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CPPINV3034

Organise and Operate Surveillance Vehicles

Application

This unit specifies the skills and knowledge required to conduct covert surveillance operations using mobile or static surveillance techniques that may include operating a surveillance vehicle. It includes selecting surveillance methods, equipment, sites and routes, and applying contingency options where surveillance integrity is compromised. The unit requires collection of evidence and compliance with admissibility rules.

Elements & Performance Criteria

1.0 Organise and maintain surveillance vehicle.

- 1.1 Review work instructions, procedures and workplace policies and obtain required authorisations to organise and operate a surveillance vehicle.
- 1.2 Confirm legal rights and responsibilities and comply with regulatory requirements for organising and operating a surveillance vehicle.
- 1.3 Assess surveillance requirements, area and distance of operation and select suitable vehicle.
- 1.4 Inspect vehicle and maintenance records and conduct pre-operational checks to verify correct and safe operation.
- 1.5 Take required actions to rectify faults or malfunctions or seek replacement parts to ensure vehicle is operational in accordance with manufacturers' instructions.
- 1.6 Obtain required vehicle consumables, spare parts and personal protective equipment to allow for contingencies during surveillance vehicle operation.

2.0 Equip surveillance vehicle.

- 2.1 Obtain surveillance equipment and stores to equip vehicle according to work instructions.
- 2.2 Arrange internal layout of vehicle to support full use of surveillance equipment and stores.
- 2.3 Safely secure surveillance equipment and stores to maximise accessibility and personal comfort and minimise risk in accordance with work health and safety requirements.

3.0 Safely operate vehicle for surveillance activities.

- 3.1 Follow road and traffic laws to navigate vehicle in front of, or behind another vehicle and anticipating its movement.

- 3.2 Anticipate, identify and control driving hazards by applying safe and defensive driving techniques.
- 3.3 Drive vehicle in a safe and controlled manner to avoid damage to persons, property and the environment.
- 3.4 Position vehicle to enable surveillance of subject and evidence collection in accordance with work instructions.

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Introduction to CPPINV3034: Organise and Operate Surveillance Vehicles

Welcome to the comprehensive module on organising and operating surveillance vehicles, a cornerstone in the realm of professional surveillance operations. As the surveillance landscape evolves, the significance of the surveillance vehicle remains undiminished, serving as both a tool and an asset in various surveillance scenarios.

A surveillance vehicle is not merely a mode of transportation; it's a strategic choice that can make or break an operation. The right vehicle can amplify the effectiveness of a surveillance mission, while an ill-suited one can jeopardise it. This module will guide you through the multifaceted process of selecting, preparing, and operating a vehicle tailored for surveillance tasks, ensuring optimal results in diverse operational contexts.

Throughout this module, you will:

- **Understand the Three Pillars of Surveillance Vehicle Selection:** Broadly, there are three paramount features to consider when selecting and equipping a vehicle for surveillance. The vehicle must be:
 1. **Roadworthy:** Ensuring the vehicle's reliability and safety during operations.
 2. **Discreet:** It should blend seamlessly into its environment, avoiding any unwanted attention.
 3. **Comfortable and Functional:** The vehicle should offer comfort for operatives during extended operations and be equipped to facilitate the efficient use of surveillance equipment.
- **Dive Deep into Various Operational Scenarios:** Surveillance vehicles can be utilised in diverse operations. Whether it's a stationary unit observing a specific location, a mobile unit tailing another vehicle, or a support unit for foot surveillance, this module covers it all. You'll learn the nuances of each scenario, ensuring you're prepared for any situation in the field.
- **Prioritise Safety and Legality:** Grasp the legal and regulatory framework governing surveillance vehicle operations in Australia. This module emphasises the importance of adhering to road and traffic laws, ensuring the safety of operatives, the public, and the subject.
- **Master the Art of Stealth and Observation:** A well-chosen vehicle allows operatives to remain on station for extended periods without being compromised. You'll learn techniques to gather information effectively, ensuring the success of your surveillance missions.

This module is enriched with real-world insights, practical tips, and seasoned expertise. Whether you're a veteran investigator or a novice stepping into the world of surveillance, this module offers a holistic overview of surveillance vehicles, ensuring you're well-equipped for the challenges ahead.

Join us on this enlightening journey, navigating the intricate world of surveillance vehicle operations, and steer your way to becoming a master in the field.

1.0 Preparation and Readiness of Surveillance Vehicles

1.1 Overview of Surveillance Vehicle Operations

Surveillance, in its essence, is the discreet observation of places, people, or objects to gather information. While there are various methods and tools employed in surveillance, the use of vehicles stands out as one of the most effective and versatile means. Surveillance vehicles, when used appropriately, can significantly enhance the success rate of surveillance missions, offering a blend of mobility, discretion, and safety.

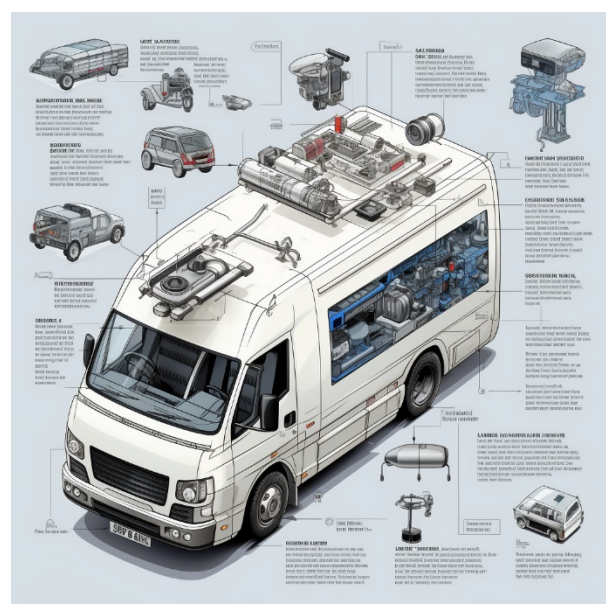
Surveillance vehicle operations encompass a broad spectrum of activities, including:

- **Stationary Surveillance:** Where the vehicle serves as a fixed observation point, often parked in a strategic location to monitor a specific site or individual.
- **Mobile Surveillance:** Involving the vehicle actively tailing a subject, be it another vehicle or an individual on foot. This requires a high level of skill, ensuring the subject remains unaware of being followed.
- **Support for Foot Surveillance:** Where the vehicle acts as a backup or support unit for operatives on foot, providing them with a quick means of transportation if needed.

1.2 Importance of Vehicle Preparation and Operation in Surveillance

The effectiveness of a surveillance mission often hinges on the preparation and operation of the surveillance vehicle. Here's why:

- **Reliability:** A well-prepared vehicle ensures reliability. The last thing an operative needs is a vehicle breakdown in the middle of a mission. Regular checks and maintenance ensure that the vehicle is always ready for action.
- **Discretion:** The vehicle should blend into its environment. This means choosing a vehicle that doesn't stand out and equipping it in a way that its surveillance purpose isn't obvious to the casual observer.
- **Comfort:** Surveillance missions can be long and taxing. A well-prepared vehicle offers comfort to the operatives, ensuring they remain alert and focused throughout the operation.



- **Functionality:** The vehicle should be equipped with all necessary surveillance equipment. This includes cameras, listening devices, and other tools that facilitate effective information gathering.
- **Safety:** Ensuring the vehicle is roadworthy and adheres to all safety standards is paramount. Not only does this protect the operatives, but it also ensures the safety of the public and the subject being observed.

In conclusion, the preparation and operation of a surveillance vehicle are not mere logistical steps but are integral to the success of the mission. As we delve deeper into this module, we'll explore each aspect in detail, equipping you with the knowledge and skills to effectively organise and operate surveillance vehicles.

2.0 Equipping and Arranging the Surveillance Vehicle

2.1 Review and Authorisation

Before embarking on any surveillance mission, it's crucial to ensure that all actions are within the bounds of the law and adhere to established protocols. This begins with a thorough review of work instructions and obtaining the necessary authorisations.

Understanding Work Instructions and Procedures: Every surveillance mission is unique, with its own set of objectives, challenges, and requirements. Work instructions provide a clear roadmap for the operation, detailing the goals of the surveillance, the subject(s) to be observed, and any specific techniques or tools to be employed. Understanding these instructions is the first step in ensuring the mission's success.

Obtaining Required Authorisations: Surveillance, by its nature, involves observing individuals without their knowledge. This can raise ethical and legal concerns. To navigate these challenges:

- **Legal Rights and Responsibilities:** Familiarise yourself with the legal rights and responsibilities associated with surveillance in your jurisdiction. This includes understanding any restrictions on surveillance, the use of surveillance equipment, and the collection of information.
- **Regulatory Requirements:** Surveillance activities are often governed by specific regulations, especially when they involve the use of advanced equipment or techniques. Ensure that all actions comply with these regulations.
- **Client Permissions:** While the client has commissioned the surveillance, it's essential to ensure that their requests align with legal and ethical standards. Any actions that could potentially infringe on an individual's rights or privacy should be flagged and discussed with the client.
- **Internal Approvals:** Depending on the organisation or agency you work for, there might be internal protocols for obtaining approval for surveillance missions. This could involve getting sign-offs from supervisors or a review board.

Surveillance Types and Distinctions:

- **Insurance Surveillance:** This type of surveillance, often related to insurance claims, is governed by the General Insurance Code of Practice (GICOP). It's crucial to adhere to its guidelines when conducting insurance-related surveillance.
- **Other Surveillance:** Surveillance operations like fidelity checks, workcover investigations, and more, fall outside the purview of the GICOP. These operations have their own set of guidelines and ethical considerations, distinct from insurance surveillance.

GICOP Guidelines for Insurance Surveillance:

- **Initial Assessment:** Surveillance should be considered only after all alternative methods to verify information have been exhausted.
- **Reasonable Belief:** Surveillance should be initiated only if there's a substantiated belief that the claim seems inconsistent with the available information. This rationale must be documented.
- **Approval Process:** The authorisation for surveillance should be granted by an experienced employee (from the insurance company, not you or your company) familiar with surveillance operations and ethical considerations.
- **Location Limitations:** Surveillance should avoid places like courts, medical establishments, and private sections of a person's residence.
- **Mental Health Considerations:** If the individual under surveillance has a known mental health condition, surveillance activities should be discontinued.
- **Communication Restrictions:** Investigators should ensure they don't inadvertently disclose the surveillance operation when communicating with third parties.
- **Documentation:** All surveillance activities, from conversations to electronic checks, must be documented.
- **Retention:** Records should be retained for at least seven years.
- **Relevance and Legality:** Information should be collected only if it's relevant to the investigation, and all operations should remain within legal bounds.

In conclusion, the review and authorisation process is a critical phase in surveillance vehicle operations. It ensures that the mission is conducted ethically, legally, and effectively, safeguarding the rights of all involved and ensuring the integrity of the collected information. As we progress, we'll delve deeper into the specifics of organising and maintaining a surveillance vehicle, ensuring it's primed for success.

2.2 Legal Rights and Responsibilities

Organising and operating a surveillance vehicle in Australia demands a meticulous understanding of the legal rights and responsibilities tied to surveillance activities. These legal

frameworks are meticulously crafted to balance the necessity of surveillance for various purposes against the fundamental right to privacy of individuals.

Surveillance Devices Acts Across States and Territories: Each state and territory in Australia has its own Surveillance Devices Act or equivalent legislation. These acts provide guidelines on the installation, use, maintenance, and retrieval of surveillance devices.

- **Listening Devices:** In most states, it's generally illegal to record private conversations without the consent of all parties involved. However, there are exceptions. For instance, in Victoria, a person can record a private conversation if they are a party to that conversation, even without the consent of the other parties.



- **Optical Surveillance Devices:** The use of cameras to observe or record private activities without the knowledge or consent of the person being surveilled is typically prohibited. However, there are exceptions. Optical surveillance devices are permissible in public places or in situations where there isn't a

reasonable expectation of privacy. For example, if a person is inside their house at night with the curtains open and lights on, they do not have a reasonable expectation of privacy. Conversely, a person inside a house with the curtains closed does have such an expectation, and recording them would be illegal.

- **Tracking Devices:** Installing, using, or maintaining a tracking device, such as a GPS on a vehicle, without the knowledge or consent of the person being tracked is generally illegal. While law enforcement agencies can obtain warrants to use tracking devices, private investigators do not have this privilege.

Privacy Act 1988 (Cth): This federal legislation oversees the collection, use, and disclosure of personal information. Surveillance operatives must ensure that any personal information gathered is done so fairly, is stored securely, and is used solely for the intended purpose.

Trespass Laws: Trespass laws across Australia prohibit individuals from entering or remaining on someone's property without explicit permission. However, there's a concept known as "implied consent." For instance, if a home has a pathway leading to the front door, there's an implied consent for people, like postmen or neighbours, to walk up to the door. But this consent doesn't extend to areas of the property that are private, like a backyard. Surveillance operatives must be cautious to respect these boundaries and understand the nuances of implied consent during their operations.

Road and Traffic Laws: Adherence to state or territory-specific road and traffic laws is non-negotiable when operating a surveillance vehicle. This encompasses obeying speed limits, parking rules, and other pertinent traffic regulations.

General Insurance Code of Practice (GICOP): For surveillance activities related to insurance investigations, the GICOP provides specific guidelines. This includes ensuring surveillance is only used as a last resort, taking into account mental health considerations, and adhering to restrictions on locations where surveillance can be conducted.

Work Health and Safety (WHS) Laws: Surveillance operatives' safety is paramount. WHS laws ensure that the surveillance vehicle, equipment, and the operational environment are safe. Operatives should be adequately trained to manage potential risks and challenges they might encounter during surveillance.

It's imperative for surveillance operatives to be well-versed in these laws and regulations, ensuring that their operations are both effective and ethically conducted, respecting the rights of all parties involved.

2.3 Vehicle Selection and Suitability

When embarking on surveillance activities, the selection and preparation of the vehicle play a pivotal role in the success of the operation. The vehicle not only serves as a mode of transportation but also as a base of operations, often for extended periods. Therefore, its suitability extends beyond mere mobility.



Vehicle Preparation Identifying Surveillance Activities:

Purpose & Environment:

- Before deciding what is required in the way of a surveillance vehicle you must establish what type of task it is needed for, the environment in which it is to

operate, and all other relevant information. It must also fit within the client's terms of reference.

- Experience from previous operations will be a good guide to selecting a vehicle and the operation should be discussed with colleagues and other members of the company before you make a final choice.
- With mobile surveillance you should also consider how the operational environment could change. While it may begin in an outer suburb it may move into the city, or even into a rural situation.
- The socio-economic factors are those which would make some vehicles suitable for some locations but inappropriate for others. For instance, a new SS Commodore would stand out in a street where most of the locals drive older model Falcons, Commodores, Toyotas and Nissans.
- People are going to look at this vehicle parked in their neighbourhood; they are going to wonder who and why the person(s) is, sitting in it all the time. It will cause speculation among friends, and so on. In other words, this vehicle would last a very short period before being compromised.
- By the same token, the same vehicle would be ideal in an area where twenty per cent of locals drive BMW's and where ninety per cent own vehicles less than three years old.
- Other factors can make a vehicle noticeable. Heavily tinted windows, numerous aerals, special wheels or other modifications, bright or distinctive colour schemes, personalised or interstate number plates. Even a clean and polished vehicle will draw people's attention.
- Anything that causes people to glance at your vehicle endangers your operation, because as soon as it is looked at you will be noticed in it. Someone sitting in a parked vehicle will raise interest, even suspicion, since there are very few valid reasons for people spending time idly sitting in a vehicle.
- It may be reasonable to believe you are waiting for someone but if you're still there in an hour then that explanation becomes unreasonable and your presence is then definitely suspicious.
- In a mobile surveillance some of these factors may not be as critical but since most mobile surveillances will be static until the subject moves, they will all usually come into consideration.
- As with the geographical factors, the socio-economic environment may change and this must be taken into account.

Vehicle Preparation:

- **Ventilation:**
 - Keep as many windows open as possible. Venting the inside of a vehicle can get very hot in the heat of the summer. Venting the inside of the vehicle as much as you can will keep the greenhouse effect and heat build up to a minimum.
 - Install You can go to just about any electronics store and obtain small fans
 - Fans: that run off of separate batteries and install them inside your vehicle. It's important to get the kind of fans that have guards around them so you don't accidentally stick your head, hands or arms in the blades. It's important to run

them off a separate battery. You don't want the subject to come out and have no battery power to start your engine for the actual tail.

- Having some of those little portable flashlight battery fans around you that you can point at your face is also helpful.
- Outside Shade: It's not always possible but when you can, get your surveillance vehicle in the shade as much as you can, this, of course, keeps the sun from beating down on your surveillance vehicle and helps keep the inside of your vehicle cooler.
- In planning your pre-surveillance of the area, always look for places in which the surveillance vehicle can be stationed in the shade and make note of course of the times of the day that the surveillance will likely take place.
- Window Shades: Use window shades that completely block out the sun. By doing this, you can keep the sun blocked from your windows as much as you can this reduces the greenhouse effect of interior heat up. One of the best shades to use is a black curtain with black mesh behind them as black tends to block the sun the best. The mesh adds protection when you need to have the actual curtain open, of course it may draw attention to your family sedan, but vans are viewed differently.
- Window Tinting: Tinted windows are fine but there is a trade-off here. The darker your windows are tinted, the more problem you will have shooting through them to obtain good quality surveillance video footage or stills.
- Insulate: Your typical van has little insulation in it, a stripped van has none. That is, the only thing between you and the sun beating down on the top and sides of your van is the metal, any type of insulation you can install in the van will help reduce the inside heat, many place thick carpeting on the sides and roof of their surveillance van, this helps somewhat, but there are other forms of insulation you may consider.

The selection and preparation of a surveillance vehicle are not just about mobility but ensuring that the vehicle is fit for purpose, blends into its environment, and facilitates the surveillance operation. Every detail, from the vehicle's appearance to its internal setup, can influence the success of a surveillance mission. Operatives must be meticulous in their preparations, always considering the environment and potential changes to it.

2.4 Inspection and Maintenance

Ensuring that a surveillance vehicle is in optimal condition is paramount for the success of any surveillance operation. Regular inspection and maintenance not only ensure the vehicle's reliability but also its safety and effectiveness during operations.

Vehicle safety

There are two aspects to vehicle safety: the roadworthiness of the vehicle and the driver. At all times vehicles must be roadworthy, well maintained, registered and appropriately insured.

- Maintenance checks must be carried out on a regular basis and these will vary from a daily check of such things as water, oil, tyres, clean glass (inside and out not only for driving safety but also for camera use), tools and lights; to less frequent checks of such things as suspension and exhaust emissions. Routine vehicle maintenance by qualified mechanics needs to regularly address the vehicle's braking systems, tyre tread depth, wheel balancing, windscreen wiper rubbers, front end steering and suspension.
- Investigative companies should have a vehicle maintenance schedule that must be followed. When faults and malfunctions are identified they should be reported to the relevant department and rectified in accordance with company procedures, the manufacturer's specifications and legal requirements.
- For instance, the law requires that a blown headlight globe be replaced as soon as practicable, even if you're only going to be using the vehicle during daylight hours.
- Before you set out in any vehicle you must reassure yourself that it is in a roadworthy and serviceable condition. Even if you've been told that everything is OK, for your own safety and protection carry out your own checks.
- If you get halfway through the day and run out of fuel you will need to locate a refuelling station, and in the process lose your subject. It will go against your name if a random roadworthy check discovers that the windscreen washers are empty.
- The driver of a surveillance vehicle must be suitably licensed and must drive in accordance with local traffic laws and regulations. The driver must also adjust to prevailing traffic and weather conditions.
- Never succumb to the temptation to break the law, which might be particularly tempting during a mobile surveillance. If the subject vehicle is exceeding the speed limit do not do the same in an attempt to keep it in view. If you can direct another surveillance vehicle into a position to take up the pursuit, then do so, but if your only legal option is to lose contact with the subject, then do so.
- Refrain from illegal parking and any other infringement that may, at the time, seem harmless even though convenient.
- Company procedures for vehicle use must be followed. These will vary between organisations but usual procedures will include signing for vehicles, logging start and finish times, and odometer readings, recording fuel usage, reporting faults.

Insurance and Modifications:

- Before making any modifications or installing CCTV surveillance equipment in your vehicle, it's essential to contact your car insurance provider. Informing them of your intentions is crucial as some insurance policies may not cover vehicles with such modifications. There's a possibility that your current insurance policy won't allow you to affix equipment, and in such cases, it might not cover you if you need to make a claim. However, there are insurance policies available that provide coverage for

vehicles with surveillance equipment. It might require some research and shopping around to find a policy that not only provides the necessary coverage but also fits within your budget.

Warranty Considerations:

- If your vehicle is still under factory or any other type of warranty, it's advisable to consult with your dealer before making any modifications or attaching after-market accessories. Any alterations to the vehicle might affect the warranty, potentially voiding it.

Legal and Safety Considerations:

- Adherence to state-specific Transport Acts & Regulations is crucial when installing surveillance devices in your vehicle. These regulations ensure that none of the equipment interferes with or distracts the vehicle's operator. It's essential to ensure that none of the surveillance equipment is operated by the vehicle's driver while the vehicle is in motion. Safety should always be a priority; hence, cameras or other equipment should not be placed in positions where they obstruct the driver's vision.

Electrical Modifications:

- Any electrical modifications to your vehicle, especially those related to surveillance equipment, should be carried out by an authorised auto electrician. This precaution ensures that there's no damage to the vehicle's electrical wiring or other electronic components. Improper installations can lead to malfunctions or even pose safety risks.

In summary, while surveillance vehicles are powerful tools in the realm of investigation, their effectiveness and safety are contingent on proper inspection, maintenance, and adherence to legal and insurance stipulations. Regular checks, adherence to laws, and ensuring that all modifications are done professionally and ethically are non-negotiable standards in the field.

2.5 Consumables and Contingencies

Permanent Set Up of Mobile CCTV Cameras

This particular set up is suggested to those investigators that intend to perform surveillance on a permanent basis. This would constitute installing colour CCTV cameras, capable of zooming in and out, the ability to have manual and auto focus adjustment with low LUX capabilities for night time operation and many more functions. These cameras will have to record on a mobile Digital Video Recorder (DVR) which would be set up in the luggage compartment of your vehicle. Your instructor will demonstrate how to install and wire up a surveillance vehicle by simulating this activity in class on a smaller scale using real time equipment.

Fixed CCTV cameras would require brackets to be mounted in position. These brackets are not readily available and would have to be designed, manufactured and fitted to the particular device. The Camera and bracket assemblies are to be affixed to the interior of the vehicle's glass pointing in the outward direction with heavy duty double sided tape. Wiring to the vehicle's 12 Volt DC power system should be left to an Auto Electrician so that one does not compromise the safety of the vehicle. Cabling the CCTV cameras to the DVR should be done by utilising premade cables and socket assemblies that are readily available on the market unless one chooses to manufacture their own cables.

To manufacture your own cables, one must have sufficient knowledge and understanding of 'cabling' and how to crimp BNC sockets and plugs.

Footage retrieval from the DVR and storing on a computer file is explained and demonstrated in class. This footage will be 'burnt' onto a disc media and presented to the customer. All files stored on discs are appropriately labelled and presented to the customer.

The most advantageous place to affix these CCTV cameras is on the inside of the front and rear windscreens, and rear side windows. If your vehicle has rear quarter windows, this area would be ideal. Side mounted cameras would have to be mounted on a 45 degree angle opposed to 90 degrees. The reason for this is because if you record footage at a 90 degree angle to your direction of travel, when you come to view the footage, you would only see a blur.

The side mounted cameras can be facing forward and / or backward. The Trainer will demonstrate these angles on the whiteboard and physically in class.

In regards to fitting a vehicle with hidden CCTV cameras that record the inside or outside activities of the vehicle, they can be installed and are only limited by the Installer's imagination. Cameras can be installed in the front grill of the vehicle, in the rear view external mirrors pointing outwards, inside the rear tail lights and to the undercarriage of the vehicle under the bumper bar around the tow bar area. Remember that if a camera is installed on the outside of the vehicle, it must be a water proof camera.

CCTV cameras aren't just mounted in vehicles; they can be mounted just about anywhere. They can be mounted on a bicycle, motorbike and on any vehicle. They are even mounted on motorbike helmets, so it's all up to your imagination as to how you are to capture 'the money shot'.

Temporary Setup of Cameras

It would be ideal if your surveillance cameras are temporary mounted on the vehicle rather than permanently installed. This would give the investigator the opportunity to swap vehicles in a short time if necessary. However the temporary fitted surveillance cameras won't have the capability of zooming in and focus adjustment. These units would have on board recording capabilities 'SD cards' which can be transferred to a computer for downloading and the battery level has to be monitored before running out of power.

Another advantage of temporary mounted cameras against fixed cameras is the mounting method. One can use suction cup holders which are readily available at a low cost to mount these units which can be affixed to the interior glass of the vehicle. Your trainer will demonstrate how these cameras are mounted and adjusted to gain the optimum position.

Vehicle Configuration

Once you have identified the type of vehicle with the most appropriate appearance, you must consider the internal operational requirements and those of the personnel.

- How many operatives will be in the vehicle?
- How long will it be on station?
- What surveillance equipment and devices are to be carried?
- How is this equipment to be stored and retrieved?
- Will the vehicle facilitate the use of equipment?
- How the equipment and the operation to be disguised?
- What are the comfort requirements?

If your surveillance requires nothing more than the use of your notebook and log then the only other considerations will be those of personal comfort and the longevity of the operation. But if you need to operate a video recorder, camera with long lens, binoculars, etc, then the storage, camouflage, and use of this equipment becomes a major logistical exercise. A camera with long lens, sitting on the dashboard would arouse interest.

The first step in equipping a vehicle is to identify what equipment will be required, what consumables will be used, what the operatives will need in the way of refreshments, personal hygiene and other items to ensure a satisfactory standard of comfort. A major factor in these provisions will be the expected duration of the surveillance.

When this has been established you will be in position to work out how they are to be stored, ready for use and how they can be disguised. As well, when considering the storage of these items you must keep in mind safety factors, for the operatives and/or the equipment.

For instance, equipment that could fly about under heavy braking is a threat to the operative and may suffer damage. Mobile phones should be fitted for hands free use, etc.

Consumables such as batteries should be available for quick replacement.

Internal vehicle surveillance equipment may include:

- Consumables and spares. (batteries etc)
- Digital and video cameras.
- Telephoto lenses.
- Binoculars.
- Disguises.
- Torch.
- Mirrors.

- Measuring tape.
- Voice recorders.
- Mobile phones.
- Other communication equipment.
- Diary, notebook, log and pens.
- Telephone directory.
- GPS, Maps and street directories.
- Night vision equipment.
- Special clothing (e.g. raincoats) and/or a change of clothing (to change Disguises).
- Consumables.
- Food and drink.
- Money, credit card/s.
- First Aid Kit (Work Safe requirement for investigators working for contracted Inquiry Firms)

In addition, there may be a need for certain other types of provisions. In cold weather, keeping a vehicle idling to keep the heater running would be suspicious. In this case, special clothing, even blankets may need to be supplied. The operatives should be consulted and informed about all these matters and their suggestions and desires given full consideration. Always seek the advice of experienced people, consult company policy and adhere to client requirements when preparing a vehicle for surveillance.

The preparation and equipping of a vehicle are paramount. The vehicle serves as both a tool and a base of operations. Ensuring that it is adequately stocked with the necessary equipment and consumables can be the difference between a successful surveillance operation and a compromised one. The considerations listed above provide a comprehensive guide to preparing a surveillance vehicle, whether for a temporary or permanent setup. Always remember, the key is to remain inconspicuous, efficient, and prepared for any eventuality.

3.0 Principles of Safe and Effective Surveillance Driving

3.1 Positioning a Surveillance Vehicle

Before you set out on surveillance, the location and environment should have been checked out by at least the person who is to lead the operation. Of course, it would be better if everyone involved had an opportunity to reconnoitre the area beforehand.

The selection of a position for a surveillance vehicle will result from a compromise between the best observation position and the position least likely to be noticed. The most suitable position for observation would be at the front of the subject's residence or place of activity. But this position would be the one most likely to be compromised.

The ideal position to prevent detection would be around the corner and out of sight but obviously, this would make observation impossible. The environment will determine the best compromise. In a busy area with lots of pedestrians and bumper-to-bumper parking, it would

be feasible and necessary to park quite close to the subject location. In an open street with just the odd vehicle parked and moving it may be necessary to park as much as a hundred metres away.

The surveillance vehicle should be positioned so it has the ability to follow a moving subject, without being obvious. Making a U-turn to follow would probably be noticed and would mean the chase could only be undertaken for a short distance before a break-off would be prudent. Sometimes these situations cannot be avoided.

The use of equipment will also have an influence on vehicle location. If the client requires video recordings it may not be feasible to park a hundred metres away if your camera lacks the capability to record detail at that distance. It's pointless recording a subject if the camera cannot clearly identify that subject.

The weather can be a major consideration when determining the surveillance position, particularly in summer. As stated previously, an idling vehicle is likely to be noticed and thus compromised, so running air conditioning may be out of the question. On a thirty-eight-degree day operatives will not last long in a vehicle parked in the sun. Shady locations will need to be found and, as these are constantly moving, so must the surveillance vehicle.

3.2 Operating a Surveillance Vehicle

While operating from a stationary vehicle requires one set of skills, driving a surveillance vehicle calls for an additional set of skills.

To competently drive a surveillance vehicle you must be able to:

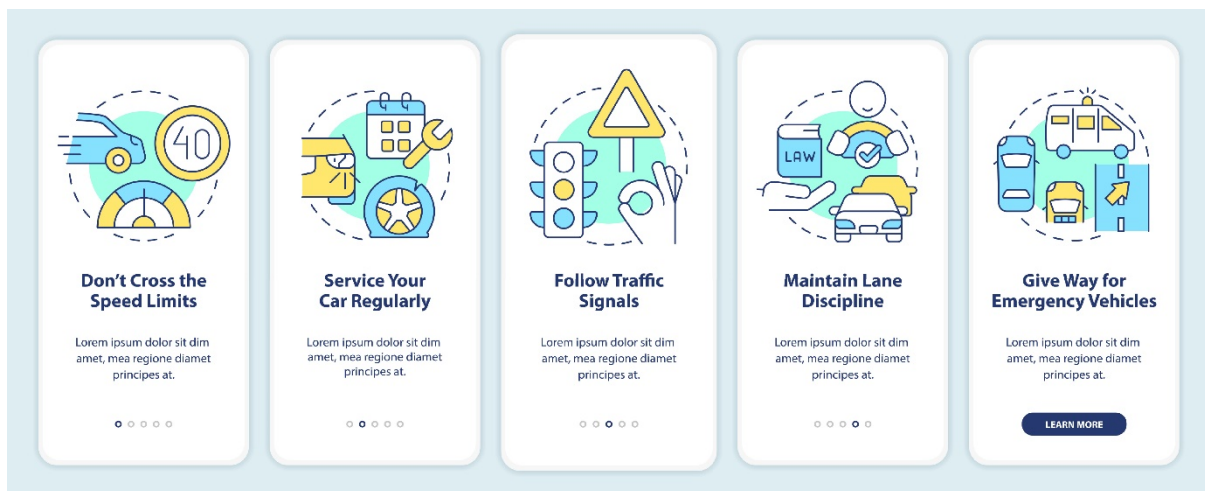
- Remain unnoticed but keep the subject in sight.
- Adjust your distance according to changing traffic densities and road conditions.
- Move from a position behind to in front.
- Use lanes effectively.
- Position yourself to take up surveillance.
- Give directions to other vehicles.
- Follow pre-planned strategies.
- Break-off and pick-up.

Street directory and map reading are essential elements on mobile surveillances and you must have a clear understanding of them and a capacity to read and interpret them quickly. It is illegal and impractical to read a map while you are driving. Although not normally necessary, you may need to refer to a map if you are to move to a pick-up point, or to direct another vehicle to a pick-up point. If you must read a street directory while mobile you must stop the car. Most modern GPS (Global Positioning Systems) provide locations to within 20 metres as well as time/distance and latitude/longitude data for location purposes. It is highly recommended that your vehicle is equipped with such a device, or that you have the availability of a portable GPS Unit to plug into the vehicle's cigarette lighter or power outlet.

If you are a passenger in a mobile vehicle you may need maps to:

- Keep all operatives abreast of your position.
- Direct the driver along possible alternative routes.
- Decide on a possible pick-up point of a lost subject.
- Ensure you do not follow a subject into a cul-de-sac or dead end.

Again, modern GPS Units will generally enable you to cover all of the above points without too much concern. You should keep the GPS maps updated with the latest version by downloading the relevant software as appropriate. Often you may find that an intersection has been replaced by a roundabout, or a new subdivision has been created since the last GPS update was available. An additional resource may well be your mobile telephone which usually has facility for GPS location with an up-to-date Map version. In any event, you should always keep your latest version Street Directory handy as a “back-up”.



This chapter focuses on the practical aspects of positioning and operating a surveillance vehicle, ensuring that the operative remains discreet while effectively monitoring the subject. The importance of understanding the environment, equipment, and technological tools at one's disposal is emphasised.

3.3 Defensive Driving

While the primary goal of surveillance is to discreetly monitor a subject, the safety of the investigator, the public, and other road users should never be compromised.

- **Defensive Driving:** Defensive driving is a set of skills that allows you to defend yourself against possible collisions caused by bad drivers, drunk drivers, and poor weather. The main principles include:
- **Anticipation and Observation:** Always be two steps ahead. Anticipate potential hazards, from kangaroos jumping onto rural roads to pedestrians suddenly crossing in busy city centres. Use your mirrors frequently and be aware of what's happening 360

degrees around your vehicle. Look beyond the front of your car, and anticipate traffic light changes, merging traffic and other hazards.

- **Safe Following Distance:** In Australia, the recommended following distance is at least a two-second gap between you and the vehicle in front. In wet conditions or when following large vehicles, this should be increased to four seconds.



- **Adjusting to Weather Conditions:** Australia's vast landscape means encountering various weather conditions. From torrential rains in Queensland to the dry, dusty conditions of the Outback, adjust your driving accordingly. For instance, during the wet season in the tropics, roads can flood rapidly. It's essential to know the local saying, "If it's flooded, forget it," to avoid getting caught in rising waters.

- **Roundabouts:** In Australia, vehicles already on the roundabout have the right of way. However, always be cautious as this rule isn't always followed, especially in busy traffic conditions.
- **School Zones:** During school hours, speed limits in school zones drop, typically to 40 km/h. Always be vigilant and adhere to these limits, watching out for children.
- **Alcohol and Drugs:** Australia has strict drink driving laws. The legal limit for alcohol is 0.05, but if you're involved in surveillance, it's best to abstain completely to ensure full alertness and judgement.
- **Mobile Phones:** It's illegal to use a mobile phone while driving unless it's connected via Bluetooth or is in a cradle. Given the need for communication during surveillance, ensure you have a hands-free system set up in your vehicle.
- **Country Driving:** When driving in rural areas, be wary of large trucks, tractors, and livestock on the road. Dusk and dawn are peak times for wildlife activity, so be especially cautious to avoid collisions with animals.
- **Parking:** When positioning your vehicle for surveillance, ensure you're adhering to local parking regulations. In many Australian cities, parking inspectors are vigilant, and a parking fine or a towed vehicle can compromise an operation.
- **Yield and Be Patient:** It's better to yield even if you have the right of way, especially if the other driver is aggressive. Patience can prevent potential accidents and conflicts.
- **Avoiding Road Rage:** Being tailgated or cut off can be frustrating, but it's essential to remain calm and avoid confrontations. Remember, drawing attention to yourself can compromise the surveillance operation.

- **Awareness of Surroundings:** Regularly check mirrors and be aware of blind spots. This is crucial not just for safety but also to ensure you're not being counter-surveilled or that the subject hasn't identified you.

3.4 Communication with Team Members

If the surveillance operation involves multiple vehicles or team members:

- **Clear and Concise Communication:** Use coded language or predetermined signals to communicate with team members. This ensures that everyone is on the same page without drawing unnecessary attention.
- **Backup Plans:** Always have a backup plan in case the primary surveillance vehicle is compromised or if there's a need to switch vehicles.

3.5 Environmental Considerations

Different environments pose unique challenges:

- **Urban Environments:** Dense traffic and numerous intersections can make tailing a subject challenging. Familiarity with local routes and potential shortcuts can be advantageous.
- **Rural Environments:** Fewer cars mean you might stand out more. Use the natural surroundings to your advantage and maintain a greater distance to avoid suspicion.

3.6 Emergency Situations

In the event of unforeseen circumstances:

- **Vehicle Malfunctions:** Always have a basic understanding of the vehicle's mechanics. This can be crucial if there's a sudden breakdown. Keeping essential tools and a spare tire can be a lifesaver.
- **Medical Emergencies:** Keep a first aid kit in the vehicle. In case of a medical emergency, prioritise health and safety over the surveillance operation.
- **Compromised Identity:** If you believe your cover has been blown, it's essential to have an exit strategy. This might involve switching vehicles, changing appearance, or aborting the operation altogether.

GLOSSARY

1. **Surveillance Vehicle:** A vehicle equipped and used for the purpose of conducting surveillance activities.
2. **Work Instructions:** Guidelines or directions provided for organising and operating a surveillance vehicle.
3. **Regulatory Requirements:** Legal obligations and standards that must be adhered to when organising and operating a surveillance vehicle.
4. **Surveillance Requirements:** Specific needs and objectives that dictate how a surveillance operation should be conducted.
5. **Pre-operational Checks:** Inspections carried out before using the surveillance vehicle to ensure its proper and safe functioning.
6. **Maintenance Records:** Documentation detailing the upkeep and repair history of the surveillance vehicle.
7. **Vehicle Consumables:** Items used in the operation of a vehicle that need regular replacement, such as fuel, oil, and brake fluid.
8. **Personal Protective Equipment (PPE):** Safety gear used to minimise exposure to hazards that can cause workplace injuries or illnesses.
9. **Surveillance Equipment:** Tools and devices used in surveillance, such as cameras, recording equipment, and monitoring devices.
10. **Defensive Driving:** Techniques used to drive safely, which include anticipating potential hazards and making adjustments to avoid accidents.
11. **Environmental Considerations:** Factors related to the physical surroundings that can impact the operation of a surveillance vehicle.
12. **Emergency Situations:** Unforeseen or urgent circumstances that require immediate action during surveillance operations.
13. **Authorisation:** Official permission or approval to carry out specific actions related to surveillance vehicle operation.
14. **Legal Rights and Responsibilities:** The legal entitlements and duties associated with operating a surveillance vehicle.
15. **Vehicle Suitability:** The appropriateness of a vehicle for specific surveillance tasks based on its features and capabilities.
16. **Contingencies:** Pre-planned measures or strategies to deal with potential future events or circumstances.
17. **Surveillance Layout:** The arrangement of equipment and space within the surveillance vehicle to facilitate effective surveillance operations.
18. **Driving Hazards:** Potential risks or dangers encountered while operating a vehicle.
19. **Surveillance Positioning:** The strategic placement of a surveillance vehicle to optimise observation and information gathering.
20. **Team Communications:** The exchange of information between members of a surveillance team, often crucial for coordinated operations.