

BS 8418:2015



BSI Standards Publication

Installation and remote monitoring of detector-activated CCTV systems – Code of practice

bsi.

...making excellence a habit.™

Publishing and copyright information

The BSI copyright notice displayed in this document indicates when the document was last issued.

© The British Standards Institution 2015

Published by BSI Standards Limited 2015

ISBN 978 0 580 84981 7

ICS 13.310; 33.160.40

The following BSI references relate to the work on this document:

Committee reference GW/1/10

Draft for comment 14/30293253 DC

Publication history

First published September 2003

Second edition, July 2010

Third (current) edition, January 2015

Amendments issued since publication

Date	Text affected
------	---------------

Contents

Introduction 1

1	Scope	1
2	Normative references	1
3	Terms, definitions and abbreviations	2
4	CCTV system planning and design	6
5	Installation	16
6	Commissioning	17
7	Setting/unsetting procedures of the CCTV system on the supervised premises	20
8	Responsibilities and considerations	21
9	RVRC operator procedures	23
10	Management and operation of the RVRC	24
11	RVRC procedures and documentation	25
12	Activation management	27
13	Service levels	27
14	General maintenance and personnel screening	27

Annexes

Annex A (informative)	Diagrams for positioning detectors	29
Annex B (informative)	Factors affecting the design requirements for a detector-activated CCTV system	34
Annex C (informative)	Types of technology used in detection equipment	35
Annex D (informative)	Illumination of the field of view of the camera	37
Annex E (normative)	Checklist criteria for the commissioning of a detector-activated CCTV system	38
Annex F (informative)	Setting procedure with a detector in the active state	40
Bibliography		41

List of figures

Figure A.1	– Alignment of long range and wide angle detectors	29
Figure A.2	– Correctly positioned detectors near a supervised premises boundary	30
Figure A.3	– An incorrectly adjusted detector facing an entrance gate, where the detection exceeds the secure area	31
Figure A.4	– An incorrectly positioned detector providing a detection area outside the field of view of the camera	32
Figure A.5	– Example of multiple cameras positioned to view the total detection area	33
Figure D.1	– Correct artificial illumination of the field of view of a camera	37

List of tables

Table 1	– Tamper detection and indication	12
Table 2	– Fault recognition and indication	13
Table E.1	– Template for the commissioning of a CCTV system	38

Summary of pages

This document comprises a front cover, an inside front cover, pages i to iv, pages 1 to 42, an inside back cover and a back cover.

Foreword

Publishing information

This British Standard is published by BSI Standards Limited, under licence from The British Standards Institution, and came into effect on 31 January 2015. It was prepared by Subcommittee GW/1/10, *Closed circuit television (CCTV)*, under the authority of Technical Committee GW/1, *Electronic security systems*. A list of organizations represented on this committee can be obtained on request to its secretary.

Supersession

The Technical Committee recognizes that suppliers of products and services within the scope of BS 8418 might require time to comply with the provisions of BS 8418:2015. For this reason, the provisions of BS 8418:2010 will remain effective for 6 months after the publication date of this British Standard.

This British Standard supersedes BS 8418:2010, which will be withdrawn on 31 July 2015.

Information about this document

This is a full revision of the standard, and introduces the following principal changes:

- The need to carry out a threat assessment and risk analysis and produce an Operational Requirement document to reflect the requirements of BS IEC 62676-4 has been included.
- Clarified the use of portable/mobile systems within the standard.
- Relaxed some of the tamper recommendations and provided a tamper protection/indication table to add clarity to the requirements.
- Included a fault recognition/indication table to provide clarity to the recommendations.
- Decreased the number of event memory recommendations.
- The need for an Uninterruptable Power Supply (UPS) is now determined by threat analysis and risk assessment.
- Signalled the need for a minimum of one data transmission path. Further paths determined by threat analysis and risk assessment.

Use of this document

As a code of practice, this British Standard takes the form of guidance and recommendations. It should not be quoted as if it were a specification and particular care should be taken to ensure that claims of compliance are not misleading.

Any user claiming compliance with this British Standard is expected to be able to justify any course of action that deviates from its recommendations.

Presentational conventions

The provisions of this standard are presented in roman (i.e. upright) type. Its recommendations are expressed in sentences in which the principal auxiliary verb is "should".

Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.

The word “should” is used to express recommendations of this standard. The word “may” is used in the text to express permissibility, e.g. as an alternative to the primary recommendation of the clause. The word “can” is used to express possibility, e.g. a consequence of an action or an event.

Notes and commentaries are provided throughout the text of this standard. Notes give references and additional information that are important but do not form part of the recommendations. Commentaries give background information.

Contractual and legal considerations

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard cannot confer immunity from legal obligations.

Introduction

Closed circuit television (CCTV) systems, also known as video surveillance systems (VSS), installed and monitored in accordance with this standard are capable of obtaining a response to a confirmed incident from the police (or other responding authority).

The key principles of this standard are to assist in ensuring that the integrity and effectiveness of an installed CCTV system are not compromised. The resilience and quality of the CCTV system need to be maintained at all times and in all environments in which the system is required to work.

When a detector senses an event, images are transmitted to, and displayed at, an RVRC and this is regarded as an activation. Prior to taking action, RVRC operators view these images for a period of time. Under normal circumstances an emergency response is only requested by the RVRC if there is positive evidence in these images of unauthorized access to the secure area and of actual criminal or other untoward activity, i.e. an incident.

1 Scope

This British Standard gives recommendations for the design, installation, commissioning, maintenance, operation and remote monitoring of detector-activated CCTV systems, whether "permanent" or temporary/portable.

This standard applies irrespective of the length of time the CCTV systems are installed and/or whether the equipment can be re-used on another site.

This standard is intended to provide recommendations to the following parties:

- a) CCTV companies, on best practice for the design, installation, commissioning, maintenance and operation of detector-activated CCTV systems;

NOTE This includes the installation and maintenance engineers working for the CCTV company.

- b) Remote video response centres (RVRCs) monitoring CCTV systems; and
- c) customers regarding the management of CCTV systems.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

BS 5979:2007, *Remote centres receiving signals from fire and security systems – Code of practice*

BS 7671, *Requirements for electrical installations – IET wiring regulations – Seventeenth edition*

BS 7858, *Security screening of individuals employed in a security environment – Code of practice*

BS 7958:2009¹⁾, *Closed-circuit television (CCTV) – Management and operation – Code of practice*

¹⁾ At the time of publication, BS 7958:2009 is under review.