SCENARIO:
Get someone to try to gain access to the facility without being noticed, or without the proper authority.

TOOLS:
- Tips & Tricks (4) (9) (11) (12)
- Tests in the field

CHECKLIST:
- Alertness: is the attempt noticed, and what action is taken?
- The method by which the person is challenged
- Is there a number to call or a point of contact to report irregularities?
- Does the facility have CCTV? Check whether recorded images can be called up.
  Test using the CCTV to search for unauthorised persons within the facility
- Is a report drawn up?

LOCATION:
- Facility

PARTICIPANTS:
- PFSO
- Security guards
- Facility personnel

OBJECTIVES:
- Awareness
- Prevent unauthorised access
- Create discipline among personnel, so that “unknown” persons are challenged
- Assure correct subsequent action and reporting of the incident
4/TAILGATING

One way of gaining access to a facility is by driving very close behind another vehicle which is permitted to enter. In this way it is possible to get inside the facility with an unauthorised vehicle.

5/Deploy additional personnel

During drills and exercises it is possible to use your own members of personnel and/or extra personnel to carry out additional checks when the security level is raised.

Make sure that these extra people have the necessary resources such as mobile phones, walkie-talkies, contact lists, important telephone numbers, cameras, extra batteries etc. so that they can keep in contact at all times with the right person(s) without having to leave the place where they are told to be operational.

This operation may be part of an exercise. It will check whether security personnel are keeping a proper watch.
8/Identification procedure

Try to obtain confidential information about access procedures by talking to security guards or members of personnel, either personally or on the phone. Claim to be from some organisation and ask questions about the company, guards etc. Ask for various security documents, e.g. the security manual, the security incident form, list of contact persons, bomb alarm report form etc.

Do they know about these documents? Can they find them quickly? Are the available documents up to date?

In this way it is possible to check whether security guards and/or members of personnel react in an alert way when people who do not belong to the facility/company ask for confidential information and try to obtain documents.

9/IDENTITY SWAP

Be alert and on the lookout at all times!

\[ Y \neq X \text{ and } X \neq Y \]

Person X registers at the gate according to the access procedure, showing some form of identity. Pay attention to the person’s physical appearance, and make sure they resemble the ID photograph. It is quite possible for people to swap identities, and for person Y to take the place of X, because they resemble one another.
Be alert and on the lookout! If you notice an object or vehicle that seems to be out of place in your workplace or work environment, report it to the security staff or your immediate superior! In most cases the object or vehicle will not pose any threat, but a healthy dose of awareness – without being paranoid – is always a good thing.

One of way of gaining access in an unorthodox way and at the same time testing the alertness of the security personnel is to do the following during a drill or annual exercise.

Stop a truck on the way to the facility, a few hundred meters away from the gate.

Try to convince the driver that you want to test the alertness of the security personnel as part of an ISPS exercise, and ask him to drive you through the gate.

This is one way of checking whether the security guards know the procedures and follow them correctly.
12/Gain unauthorised access to the facility

It’s only a “window of opportunity,” but by using the cover of a large vehicle it can sometimes be very easy to evade the security and so gain unauthorised entry to the facility.

13/USE A WIDE-ANGLE MIRROR TO CHECK FOR OBJECTS

People reporting at the gate when entering the facility sometimes leave objects behind, out of absent-mindedness. But in some cases objects may be left behind deliberately! It should be second nature for the security guard or porter to check for such objects.

A wide-angle mirror is a very useful tool for detecting objects that may or may not be suspicious.
1/ Try to gain access to the facility by getting a lift with a truck driver.

2/ Look for places where the perimeter fence is damaged, in order to get in.

3/ Try to impersonate somebody at the reception.
   Try to use someone else’s identity card/access pass.
   Plant a dummy access pass at the reception area.

4/ Use some sort of excuse to gain access to the facility. For example:
   • Use the internet to find out the name of someone who works there. Say that you have a present for him or her.
   • Set up a website for a fake company, giving yourself a false identity as a member of the company. Use this to arrange a visit to the facility, and try to gain access this way.

5/ Try to drive in by tailgating another vehicle.

6/ Try to gain access at the reception, knowing perfectly well that you will be refused. Act upset and challenge security, eventually simulate that you are speaking another language.
7/ Leave a briefcase, package or other object behind at the reception area.

8/ Show undue interest in the facility: take photographs, use binoculars, hang around, ask specific questions about the working of the facility, etc.

9/ With one or more other people, get someone to start a conversation with the security guards/reception in order to divert attention, while another person tries to get in without registering, e.g. by slipping under the barrier.

10/ “Infiltrate backwards”: try to get in by working your way against the flow of people coming out, during an evacuation or when a shift is coming off duty.

11/ At security level 2: get one person to drive in, registering normally, but with another person hiding behind the seats or in the boot.

12/ At a smaller entrance or turnstile (not the main entrance/), try to get someone to badge you in, with the excuse that you have lost or forgotten your own badge.

13/ Observe the rail entrance to the facility. Use the time between the train entering and the gate closing behind it in order to nip into the facility.

14/ Try to get more than one person into the facility (on foot or by vehicle/ by badging in with only one access pass. For example, use the blind angle of the camera, if there is one.

15/ Observe the facility and try to discover which barge is moored there. Claim to have some relationship with the bargee or the barge company: family member / insurance agent / surveyor or whatever, in order to gain access.