



# **MVT**

# **Critical Incident Procedure**

# **Policy**

**V1.02 November 2025**

## Previous Versions

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Reason</b>
1.01	February 2020	S Bromley S Johnson	Policy Initiated
1.02	November 2025	S Bromley	Updates and reformat



# MVT Critical Incident Procedure Policy

**Context:** The Military Vehicle Trust is the World’s largest organisation of ex-military vehicle owners and enthusiasts and is dedicated to “keeping our mechanical veterans alive”. We have been a Registered Charity since 1987 and our Charitable Purposes are set down in a document called our “Memorandum of Association”.

*The Trust is established for the purpose of restoring and preserving military vehicles of historical interest and the preservation of books, drawings, records, documents, sound and visual recordings, films, photographs and other media and ephemera relating to such vehicles, their history and development, and promoting and encouraging the same aim in others.*

Our Core Values are summarised in our three aims:

*Conserve and Restore, Educate and Inspire and Honour and Respect*

**This policy sets out the MVT’s procedure in dealing with Critical Incidents.**

1. The Military Vehicle Trust is committed to identifying weaknesses and proactively works towards an improved security culture within all its events and activities.
2. We constantly monitor and evaluate the national terrorist threat levels and consider the broad nature of the threat combined with specific business and geographical vulnerabilities and judgements on acceptable risk.
3. The following is a guide to appropriate actions when organising events.

Threat Level	Meaning	Action
LOW	An attack is highly unlikely	Continue
MODERATE	An attack is possible, but not likely	Continue
SUBSTANTIAL	An attack is likely	Review with the appropriate authorities and take advice to continue or cancel the event
SEVERE	An attack is highly likely	
CRITICAL	An attack is highly likely in the near future	

Given the nature of our events and activities, we ask all our members to maintain a high level of vigilance and they are asked to keep their belongings with them at all times. We advise the following:

**Contact 999 for imminent threat.**

**Contact the anti-terrorist hotline to report suspicious activity 0800 789321.**

## 4. Suspicious Items

When dealing with suspicious items:

- Do not touch.
- Try and identify an owner in the immediate area.

- If you still think it's suspicious, don't feel embarrassed or think somebody else will report it.
- Report it to a member of security.
- Do not use mobiles in the vicinity.
- Move away to a safe distance - even for a small item such as a briefcase move at least 100 meters away.
- When dealing with suspicious items, apply the four Cs - Confirm, Clear, Communicate and Control.

The HOT protocol may be used to inform your judgement:

- Is it hidden?
- Has the item been deliberately concealed or is it obviously hidden from view?
- Is it obviously suspicious?
- Does it have wires, circuit boards, batteries, tape, liquids or putty-like substances visible?
- Do you think the item poses an immediate threat to life?
- Is the item typical of what you would expect to find in this location?
- Most lost property is found in locations where people congregate. Ask if anyone has left the item.
- If the item is assessed to be unattended rather than suspicious, examine further before applying lost property procedures.
- Communicate – call 999 and inform security staff.
- Do not use radios within 15 metres.

## 5. Firearms and Weapons Attack

### Run, hide, tell – stay safe

#### Run

- Escape if you can.
- Consider the safest options.
- Is there a safe route? Run if not, hide.
- Can you get there without exposing yourself to greater danger?
- Insist others leave with you.
- Leave belongings behind.

#### Hide

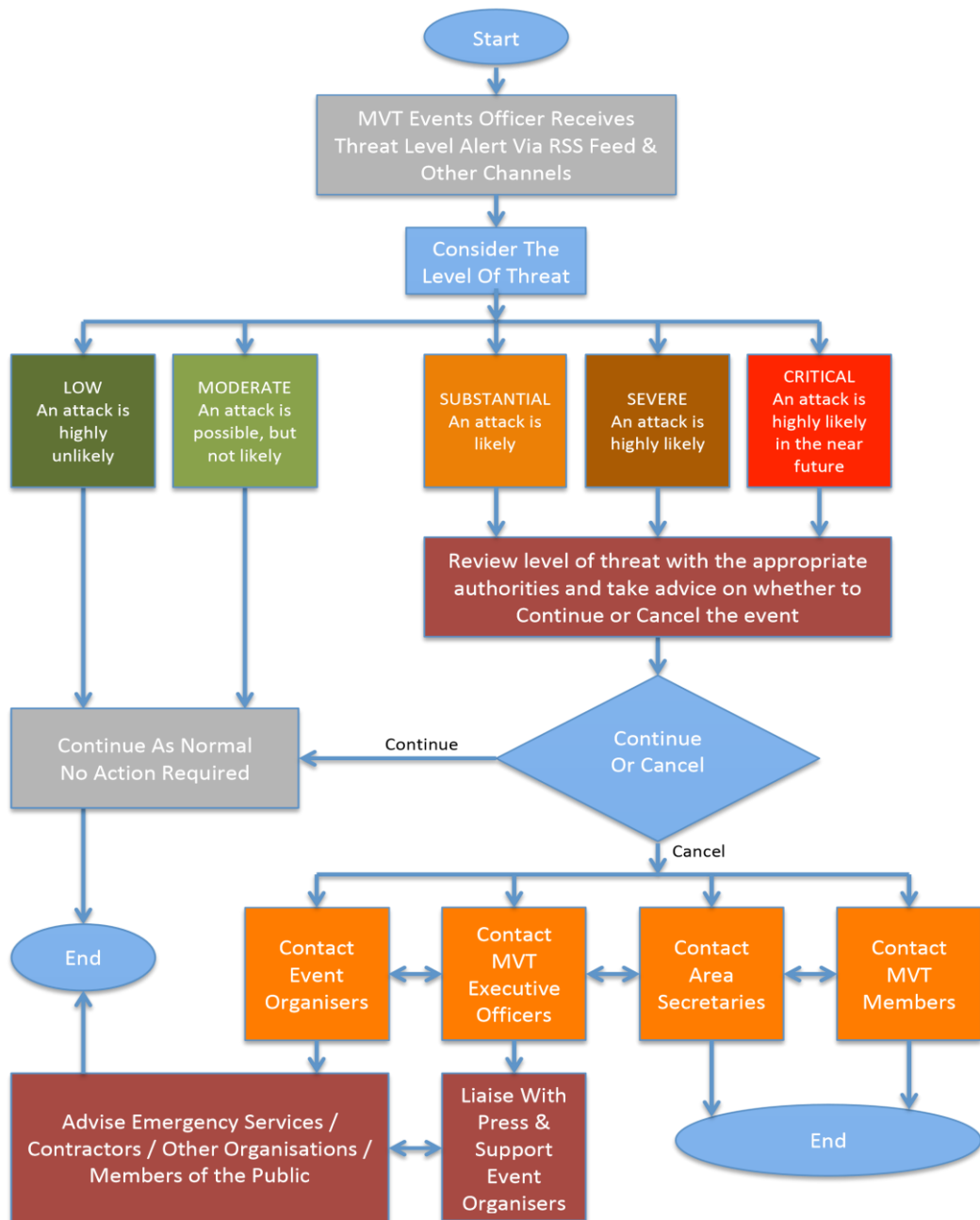
- If you cannot run, hide.
- Find cover from gunfire.
- If you can see the attacker, they may be able to see you. Cover from view does not mean you are safe. Bullets go through glass, brick, wood and metal.
- Find suitable cover from gunfire, eg, substantial brickwork or heavy reinforced walls.
- Be aware of your exits.
- Try not to get trapped.
- Be quiet, silence your phone.
- Lock/barricade yourself in.
- Move away from the door.

## Tell

Call 999. What do the police need to know? If you cannot speak or make a noise, listen to the instructions given to you by the call taker:

- Location – where are the suspects?
- Direction – where did you last see the suspects?
- Descriptions – describe the attacker, numbers, features, clothing, weapons, etc.
- Further information – casualties, type of injuries, building information, entrances, exits, hostages, etc.
- Stop other people entering the building if it is safe to do so.

## Threat Monitoring & Communication Process



## 6. Policy Updates

From time to time the trust will review this Policy, and any changes will be posted on the trust's website.