YYY
  - ✦ Intruder 3 – Mr / Ms ZZZ

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Persons Entering Without Permission

Participants

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Persons Entering Without Permission

Scenario

- Ports are facing an imminent maritime security threat
- The Designated Authority has issued a notification that personnel may be actively targeting Port Facilities
- All security personnel are to be especially vigilant over this period



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Persons Entering Without Permission

Controller Mission

To survey the Port Facility and photograph key installations in order to prepare for a sabotage operation in the near future



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Persons Entering Without Permission

Controller Tasks

Two intruders, assisted by one accomplice, will attempt to enter the Port Facility premises to survey the vulnerabilities for a subsequent sabotage operation



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Persons Entering Without Permission

Controller Tasks

- Intruder 1 - Enter via a hole in the fence at LLL location at 1105. PFSO will arrange for the area to be clear of roving patrol
- Intruder 2 - To enter via Gate 3 when a diversion to distract the guards there is created by Controller 3
- Intruder 3 - To attract the attention of the guards by pretending to discover something interesting in the drain outside e.g. a large snake, and calling their attention to it

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Persons Entering Without Permission

Controller Tasks

- Carry a (hidden) camera each and pretend to take photographs of key installations if entry is successful
- Do not carry any identification documents with you
- Give a false identity when questioned
- Cover Story
  - Intruder 1: Visiting the Port Facility to see Mr. XYZ
  - Intruder 2: Entering the Port Facility to repair the standby generator

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Persons Entering Without Permission

Controller Tasks



- Carry the "Letter of Identification" and tender it if harassed
- If not challenged after conducting the survey over 45 mins. and "taking photos", leave the Port Facility by the main gate

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Persons Entering Without Permission

Master Events List

SERIAL NO.	TIME	EVENT/INJECT	EXPECTED RESPONSE	LOCATION
Date: DD/MM/YY				
001	1600	Controller briefing		Meeting point away from the Port Facility
Date: DD/MM/YY				
002	0830	Participant briefing		Staff canteen / Briefing Room / Etc..
003	0930	Controllers final briefing		Meeting point away from the Port Facility convenient to transportation for "intruders"
004	1000	Controllers at respective positions		Chief Controller at Security Office, ostensibly to check some records
005	1000	"Intruder" 1 to embark transport to the Port Facility		"Intruder" 1 at nearby bus stop ready to embark bus to Port Facility
006	1030	All security staff at respective positions		As appropriate

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Persons Entering Without Permission

Master Events List

SERIAL NO.	TIME	EVENT/INJECT	EXPECTED RESPONSE	LOCATION
007	1031	Drill commence		
008	1105	"Intruder" 1 to enter Port Facility by a hole in the fence	Port Facility staff to spot and intercept the "intruder"	South perimeter fence
009	1340	"Intruder" 2 to embark transport to the Port Facility		"Intruder" 2 at nearby bus stop ready to embark bus to Port Facility
010	1410	"Intruder" 2 to enter the Port Facility by slipping through a side gate. He may be assisted by an accomplice to create a distraction	Port Facility staff to spot and accost the "intruder"	Gate C
011	1500	Drill End	Dispersal of personnel	
012	1530	Debrief	Controllers and security staff to report findings and lessons learnt	Assigned room eg., Staff recreation room

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Persons Entering Without Permission

Communications

- Telephone
- Walkie-Talkie
  - Participants - Channel number
  - Controllers – Channel number
- Mobile phone – please exchange mobile numbers by xxxx hrs.




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Persons Entering Without Permission

Code words

Drill Start	The drill is to commence
Drill Suspend	The drill is temporarily suspended
Drill Go	The drill is to resume from where it was suspended
Drill Stop	The drill is to be terminated (prematurely)
Drill End	The drill is completed
For Exercise	The message or statement that follows this preamble relates to the drill only, and is not to be confused with real activity
No Duff	The message or statement that follows this preamble relates to a real event or instruction

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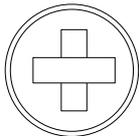
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Persons Entering Without Permission



Safety

Safety Officer:

- Physical safety of personnel is paramount
- There is to be no physical contact between participants and controllers acting as “intruders”, etc.
- Controllers are not to resist “arrest”
- Do not neglect the safety of equipment

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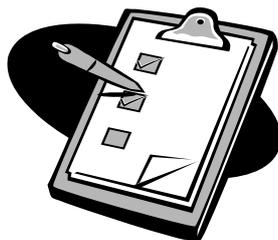
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Persons Entering Without Permission

Debrief

- Location:
- Secretary:
- Attendance
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Persons Entering Without Permission



end

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XYZ Port Facility  
Maritime Security Drill

**Participants' Briefing**

date

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Access Control – Personnel Checks

**Persons Entering Without Permission**

Drill D111

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Persons Entering Without Permission

Scope

- Review of the previous drill
- Date, time, location
- General objective
- Specific objectives
- Required attainments
- Controllers
- Participants
- Scenario
- Port Facility security instructions
- Communications
- Safety
- Debrief
- Update on the ISPS Code/local regulations
- Developments in maritime security



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Persons Entering Without Permission

Review of Previous Port Facility Drill no. X/07

Date conducted:

Objectives:

Lessons Learnt:

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Persons Entering Without Permission

Drill number: Y/08

Date:

Start Time:

Location:

Estimated End Time:

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Persons Entering Without Permission

General Objective

To impart a greater sense of awareness of the threat of unauthorised persons within the Port Facility



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Persons Entering Without Permission

Specific Objectives

- To raise the awareness among employees of the threat of unauthorised personnel entering or within the Port Facility
- To test the procedures for handling intruders in Port Facility premises
- To practice personnel identification and verification procedures
- Meet or better the specified benchmark response times for this drill

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Persons Entering Without Permission

Required Attainments

Security staff will be able to:

- Apply the procedures in the Port Facility Security Plan to prevent entry by intruders through the Port Facility's security measures
- Recognise all intruders within the Port Facility premises
- Challenge and apprehend intruders in accordance with the Port Facility's procedures for personnel identification and verification

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Persons Entering Without Permission

Control Team

- Chief Controller: PFSO, Mr. AAA



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Persons Entering Without Permission

Participants

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Persons Entering Without Permission

Scenario

- Ports are facing an imminent maritime security threat
- The Designated Authority has issued a notification that personnel may be actively targeting Port Facilities
- All security personnel are to be especially vigilant over this period



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Persons Entering Without Permission

**Port Facility Security Instructions**

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Persons Entering Without Permission

Communications

Normal Port Facility security communications is to be used

- Telephone
- Walkie-Talkie
- Mobile phone



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Persons Entering Without Permission

Code words

Drill Start	The drill is to commence
Drill Suspend	The drill is temporarily suspended
Drill Go	The drill is to resume from where it was suspended
Drill Stop	The drill is to be terminated (prematurely)
Drill End	The drill is completed
For Exercise	The message or statement that follows this preamble relates to the drill only, and is not to be confused with real activity
No Duff	The message or statement that follows this preamble relates to a real event or instruction

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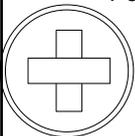
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Persons Entering Without Permission



Safety

Safety Officer:

- Physical safety of personnel is paramount
- There is to be no physical contact between participants and controllers acting as intruders, etc.
- Security staff are not to use abusive language when talking to controllers acting as "intruders"
- Do not neglect the safety of equipment

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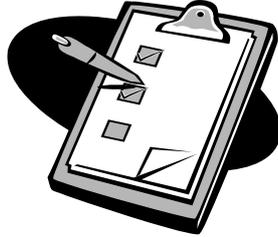
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Persons Entering Without Permission

Debrief

- Location:
- Secretary:
- Attendance
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Persons Entering Without Permission

Updates on the ISPS Code and local Regulations

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Persons Entering Without Permission

Developments in Maritime Security



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Persons Entering Without Permission



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