



POLICY	Issue: 3.0
Personnel Security Policy	Date: 09/12/2011

Policy Statement

In the interests of national security and ensuring that we are employing individuals with the highest levels of integrity, it is the Civil Nuclear Constabulary (the Constabulary) policy to implement the vetting requirements laid down by Government¹, the Associations of Chief Police Officers (ACPO/S) and those required by Nuclear Industries Security Regulations (NISR) 2003.

Aims of the Policy

The aim of the policy is to ensure that no one is employed in connection with our work who:

- a. is, or has been, involved in, or associated with any of the following activities:
 - i. Espionage;
 - ii. Terrorism;
 - iii. Sabotage;
 - iv. Actions intended to overthrow or undermine Parliamentary democracy by political, industrial or violent means.
- b. is, or has recently been:
 - i. A member of any organisation which has advocated such activities;
 - ii. Associated with any such organisation, or any of its members in such a way as to raise reasonable doubts about the individual's reliability.
- c. is susceptible to pressure or improper influences, for example, because of current or past conduct.
- d. has shown dishonesty or lack of integrity which throws doubt upon their reliability.
- e. has demonstrated behaviour or is subject to circumstances which may otherwise indicate unreliability.

This criteria is applied to all Police Officers, Police Staff, Contractors and others who have access to; Protectively Marked (PM) assets, Nuclear Materials (NM), sites or areas which are subject to licensing by the Office for Nuclear Regulation (ONR).

¹ HMG Security Policy Framework (SPF).

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Human Rights and Equality

Assessed Human Rights and Equality Impact Level; Low. The requirements of this policy do not impinge upon human rights.

Objectives of Personnel Security

The purpose of personnel security measures is to provide an acceptable level of assurance as to the integrity of people who are to be given authorised access to PM police or government information or valuable assets belonging to or entrusted to the Constabulary or nuclear companies. This aims to ensure that individuals, who need access to such assets in order to carry out their roles, are less likely to be susceptible, for whatever reason or motive, to temptation or pressure that could cause them to abuse the access they are given.

- a. Baseline personnel security measures will be applied by Police Officers, Police Staff and Contractors to protect valuable police and government assets.
- b. The Office for Nuclear Regulation (ONR) is the designated vetting agency for the Constabulary and as such will undertake appropriate checks on individuals according to the level of clearance required.
- c. Although checks and enquiries on the identity and background of individuals can provide certain levels of assurance about their reliability, vetting cannot be a total guarantee of reliability. Good personnel security is dependent, crucially, on being backed up and maintained by the effective management of people within the organization.
- d. The management of security is a line management issue. Managers have a responsibility for briefing their Police Officers, Police Staff and Contractors, as appropriate, on their personal responsibilities for the protection of assets under their control and the high standards of security expected.

Security Approval & Security Clearance within the Organisation

We use the recognised Government² levels of security approval or security clearance. The clearance levels relate to the degree of access required by the individual in order to carry out their role effectively and, with regard to access to NM, as required by NISR³. These levels of clearance are;

- a. Baseline Personnel Security Standard (BPSS);
- b. ACPO Police Recruitment Vetting;
- c. Counter Terrorist Check (CTC);
- d. Security Check (SC); and
- e. Developed Vetting (DV).

² HMG Security Policy Framework, Security Policy N° 3

³ NISR 2003, Part 2 Ch1

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NOT PROTECTIVELY MARKED

CTC, SC and DV are all 'formal' levels of security clearance. On occasions, where Contractor clearance is required, a CTC must be applied wherever the security of NM is a key or only factor and where SC or DV security clearance is not deemed appropriate. It is to be conducted in conjunction with the BPSS stage of clearance and shall not be used on its own.

Identifying the Correct Level of Clearance

To ensure that individuals in appointments involving access to sensitive and valuable assets have the right level of clearance, the Security Manager (SyM) in conjunction with Human Resources are required to:

- a. undertake a minimum clearance of BPSS, including checks as required by ACPO Police Recruitment vetting, for all Police Officers, Police Staff and, Contractors.
- b. determine, in strict accordance with the criteria set out above, those appointments for which they are responsible that require either a SC or DV clearance.
- c. ensure that the correct levels of clearance are applied to Contractors.
- d. ensure that the number of SC and DV clearances are kept to a minimum and security clearances are not carried out at a higher level than is necessary.
- e. ensure that appointments involving access to PM information covered by international agreements (e.g. Atomic), are cleared to the appropriate level and have had the appropriate briefings regarding compartmented information.

This policy is enacted by the following Management System documents:

CNC/PP/0421	Principles of Personnel Security – Vetting Procedures
CNC/PP/0423	Personnel Security: Procedures for Baseline Standard Clearance
CNC/PP/0424	Personnel Security: Procedures for Security Check Clearance
CNC/PP/0425	Personnel Security: Procedures for Developed Vetted Clearance
CNC/PP/0426	Personnel Security: Role of the supervisor and security clearance decisions
CNC/PP/0427	Personnel Security: Travel to Northern Ireland, RoI and Overseas
CNC/PP/0673	Personnel Security: CNC Employees & Line Managers Individual Security Responsibilities.

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