

## **Non-Police Personnel Vetting (NPPV)**

Any person who is not a Police Officer, member of Police Staff or Special Constable including agency staff and others MUST be NPPV vetted if they require any unsupervised access to Police sites or systems.

Vetting does not apply to a visitor under permanent supervision of member of staff who must take full responsibility at all times including entrance and exit from the site.

Non Police Personnel Vetting (NPPV) is applied in full or abbreviated form. The majority of cases only require the abbreviated NPPV clearance (a similar standard to Police Staff). Some contractor roles may require enhanced vetting in the form of a full NPPV; this includes a national security clearance as well as financial enquiries. The persons requiring this vetting level will mainly have access to forces' IT 'confidential' systems. The Force Vetting Manager will decide the appropriate level in each case.

Completed vetting forms for all such persons will be forwarded to the Force vetting unit to make the necessary enquiries including the following:

- Identity
- Criminal records
- Relevant intelligence databases including Special Branch
- Address
- Associates/family
- Any other enquiry deemed relevant in each individual case

No access to police sites or systems will be allowed until vetting clearance has been granted. The Force vetting unit will make every effort to expedite enquiries where urgent clearance is required.

Non-police personnel refused security clearance will not be allowed access to police premises and systems. There is no right of appeal and they may not necessarily be informed of the reason for the failure.

Where a contractor or partner has been subject to appropriate vetting clearances by another recognised agency or police force this may be acceptable at the discretion of the local Force vetting manager.

NPPV clearance will typically last for 5 years before it requires renewal but will be subject to annual review by the Force vetting unit.