

## AGENDA

### CFPA Security Commission 30<sup>th</sup> meeting

Web-Meeting  
16<sup>th</sup> March 2021

Meeting Time: **09.00 – 12.00 h CET**

<b>1</b>	<b>Approval of the Agenda for the 30<sup>th</sup> Meeting .....</b>	<b>1</b>
<b>2</b>	<b>Approval of the Minutes of the 29<sup>th</sup> Meeting .....</b>	<b>1</b>
<b>3</b>	<b>Membership CFPA SC .....</b>	<b>1</b>
<b>4</b>	<b>Members' reports.....</b>	<b>2</b>
<b>5</b>	<b>Reports from CFPA Europe .....</b>	<b>2</b>
5.1	<b>General Assembly .....</b>	<b>2</b>
5.2	<b>Management Committee .....</b>	<b>2</b>
<b>6</b>	<b>Security Guidelines for Businesses .....</b>	<b>2</b>
<b>7</b>	<b>Arson Document.....</b>	<b>2</b>
<b>8</b>	<b>Next Projects.....</b>	<b>3</b>
8.1	<b>Security Guidelines for Museums – Revision.....</b>	<b>3</b>
8.2	<b>SSF Cyber Security .....</b>	<b>3</b>
<b>9</b>	<b>News .....</b>	<b>4</b>
<b>10</b>	<b>Information on Movements .....</b>	<b>4</b>
<b>11</b>	<b>Overview of the SC Developments .....</b>	<b>4</b>
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### 1 Approval of the Agenda for the 30<sup>th</sup> Meeting

file: [21001 AGENDA CFPA-E\\_SC\\_30](#) (uploaded to cfpa-e.eu)

SC is asked to comment respectively to confirm the current agenda.

### 2 Approval of the Minutes of the 29<sup>th</sup> Meeting

file: [20005 MINUTES CFPA-E\\_SC\\_29.pdf](#) (uploaded to cfpa-e.eu)

SC is asked to comment respectively to confirm the minutes of the last meeting.

### 3 Membership CFPA SC

Members of CFPA SC:	mobile number (please check the numbers)	participating
– Bruno Pinto, APSEI	(mobile number?)	
– Anna Villani, Italy, AIAS	+39 349 6779 350	
– Ingeborg Schlosser, Germany, VdS (Chair)	+49 173 8894 483	
– Jeanine Driessens, Belgium, ANPI	+32 472 1001 09	
– Jesper Florin, Denmark, DBI	+45 513 5370 7	
– John Briggs, UK, FPA	+44 753 5457 123	

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- Lauri Lehto, Finland, SPEK (Vice Chair) +35 840 3583 810
  - Mirna Rodríguez, Spain, Cepreven +34 618 7167 77
  - Paulus Vorderwülbecke, Germany, VdS +49 173 8894 516
  - Per Klingvall, Sweden, SSF +46 703 0168 05
  - Peter Brun, Swiss, Swiss Safety Center +41 799 4796 89
  - Oguz Erkule, Turkey, fppa +90 532 375 2575
  - Tommy Arvidsson (director CFPA) +44 795 0294 146
- France, CNPP, to be named

## 4 Members' reports

The participating members are asked to report how the challenges due to the Corona disease are evolving.

Members are also asked to share their experiences regarding training (online-/hybrid-training, new training courses).

## 5 Reports from CFPA Europe

### 5.1 General Assembly

New will be reported.

### 5.2 Management Committee

file: [21002 Quality in products.pdf](#) (uploaded to cfpa-e.eu)

An important topic for CFPA Europe is to improve and ensure quality in our work. A document from MC with several ideas is distributed. SC is asked to discuss and provide its opinion and comments.

## 6 Security Guidelines for Businesses

current version: [20002 Security Guidelines Business.docx](#) (uploaded to cfpa-e.eu)

(uploaded to cfpa-e.eu.)

The SC work on the guidelines are almost completed. All changes were taken into account and the Security Guidelines Businesses will be layouted.

After this SC will be informed to proceed the final check and the document. It will then be given to CFPA for ratification. The final step will be the review and possible recommendation by the Expert Group 5 to the Prevention Group of Insurance Europe.

## 7 Arson Document

current version: [20010 Arson Document FINAL DRAFT.pdf](#) (uploaded to cfpa-e.eu)

The document has been finally discussed and comments from GC have been taken into account. Currently the layout is executed. After this the document will be given to the CFPA for ratification. After ratification, Insurance Europe will be asked for endorsement.

## 8 Next Projects

Decision on further proceeding, details will be discussed in future meetings.

### 8.1 Security Guidelines for Museums – Revision

IE has endorsed officially the CFPA Europe Guidelines “Security Guidelines for Museums” (CFPA-Guidelines no. 5:2012 /S).

- For the next revision of the guidelines, EG5 recommends to put a note beneath chapter ‘3.2 Electronic Surveillance’ to point out that at present hardly any class 4-IAS-products are available.
- A second note should illustrate that e.g. insurers or originators of an exhibition may formulate own – possibly higher – requirements as written in the guidelines.
- Regarding chapter ‘3 Protection Measures’ that is discussing doors and windows, EG5 recommends to put a note to clarify that, depending on the individual risk, not only facade elements of RC 2 but elements of RC 3 elements should be used.
- Regarding chapter ‘3.1.8 Safes’ EG5 recommends not to highlight VdS or other dedicated laboratories by showing its certification plate but to name EFSG-approval as a meaningful goal. As far as it is available it’s recommended to change the VdS-certification plate to the EFSG-Plate.

EG5 recommends to add a note at the end of chapter ‘3.11 Security Fog Devices’ that points out the fact that the European standard EN 50131-8 is dealing with technical requirements of such systems.

The topic has to be discussed in detail.

A text for news (including endorsement by Insurance Europe) on the web page has to be elaborated.

### 8.2 SSF Cyber Security

current version: [18032a CFPA SSF 1101 Edition 1, SSF Cyber Basic - commented Vw.pdf](#)  
([18032 CFPA SSF 1101 Edition 1, SSF Cyber Basic.pdf](#) – uploaded to cfpa-e.eu)

SC decided in its meeting in October 2019 to work on this document and Per will coordinate comments on this document.

Time schedule for comments is to be agreed. So the results can be discussed during SC-meeting in October 2021.

Some remarks on SSF 1101 which have not been discussed, yet:

- 4.1.2 It is recommended to describe how the “regular random inspections” shall be carried out. A mere request of this seems not being sufficient. “Note Information backed up may be checked by carrying out regular random inspections.”
- 4.1.3 The question arises if it is necessary to use active software protection for Apple mobile devices (opposite opinions are known, however, do we have experts to give substantiated answers on this?). “Software for protection against malicious code: ...”
- 4.1.3 The note could be formulated more clearly. The intention is surely not to draw the user’s attention on dangerous web sites but to protect against malicious code. “Software for protection against malicious code:”
- 4.2.1 Regarding the note the question arose if the Google Play Store can be accepted as safe. “Note Downloading applications to mobile phones and tablets from trusted sources involves the AppStore, Google Play Store or the organisation's own internal site for approved programs and applications, for example.”

## 9 News

To be reported.

## 10 Information on Movements

Due to the particular challenge of meeting online, it is recommended to postpone the other topics that would be on the agenda otherwise until our next face-to-face meeting.

The skipped topics are:

- Reports on projects of the members
- Further SC\_tasks and plans
- Reports from the other working groups.

If the person in charge informs Paulus (please not later than two weeks after the 29<sup>th</sup> meeting) on respective news and information on

- General Assembly CFPA International
- Training Commission
- Guideline Commission
- Marketing and Information Commission

## 11 Overview of the SC Developments

The following programmes and developments are served by CFPA SC.  
(updated before the 30<sup>th</sup> meeting)

Item	Name	File	Status	To do
6	Security Guide- lines for Busi- nesses	<a href="#">19022 Security Guidelines Businesses.docx</a>	final prepa- rations	layout, publication
7	Arson Document	<a href="#">20010 Arson Document FINAL DRAFT.pdf</a>	final prepa- rations	layout, publication
postponed	Coordination of Training Courses	no working document	discussion	in process
postponed	SSF Cyber Secu- rity	<a href="#">18032 CFPA SSF 1101 Edition 1, SSF Cyber Basic.pdf</a>	discussion	in process
postponed	Trainings on Cyber Security	no working document, yet	discussion	in process
postponed	Guideline Pack- ages (Permanent Topic)	<a href="#">19008 CFPA Guidelines, Target Groups SC.xlsx</a>	reworked	finalised (for now)
postponed	Training Align- ment	<a href="#">19023 training content (example) Security-Tech- nical-Cycle.xlsx</a>	discussion	in process
postponed	New Preamble	<a href="#">19017 Preamble for all new guidelines.docx</a>	information	closed

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Guidelines No 11	Cyber Security for Small and Medium Enterprises	18012 Guidelines Cyber Requirements.pdf	published	–
Guidelines No 10	Protection of Business Intelligence	16022 Guide for Business Intelligence in Companies.pdf	published	–
Guidelines No 9	Metal Theft	17002 Metal Theft 09-2016-S FINAL.pdf	published	–
Guidelines No 8	Security in Schools	16035 Guidelines Security in Schools 08-2016-S FINAL.pdf	published	–
Guidelines No 7	Developing Evacuation and Salvage Plans for Works of Art and Heritage Buildings	17003 Evacuation and Salvage Plans 07-2015-S FINAL.docx	published	–
Guidelines No 6	Guidelines for Safe Emergency Exit Doors (non-residential)	Guidelines Emergency Exit Doors in non-Residential Premises 06 – 2014-S.docx	published	–
Guidelines No 5	Guidelines Museums Security	Guidelines Museums 05 ... .doc	published	–
Guidelines No 4	Guidance on Keyholder Selection and Duties	Guidance on Keyholder Selection and Duties 04-2010 110706	published	–
Guidelines No 3	Electronic Security Systems in Empty Buildings	Guidelines Electronic Security Systems _Security Systems Empty Buildings 03-2010-S	published	–
Guidelines No 2	Protection of Empty Buildings	Guidelines Protection of Empty Buildings 02-2010-S	published	–
Guidelines No 1	Arson Prevention Document	Guidelines Arson Document 01-2010-S	published	intended for revision
Guidelines base document	Guidelines for Burglar Resisting Glass Cabinets	GlassCabinets 121017 001	internal document on file	–
Training No 8	Intruder Alarm Systems	14015a Training Template Intruder Alarm Technique 2014-03-27.doc	published	
Training No 7	CCTV Systems	14014a Training Template CCTV 2014-03-27.doc	published	
Training No 6	Physical Security Techniques	14013a Training Template Physical Security 2014-03-27.doc	published	

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Training No 5	Perimeter Protection Systems	Training-scope-perimeter CFPA 05 – 2012/S	published	–
Training No 4	Management of key and access systems	Training Management Key and Access Systems 04 – 2012-S	published	–
Training No 3	Certified Security Manager	–	published	–
Training No 2	Security, Management Cycle	–	published	–
Training No 1	Security, Technical Cycle	–	published	–
–	–	14007 Security Guidelines Hospitals.docx	shelved until Security Guidelines for Companies are more elaborated	

Finalised guidelines are listed and in the document *18026 Table CFPA Security Guidelines.docx (still up-to-date; uploaded to cfpa-e.eu)*.

## 12 Next Meetings

Upcoming commissions and MC meeting-weeks, -countries and GA-meetings are dated as shown below.

The exact days for the SC-meetings are not fixed, yet.

Year	Week	Place
2021	15-16 September; new date! ( <del>09-10 June</del> )	GA in Slovenia
2021	18-22 October	Athens, Greece
2022	14-18 March	Brussels, Belgium
2022	May or June (tbd)	tbd
2022	10-14 October	Oslo, Norway
2023	March (tbd)	tbd

The meeting days for SC usually are Monday/Tuesday.

To ease the complicate job for the organiser of each meeting week the serious request is formulated that *everybody should react on invitations to meetings or related events*.

An answer (if one *will* participate ore *will not* participate) is essentially helpful for the organiser of the event even if participation is not possible.