

**WORKED EXAMPLE****NCP 104.3 - System Design Specification (including Risk Assessment, Site Survey and User Requirement)****MKG Intelligent Security Systems**

Survey detail	Proposed location
<b>Quote Number:</b> 041217/4 <b>Issue Number:</b> 01 <b>Surveyor:</b> P Smythe <b>Date of Survey:</b> 25 <sup>th</sup> January 2019 <b>Installed to:</b> NSI NCP 104 issue 3	<b>Customer:</b> Mrs S. Edge <b>Installation Address:</b> The Little Shop, 25 London Road, Anytown, AN12 0WN. <b>Telephone:</b> 01234 111222 <b>Email:</b> Sophie@Theflorists.uk

**Risk assessment**

Risks include theft of goods from all public areas of the shop and potential assaults against staff and theft of cash from the till. The shop has a monitored I&HAS when the shop is closed and steel mesh protection is provided to the front glassing.

On power failure, the shop ceases trading. Power failures are very rare.

**Site survey**

Premises is a small florist located on a busy shopping street. The protected premises is a single floor unit with an emergency exit to the rear and main pedestrian entrance. The front of the shop is glassed roof to ceiling. There is a small walk in cupboard approx. 2m x 2m in the rear left hand corner of the shop. There is a domestic residence above the shop but there is no access from within the shop.

The shop is illuminated during open hours with a variety of ceiling-mounted lighting. When the shop is closed these lights will be switched off. An emergency exit light is situated above the rear door.

**User requirements**

Provide general surveillance of the shop area, as a deterrent, capture images of criminal activity, and to satisfy insurance provider's requirements.

Recordings will be reviewed using a PC and mobile app. The front of house monitor should be for live viewing only.

NSI reference only

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## System Design Specification

All descriptions are taken from the point of view of an individual standing in front of the premises facing the main entrance door.

This design specification was designed based on information made available from during the site survey and risk assessment (site survey/risk assessment document reference 123456) and was drawn up in collaboration with the customer.

### Site plan

Two cameras will be mounted in opposing corners of the shop; camera 1 in the rear left hand corner and camera 2 in the front right hand corner, and positioned to view the general areas either side of the central floral display along the walkways. The control and recording equipment will be installed in the lockable counter situated along the left hand wall of the shop. A ceiling-mounted monitor will be fitted to the front of the floral display facing the main doorway.

### Equipment

#### Camera equipment

**Camera 1** – to provide general surveillance along the walkway from the front door and along the left hand walkway between the counter and floral display.

Ceiling-mounted wedge format network dome camera: 2MP (1080p) with a fixed 6mm lens. With IR capability up to 15m.

Ceiling-mounted.

**Camera 2** – to provide general surveillance along the walkway from the front door and along the right hand walkway between the counter and floral display.

Ceiling-mounted wedge format network dome camera: 2MP (1080p) with a fixed 6mm lens. With IR capability up to 15m.

#### Recording equipment

#### 4 Channel Network Video Recorder (NVR)

Complete with 2 Tb hard drive, integral 4 port POE switch, with dedicated port to connect to the ADSL router available on site. The recording profile will be a resolution of 1080p at 12 frames per second for each of the two cameras. The overall recording duration will be 14 days in line with the customer's data retention policy.

When the premises is closed, recording will be triggered by video motion detection including a 3 minute pre- and post-recording duration, the VMD mode will be triggered by an arm/disarm output from the premises intruder alarm.

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The recorder can be controlled from a connected PC or the front control panel.

Viewing will be via a local PC provided by the customer, or remotely via the internet.

Video footage can be exported using the built in playback feature, either via the front panel USB port or directly from a connected PC.

### Secure VPN router

The NVR will be connected to a secure cloud service via internet over a VPN to allow a secure remote connection, avoiding the need to re-configure the local ADSL router, and providing protection against cyber-attacks.

### Viewing monitor

A 22" HD CCTV monitor will be ceiling-mounted, just in front of the central floral display facing the entrance door, to act as a deterrent to any would-be criminals.

This monitor will be configured to display only live images.

### Training

Training on the administration and user functionality of the system will be provided to the customer at handover.

User manuals will be provided to the customer; these may be provided as hard or soft copies.

A full system functional test will be conducted prior to the system being handed over to the customer.

### Maintenance

It is recommended that a maintenance visit is carried out annually to check the following:

- The correct operation of the NVR and to apply any software and/or firmware patches or upgrades.
- Carry out image quality assessments to ensure the system still meets the UR.
- Carry out an assessment of the physical condition of the system.

### Customer requirements

#### PC and monitor

13 Amp mains socket ceiling-mounted in front of the floral display for the viewing monitor.

13 Amp mains socket in the cupboard where the control equipment is to be installed.

### Items to be provided

1 x 4-channel NVR

2 x dome camera

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- 1 x viewing monitor
- 1 x VPN router
- 1 x NSI certificate of compliance

<b>Installed price (exc. VAT)</b>	£nnnn.nn
<b>Annual VPN subscription (exc. VAT)</b>	£nnnn.nn
<b>Optional annual maintenance (exc. VAT)</b>	£nnnn.nn

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