



Itus Protection Limited Radio Communication Policy

Our contact details

Name: Itus Protection Limited
Address: 167–169
Great Portland Street
London
W1W 5PF

Phone Number: 0330 043 7133
E-mail: Enquires-itusprotection@outlook.com

Radio Communication Policy

1. Introduction

Itus Protection Limited utilizes radio communication systems as a vital tool for effective coordination, collaboration, and communication among security personnel. This Radio Communication Policy outlines the guidelines and procedures for the use of radio communication equipment to ensure efficient and secure communication in the course of security operations.

2. Policy Scope

This policy applies to all security personnel employed by Itus Protection Limited who are issued with or authorized to use radio communication equipment in the course of their duties. It covers the deployment, operation, protocols, and security considerations related to radio communication.

3. Purpose of Radio Communication

Radio communication systems are deployed to facilitate real-time communication between security personnel, supervisors, control rooms, and other stakeholders to coordinate activities, report incidents, and respond to emergencies.

Effective radio communication enhances situational awareness, improves response times, and promotes the safety and security of personnel and assets.

4. Deployment and Use of Radio Equipment

Security personnel shall be issued with radio equipment appropriate for their roles and responsibilities, including handheld radios, earpieces, and accessories.

Radio equipment shall be kept in good working condition, regularly inspected, and maintained according to manufacturer guidelines.

1 of 3
27/04/2024

Itus Protection Limited
V 01.1

5. Operational Protocols

Standardized communication protocols and procedures shall be established and communicated to all security personnel to ensure clear, concise, and professional communication over the radio. Security personnel shall use approved radio codes, call signs, and terminology to convey messages efficiently and accurately.

6. Security and Confidentiality

Radio communications shall be conducted in a secure manner to prevent unauthorized interception or monitoring by third parties.

Security personnel shall refrain from discussing sensitive or confidential information over the radio, including details of security procedures, access codes, or alarm system vulnerabilities.

7. Emergency Communication

In the event of an emergency, security personnel shall prioritize emergency communication channels and protocols to ensure rapid response and coordination of resources.

Emergency codes and signals shall be established and clearly communicated to all security personnel to facilitate efficient communication and response during emergencies.

8. Use of Radio Channels

Security personnel shall use assigned radio channels and frequencies as specified by company policy and regulatory requirements.

Radio channels shall be monitored regularly for incoming calls and messages, and security personnel shall respond promptly and appropriately.

9. Reporting and Documentation

Important information conveyed over the radio, including incident reports, instructions, and requests for assistance, shall be documented promptly and accurately for future reference and accountability.

Security personnel shall maintain logs of radio communications as required by company policy and regulatory requirements.

10. Training and Familiarization

All security personnel shall receive training and familiarization on the proper use of radio communication equipment, including operational protocols, emergency procedures, and security considerations.

Training shall be provided periodically to refresh skills and knowledge and to incorporate updates or changes to radio communication systems or procedures.

11. Compliance Monitoring

Compliance with this Radio Communication Policy shall be monitored regularly through audits, inspections, and reviews to ensure adherence to the guidelines and to identify any areas for improvement or corrective action.

12. Review and Update

This Radio Communication Policy shall be reviewed periodically to ensure it remains accurate, relevant, and effective. Changes may be made to the policy as necessary to address emerging risks, regulatory requirements, or organizational needs.

Conclusion

By adhering to the guidelines outlined in this Radio Communication Policy, Itus Protection Limited can ensure that radio communication systems are used effectively, securely, and professionally to support security operations, enhance coordination and collaboration, and promote the safety and security of personnel and assets.

