

Surveillance Briefing – Op Carton

1. Distro-serve a distribution warehouse, Trotters Lane Industrial estate, Loughton (Geographia page 134) are losing 5 or 6 new computer workstations each week. They have established how the items are being taken from the warehouse and now want to know who it is that is receiving them. They have identified one specific driver who they believe to be the person taking the items out of the premises. Because of the type of equipment being stolen the company are sure that they are all going to someone who supplies the equipment to offices etc.
2. The objective of today's operation is to carry out surveillance on the driver Mr ***** and identify the company or person receiving the stolen items. He will be driving a white lorry registration number PB 08 NFG. This is sign written with Distro-serve on the sides and on the back shutter.
3. As we are working for a private company this operation does not fall under the Regulation of Investigatory Powers Act and no authorities are necessary. We will carry out the operation and ensure we act proportionately and within the law in order that the evidence we obtain will be admissible in a court of law.
4. We are using a 3 man surveillance team using one car, one van and a motorcycle. We will all be identified on radio and on surveillance logs by our initials.
5. JHG will be keeping the log for this operation.
6. All three members of the team will be using both still and video images of the person of interest who will be identified as POI 1.
7. We have been supplied with a list of the 8 registered drops the driver is due to make today and the number of

cartons that should be off loaded at each drop. You have been supplied with a copy of this list. We do not know what order the driver will make the drops in this is his decision at the time.

8. The operation begins at 08:30 hours at the warehouse entrance and CC will take eyeball on the vehicle while it is in the yard from the public car park opposite the entrance to the premises. There is a sandwich van on the car park and this provides a good view of the target vehicle and the exit from the yard. The vehicle normally leaves the yard at 09:00 hours
9. We will then follow the vehicle to all the drops and video the driver unloading the cartons.
10. The company do not want police involvement at this time but this may change when we identify who is taking the stolen items. We have to inform the company as soon as we identify where the stolen goods have gone, keep the premises under observation and then act on his instructions which will be either to call the police or stand down.
11. We will be on channel 1 on the radios. All have fresh fully charged batteries on them and you will have one spare fully charged battery with you. Check that the radios are working properly before leaving this briefing.
12. All video cameras will have a new unused tape or disc in them. Ensure that all camera batteries are fully charged and that you have a spare one with you. Ensure that you have a spare tape or disc with you.
13. Once the operation is stood down we will convene as soon as possible in a suitable location so we can all check and sign the surveillance logs and seal the video tapes in exhibit bags.
14. A confidential report will then be delivered to the client along with all tapes and discs and with the surveillance logs and if necessary witness statements.

15. Should the police become involved on the client's instructions then all evidence will be handed to them.
16. There are no known health and safety risks but I remind you all to comply with all road traffic law.
17. While using still or video cameras bear in mind the possibility of collateral intrusion and make efforts to ensure this is kept to a minimum.