



beyond.pl

BEYOND.PL SP. Z O. O.

ul. Adama Kręglewskiego 11

61-248 Poznań

Poland

P-31 – VEHICLE SECURITY CHECK

Document indication:	P-31
Version:	03
Date of issue:	2024-05-13
Created by:	Dariusz Sobkowiak
Approved by:	Dariusz Sobkowiak
Confidentiality level:	Internal Unclassified

CHANGELOG

Date	Version	Created by	Description
2019-02-15	02	Dariusz Sobkowiak	Changes related to address.
2024-05-13	03	Dariusz Sobkowiak	Removal of the phrase "CBTI" from the content.

CONTENTS

1. GOAL OF THE PROCEDURE, USERS.....	4
2. RANGE OF PROCEDURE.....	4
3. INSTRUCTIONS OF PROCEDURE.....	4
4. RELATED DOCUMENTS.....	5

1. GOAL OF THE PROCEDURE, USERS

The **purpose** of the procedure is to organize and systematize the verification procedure for items carried to the Beyond.pl Data Center 2 Campus.

The **users** of this document are Beyond.pl's physical security personnel of the Data Center 2 Campus and all non-Beyond.pl personnel who enter the Data Center 2 premises behind gate BR02 with a vehicle (including contractors, subcontractors, Guests, Maintenance Services, Customers, referred to further as **Visitors**).

2. RANGE OF PROCEDURE

The procedure does not apply to vehicles which are indicated in *F-36 - List of vehicles authorized to enter the server room parking* as well as emergency vehicles (Fire Rescue, Police, Ambulances). All other vehicles, only if there is a formal justification of entering the premises behind the BR02 gate, are subject to control according to *P-31 - Vehicle Security Check*. Notwithstanding the foregoing the driver and the passengers are obliged to undergo an individual screening according to *P-30 - Personal Security Check - Metal Detection and Baggage Screening*.

Legal basis: Act of 22 August 1997 r. on the protection of persons and property (Dz. U. 1997 nr 114 poz. 740).

3. INSTRUCTIONS OF PROCEDURE

- The driver and the passengers are obliged to follow the instructions given by a security staff member.
- A security staff member may request from the driver and the passengers to leave the cockpit and to open the trunk in order to perform a visual assessment of the vehicle's interior content, however he should be accompanied by at least one of the passengers or the driver.
- A security staff member by using appropriate tools verifies if the vehicle does not carry dangerous materials unjustified in the form *F-38 – Work Permit Application*.
- ***Carrying any types of pyrotechnics and explosive materials as well as weapons including firearms, side arms, tasers, stun guns and other similar weapons are strictly prohibited.***
- In the event that the security control detects that the Visitor is equipped with any of the respective weapons, the security staff member will not allow the Visitor to access the restricted area behind the BR02 gate and will request to leave the premises.
- Transport of dangerous and hazardous materials such as: toxic materials, explosive materials, radioactive materials is prohibited under any circumstances.
- Transport of potentially dangerous materials such as: acids, self-igniting materials, compressed gas, flammable materials, combustible materials, poisonous substances, toxic substances, volatile substances, refrigerant is possible only under specific circumstances. Justification of transporting such materials should be provided by the Visitor using *F-38 – Work Permit Application*.
- In the event that the security control detects that the Visitor - Client carries dangerous materials, the security staff member will not allow to pass the BR02 gate to the unloading carport and will request to leave the premises.

- In the event that the security control detects that the Visitor - Service Center carries dangerous materials which transport has not been justified in the form F-38, the security staff member will not allow to access the restricted area behind the BR02 gate and will request to leave the premises.
- Procedure P-31 should be performed together with *P-30 - Personal Security Check Procedure*.

4. RELATED DOCUMENTS

P-30 - Personal Security Check.

Approved by

Date and Signature