

WILTSHIRE POLICE FORCE PROCEDURE



Body Armour Procedure

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PROCEDURE OVERVIEW

The following procedure details Wiltshire Police's arrangements for the procurement, issue, use, care, inspection and storage of body armour. This procedure aims to manage the risks to police officers, special constables and police community support officers through the mandatory wearing of personal issue body armour.

GLOSSARY OF TERMS

Term	Meaning
HSE	Health and Safety Executive

RELATED POLICIES, PROCEDURES and OTHER DOCUMENTS

[Personal Protective Equipment \(PPE\) Procedure](#)
[Standard of Dress Procedure](#)

AUTHORISED PROFESSIONAL PRACTICE AREAS ASSOCIATED WITH THIS PROCEDURE

There are no associated Authorised Professional Practice areas at present.

DATA PROTECTION

Any information relating to an identified or identifiable living individual recorded as a consequence of this procedure will be processed in accordance with the Data Protection Act 2018, General Data Protection Regulations and the [Force Data Protection Policy](#)

FREEDOM OF INFORMATION ACT 2000

This document has been assessed as suitable for public release.

MONITORING and REVIEW

The Body Armour Procedure document will be monitored and reviewed annually by the Head of Health and Safety and Head of Specialist Operations. The Force Occupational Health and Safety Committee will be responsible for approval and monitoring the procedure document and its implementation on a regular basis.

WHO TO CONTACT ABOUT THIS PROCEDURE?

The Head of Health and Safety and the Head of Specialist Operations are responsible for this procedure. All queries relating to this procedure should be directed to the Head of Health & Safety, Head of Specialist Operations or the Force Policy Officer.

1. Legal Requirements

The Health and Safety at Work Act 1974 requires every employer, so far as is reasonably practicable, to ensure the health, safety and welfare at work of their employees and anyone else affected by their undertakings.

The Management of Health and Safety at Work Regulations 1999, requires organisations to:

- undertake a systematic general examination of all work activities;
- identify the significant risks arising out of work;
- assess the risks to the health and safety of those in our employment;
- assess the risks to the health and safety of persons not in our employment who are working on our premises or affected by our business;
- implement control measures to reduce these risks as far as is reasonably practicable;
- record and review our assessments if we have reason to suspect that they are no longer valid or there has been a significant change in working practices

The Personal Protective Equipment at Work Regulations 1992 require organisations to ensure that suitable personal protective equipment is provided to employees who may be exposed to a risk to their health or safety whilst at work where risks cannot be adequately controlled by other means. In the case of policing where compliance by the relevant officer would lead to inevitable conflict with the exercise of police powers, or police duties, the above requirement shall be complied with as far as is reasonably practicable.

Other Relevant Legislation:

Police (Health and Safety Act) 1997

Police (Health and Safety Regulations) 1999

Personal Responsibility

Section 7 of the Health and Safety at Work Act 1974 and Regulation 10 of the Personal Protective Equipment at Work Regulations legally require each employee, to whom body armour has been issued, to wear the equipment in accordance with Force policy. Section 2 of the Health and Safety at Work Act 1974 requires supervisory employees to observe their duty of care and ensure that their staff wear their body armour in accordance with Force policy. Failure to observe these requirements may leave the individual open to misconduct proceedings.

Home Office Standards

The Home Office Body Armour Standard 2017 provides minimum performance requirements and test methods for the assessment of body armour to protect against ballistic, knife and spike threats. The guidance document is used to assist police services and procurement bodies in making informed decisions in the selection of body armour and outline elements of best practice for end-users. The Home Office Body Armour Standard (2017) supersedes all previous Home Office Body Armour standards. Any certification to previous standards remains extant provided the manufacturer, where applicable, complies with the requirements of MQT within the respective standard.

<https://www.gov.uk/government/publications/home-office-body-armour-standard-2017>

THREAT Assessment

The Force Strategic Threat Risk Assessment (STRA), Armed Policing STRA and reactive accident data indicates that police officers and identified operational police staff roles performing generic uniformed or plain clothes duties face potential ballistic threats from firearms, edged (knife) and non-edged (spike) weapon and blunt weapons (trauma) attacks. The greatest threat comes from close quarter's knife attacks. The risk of attack is present during many of the varied activities which police officers, special constables and police community support officers undertake. In addition, the threat level to the United Kingdom from international terrorism is currently 'Substantial', this means that a terrorist 'attack is likely'. The key requirement for body armour is to reduce the risk of death or serious injury to the wearer from ballistic or stab attack to the torso in normal operational usage.

2. Body Armour Protection levels

There are three main categories of protection within the 2017 standard: ballistic, knife, and knife with spike. By armour submitted for certification testing can be assessed to multiple protection levels within and between protection categories.

2017 Body Armour Ballistic Standards

Standard	Protection
H01	Protection against handgun fired from short barrelled firearms 9 x 19mm FMJ ammunition is the most widely used handgun ammunition in the world 9 x 19mm JHP ammunition is widely used police handgun ammunition
H02	Protection against handgun fired from long barrelled firearms 9mm handgun ammunition fired at greater velocity from long barrelled firearms
H03	Protection against soft core ammunition fired from rifles 7.62 x 51mm NATO ball ammunition is a representative soft core rifle round 7.62 x 39mm surrogate ammunition is a standardised consistent replica of widely used automatic rifle ammunition
H04	Protection against harder core ammunition fired from rifles .308 Win 480A TAC is a high mass copper round used in police community
SG1	Protection from shotgun rounds fired at close range Solid slug rounds adopted representing severe shotgun threat

Comparison between the 2012 and 2017 Body Armour Ballistic Standards

New Standard	Old Standard (equivalent)
H01	HG1 and HG1A
H02	HG2
H03	HG3 and RF1 Plates
H04	RF2 Plates
SG1	SG1 Plates

Body Armour Knife Resistance Standards (no change)

Standard	Protection
KR1	The <u>base knife protection level</u> with an impact energy of (24 joules) representing 85% confidence interval of stabs conducted
KR2	The <u>enhanced knife protection level</u> with an impact energy of (33 joules) representing 90% confidence of stabs conducted

3. Wiltshire Police Risk Assessment and Protection Levels

All body armour issued by Wiltshire officers and staff is provided on a risk assessment basis ensuring the armour provides the appropriate protection for the significant hazards and risks they may be exposed to. Wiltshire Police conduct timely, realistic and informed generic risk assessments, specific for the role of the individual officers and operational staff. These risk assessments consider the threats posed to the officers/staff at a given time and are reviewed regularly; both periodically and when new credible information becomes available.

As a result of work force modernisation, and the introduction of more front line operational police staff roles there has been an increase in demand for police staff body armour. Each role will be generically risk assessed. This risk assessment review will include the potential need/requirement, for body armour. Body armour will only be issued as a last resort where all other measures to ensure safety have been exhausted. All new requests / changes in requirements requests must be risk assessed and passed through the Force Clothing and Equipment Board for approval.

Standard Issue Overt Patrol Armour

Standard issue overt patrol body armour will be personally issued to all police officers, special constables, escort officers and police community support officers who engage in operational duties outside a police station where they may come into contact with the general public as part of their standard issue uniform. The body armour provides a high level of knife resistance KR1 and protection against most handguns (HG1A (2012 standard) / HO1 (2017 standard) for ballistic protection.

Discreet Body Armour Covers

White or black covers which provide a degree of discretion to their existing overt patrol armour may be personally issued to specific plain clothes officers on a risk assessment basis. The body armour used for this is the standard overt armour which as detailed above, provides a high level of knife resistance KR1 and protection against most handguns (HG1A (2012 standard) / HO1 (2017 standard) for ballistic protection.

Covert Body Armour

Specialist covert body armour can be issued to high risk covert staff as part of a risk based decision process for the role. This specialist covert armour provides ballistic protection to HO1 (2017 standard) / HOSDB HG1(A) (2012 standard) only which makes the armour lighter and more discreet but the armour does not afford a defined level of knife or spike resistance. Therefore, this armour is only ever provided as a requirement for a specialist role where there is very limited or no risk from knife injury as defined in the role risk assessment.

Firearms Armour

Overt Armour: Standard firearms overt body armour is issued to all firearms officers, TFD dog handlers and Tactical Firearms Commanders (TFC's) and police negotiators. This armour provides a higher level of protection against most handguns to HOSDB HG2 (2012 standard) and HO2 (2017 standard) along with KR1 Knife resistance.

None of the above detailed body armour provides protection against carbines or high velocity (rifle) ammunition. Removable RF1 ceramic plates are integrated into all personal issue AFO body armour and should be worn in all circumstances where firearms officers deploy with high powered carbines (.556) or other high powered weapons or where they may face a threat from such weapons in line with local deployment risk assessment principals.

Additional Protection

Along with the above standard ballistic and sharp edge protection afforded by the armour, national research has also highlighted additional potentially fatal injuries that have been avoided through the use and wearing of body armour: examples include, an officer who was hit by a car whilst deploying stinger, an officer falling onto a pointed metal fence post whilst pursuing an offender, numerous blunt trauma attacks and attacks by dangerous animals. This clearly highlights the additional benefits provided by the wearing of body armour.

4. Wearing of Body Armour

Criteria for wearing – Mandatory Policy

In light of the current Force risk assessment and STRA findings, all police officers (uniform and plain clothes), special constables, police community support officers and escort officers will wear their personally issued overt body armour at all times when on operational activity outside the police station.

Authorised firearms officers will wear their Firearms overt body armour at all times when engaged in uniformed duties.

With regards to specialist covert teams, policy dictates that they must wear their specialist covert body armour at all times unless operational reasons dictate that risk of compromise and personal safety outweighs the risk of wearing the armour. In these circumstances a formal documented risk assessment must be carried out by a trained risk assessor in consultation with the silver commander/SIO. The risk assessment must justify this decision and introduce alternative and appropriate control measures to manage risk prior to deployment.

Formal Exemptions

The only formal exemption to the mandatory wearing of body armour whilst on operational activity outside of the police station are Motorcycle Patrol Officers: The body armour is not compatible with leathers, which provide protection against the greater risk of injury in a collision.

In addition, the requirement to wear body armour will NOT apply:

- Where on the basis of an informed risk assessment carried out by the incident commander, there is no reasonably foreseeable risk of confrontation and/or alternative control measures have been introduced to control the risk. Examples of such include, specific risk controlled duties associated with a major road closure/incident or searches in controlled areas.
- Whilst undertaking administrative tasks within police buildings or participating in meetings.
- Whilst undertaking Custody Sergeant Duties, despite this the body armour should be readily available within the custody suite.

The body armour incorporates the latest technological developments to ensure maximum comfort whilst being worn. However, officers and police community support officers must take advantage of opportunities whilst in the station, such as report writing, emails, breaks or meetings to remove their armour.

5. Attending Court

Uniformed officers and police staff attending Magistrates Court, Crown Court and Coroners Court wear standard operational uniform, (which includes Personal Safety Equipment (PPE) and body armour where appropriate). All non uniformed officers will attend court in their usual attire i.e. smart business dress.

6. Administrative Procedure

Purchase and Supply of Armour

All body armour purchases regardless of any specialist requirements of the department or individual will be purchased through the NUMS contract (National Managed Uniform Service). No purchases of body armour are permitted from local or departmental budgets. Any additional requests for body armour must be sent in writing along with formal approval from the relevant Department Head, to the Head of Health and Safety and Stores Manager, who will review the request in consultation with the Clothing and Equipment Board as part of the risk management process. On review of the risk assessment a formal response will be provided to the originator as soon as possible.

Issue, Fitting and Return of Armour

The issue of body armour is the responsibility of the Headquarters Supplies Department. To ensure employees receive the correctly fitted armour, each person will be individually sized and measured. Specific male and female armour is provided for female and male officers. On distribution, the armour will then be individually fitted to the officer by a trained and competent person within the Supplies Department. It is essential that employees do not adjust the fit of their armour, lend the armour to a colleague, unless in exceptional circumstances, or interfere/misuse the body armour in any way. Under no circumstances should any employee exchange their personal body armour with a colleague.

The body armour is adjustable to accommodate a modest change in size of the user. How if difficulties are experienced in relation to the fit of body armour, the Headquarters Supplies Department should be contacted who will arrange an appointment for adjustment / refitting of the body armour.

The Headquarters Stores department are responsible for all issue and internal record keeping. These records will be used in any inspections or in the event of a recall or request for in-life monitoring (ILM) of body armour.

The record will include:

- manufacturer;
- armour model;
- protection level(s);
- date of manufacture (panels and cover)
- serial number;
- wearer's name.
- Wearer's collar number
- Date of issue

Disability and Gender Reassignment

Disability - Workplace Adjustment,

Where a workplace adjustment is needed for an officer to meet their risk assessment then this will be considered with the clothing supervisor and officer concerned to ensure that their body armour fits correctly e.g. safe adjustment of the armour to ensure safety of an insulin pump as a workplace adjustment. If this is not possible then the matter will be dealt with as per force policy on Limited Duties officers.

Gender reassignment

The Standard of Dress procedure details the various uniform clothing options available, including gender neutral uniform. Any officer or member of staff being fitted for body armour will be treated sensitively and with confidentiality. Staff will be aware of their legal obligations under the Gender Reassignment Act 2004. The National Police Body armour contract offers personal issue, personal fit body armour in male and female sizings. Staff undergoing gender reassignment will be offered the most appropriate body armour to fit their body shape, this can be reviewed and refitted at any time.

Maintenance of Body Armour

Responsibility for the care and maintenance of the body armour rests with the individual to whom it has been issued, in accordance with the care and maintenance instructions contained within the garment and body armour instruction booklet.

Prior to use the armour should be visually inspected for obvious damage. The armour should also be inspected after any incident which may have affected the integrity of the armour e.g. contact with weapons, road traffic collisions.

All body armour is annually inspected and recorded annually as part of initial and annual Personal Safety Training, where a full inspection process is carried out and the body armour panels are removed from the cover and inspected to ensure that they have not been damaged or creased. Please refer to Appendix A.

During such inspections, the following assessments are performed:

- Non-destructive checks – visual and tactile assessment of signs of damage or significant wear on the armour.
- Carriers and covers – visual and tactile assessment of signs of damage/wear significant enough to inhibit its primary function; should the damage be limited to these elements; they may be replaced independent of the protective panels.
- Label – is the label still attached to the armour and, if so, is the text still clearly readable; if not, the manufacturers are required to provide a replacement label at their own cost, as specified in the standard.
- Fit – the fit of body armour should be assessed and physical attributes should be compared to those measured at the time of original fit; if the armour no longer fits, it should be replaced to afford the wearer with adequate protection. In these circumstances the officer/staff member will be advised to attend stores for a refit, adjustment or resizing as required.

If damage or defects are identified the body armour must be returned to the Headquarters Supplies Department. The body armour should also be returned to the Headquarters Supplies Department if it has been immersed in water or if the seals of the armour have failed and water has entered as the protection afforded by the armour could be reduced.

Confidence Testing

Confidence testing body armour may continue to provide the required level of protection beyond its specified product life expectancy. All such testing will be facilitated by the Stores Department only.

In order to provide confidence in the continued performance of armour, assessment should be conducted on a regular basis in line with methods outlined in the inline monitoring (ILM). In this situation it is the responsibility of Wiltshire Police to assure continued performance of armour.

This may be completed in conjunction with manufacturers; however, it is recommended that any testing is completed at an independent facility or in the presence of a representative of the user community. Such testing should only be conducted by facilities with requisite expertise, experience and equipment to conduct such assessments.

Post Incident

Following any incident in which the body armour has been exposed to an impact, an immediate inspection should be conducted prior to any further use. If the incident is a ballistic or stab impact, the body armour must always be replaced. If the impact is a blunt trauma, for example an injury sustained in a road traffic accident or in a public disorder scenario, an inspection should be carried out in accordance with the above Maintenance Section.

Should the armour be submerged in water, it should be dried naturally away from sunlight or a direct heat source until all moisture has evaporated prior to further use. Should the body armour be exposed to chemicals, an inspection should be carried out in accordance with the above Maintenance Section. Advice can also be sought from the Force Health and Safety Department.

Storage of Body Armour

Body armour like any other form of protective equipment must be treated with care. Body Armour bags are provided. When not in use the body armour should be hung within standard police issue lockers or on rails in free circulating air at normal room temperature and humidity.

Laundering of Body Armour

The covers of the body armour can be washed at 40°C, as per the manufacturer's operation and maintenance instructions, and attention must be paid to the care labels sewn in the inside of the outer cover. Before laundering the protective armour panels must be removed and the cover turned inside out. The protective body armour panels can be cleaned with a mild soap and moist cloth. The protective body armour panels must not be laundered or dry cleaned.

When refitting the protective panels after laundering the cover ensure there is no damage to their protective envelopes. The protective armour panels must be correctly refitted in the cover with the "body side" facing the body.

Body Armour Instruction and Guidance

All police officers, special constables, police community support officers and escort officers will receive suitable instruction and advice on the use, care and wearing of their body armour as part of their probationary training. On issue of their body armour, all employees will also be supplied with a body armour information leaflet providing essential advice and guidance to the user.

7. Wiltshire Police Uniform Dress Code

Overt Body Armour

Overt body armour is designed and fitted to be worn over the uniform wicking shirt and mid layer top. Overt body armour must be worn under the fleece with the tactical high visibility vest or high visibility jacket worn over the body armour.

For all police officers -, the recommended method of PPE carriage (PPE for the purposes of this procedure includes the ASP, quick cuff and pava spray) is via the high visibility utility vest as this will help spread the load and prevent stress on the lower back. The equipment belt is also issued to police officers and special constables to provide an alternative for appointment carriage. Refer to [Standard of Dress Procedure](#) available on Firstpoint for full details.

Covert Body Armour

Covert or discreet body armour is designed to be worn under existing clothes such as a jacket, shirt, or other similar garment depending on how tight fitting those garments are but as close to the skin as possible. A covert harness for carrying personal protective equipment will be provided to those officers issued covert armour. Refer to [Standard of Dress Procedure](#) available on Firstpoint for full details.

Public Order Operations

When engaged in general public order operations, the body armour should be worn over the PSU overalls. Where the risk of petrol bomb is known the armour should be worn under the PSU overalls.

8. Health and Wellbeing

All employees are provided with an Occupational Health Instruction Booklet as part of the probationer / police staff induction training. The booklet provides staff with information on how to look after your back and exercises for a healthy back. The body armour provided by the Force incorporates the latest technological developments to ensure maximum comfort whilst being worn. However, officers and police community support officers must take advantage of opportunities whilst in the station, such as report writing, emails, breaks or meetings to remove the armour and give their backs a rest. Police officers must also ensure that minimal and only essential items are carried on their equipment belts to assist with maintaining a healthy back.

The information on the attached link has been put together by physiotherapists at the Police Treatment Centre to help users look after their body whilst wearing body armour.

<http://www.thepolicetreatmentcentres.org/physiotherapy-programme/physiotherapyoverview/BodyArmour>

Wearing Body Armour

Any member of staff experiencing difficulties relating to the fit or comfort of their body armour should, in the first instance, contact the Headquarters Supplies Department who will arrange for the armour to be refitted. If problems continue to be experienced an occupational health referral should be made by the individual's line manager at the earliest opportunity.

Wearing Body Armour in Hot Weather

During periods of hot weather or when engaged in special events or operations staff may feel uncomfortable and be at increased risk of dehydration. Staff are therefore advised to increase their intake of water during such times. It is the responsibility of management to ensure that during the planning of such special events / operations adequate provision is made for the welfare of staff (rest breaks, refreshment etc.)

9. Personal Responsibilities

Personal Responsibilities of employees who are required to wear body armour.

- Ensure that you have read and fully understood the information contained in this procedure.
- Ensure you read and understand the body armour instruction booklet and your personal responsibilities.
- Take advantage of opportunities whilst within the station, such as report writing, breaks to remove the body armour.
- Take care of your body armour and always follow the care instructions contained within this procedure and on the labels in the armour.
- Ensure you increase your intake of fluids when wearing the armour, particularly during hot weather.
- Regularly check the armour for damage as per the instructions contained within this procedure.
- Report any damage to the Supplies Department as soon as possible to ensure repair / suitable replacement can be arranged.
- DON'T allow another to wear your armour, unless in extreme circumstances.
- DON'T exchange your body armour with a colleague.
- DON'T expose yourself to intolerable or undue risk just because you are wearing the body armour.
- DON'T adjust the fitting of your body armour. If you experience difficulties contact the Supplies Department for refitting / adjusting.
- DON'T interfere or test the body armour by stabbing or slashing it

Personal Body Armour Inspection Method

Overview

1. Lay the soft body armour on a large, flat, clean surface.
2. Carefully inspect the outer carrier (jacket) for damage, paying attention to the fastenings and straps. Check that they are secure and are not showing excessive signs of wear (e.g. fraying, splitting); ensure that the fastening mechanism (e.g. Velcro® ladder locks) are clean and that they grip properly.
3. Open all straps and unzip/open the body armour carrier to remove the protective panels.
4. Lay the protective armour inserts flat on a table and carefully inspect the waterproof cover. There should be no cuts, nicks, punctures or any significant deterioration in the cover, which could allow water or other fluids into the armour pack and could adversely affect the performance the armour. If there is any damage to the cover, the protective panel should be sent to the manufacturer for inspection and may be re-covered or, where necessary, replaced.
5. With the armour still on the flat surface, carefully feel for its protective element. The protective element should be the same thickness across the entire area of the armour (except for a slight tapering/feathering at the edges, which may be included for comfort).
6. If the armour has a chain mail component for knife protection this can usually be felt through the surface of the cover on the strike face. Carefully check the full face of the armour and satisfy yourself that the chain mail is securely in place and there is no evidence of broken chain links (sharp pieces) across the full surface of the panel.
7. In scalable solutions where multiple certified protective panels are used in combination to provide an enhanced level of protection, it is ESSENTIAL that these packs are fitted together in the correct order and are the same size. They must be placed in the carrier in the correct orientation (taking note of the Body Side label) and all elements should be checked in the above manner. If in any doubt, please contact either the manufacturer or CAST for advice.
8. Once all components of the armour have been visually inspected and manually checked (as outlined above) they need to be placed back in the carrier. For the armour to perform as intended, it is essential that the inserts are placed back in the carrier in the correct orientation and in accordance with the labelling, ensuring it is not creased or folded at the edges. The performance of the armour can be reduced, and may fail, if the armour inserts are not reinserted correctly.

DOCUMENT ADMINISTRATION

Ownership:

Department Responsible: Health and Safety / Specialist Operations
Procedure Owner/Author: Sarah SOMERS / Conway DUNCAN
Technical Author:
Senior Officer/Manager Sponsor: ACC Local Policing and Partnerships

Revision History:

Revision Date	Version	Summary of Changes
19.07.2019	6.0	Scheduled review no significant changes apart from a reclassification/coding of the protection levels for future armour purchases.
14.09.2021	7.0	Standard review with minor amends

Approvals:

This document requires the following approvals:

Name & Title	Date of Approval	Version
OH&S Committee	14/09/21	7.0
ACC Local Policing and Partnerships	N/A	7.0
JNCC (Not required for all procedures)	N/A	

Distribution:

This document has been distributed via:

Name & Title	Date of Issue	Version
E-Brief	N/A no changes	7.0
Email to relevant affected Staff/Officers	N/A no changes	7.0
Other: <i>(state method here)</i>	N/A no changes	7.0

Diversity Impact Assessment:

Has a DIA been completed? If no, please indicate the date by which it will be completed. If yes, please send a copy of the DIA with the procedure to the Force Policy Officer.	☒ Yes ☐ No Date: 12/09/21
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Consultation:

List below who you have consulted with on this procedure (incl. committees, groups, etc):

Name & Title	Date Consulted	Version
Unison and Federation H&S Leads	14/09/21	7.0

Implications of the Procedure:

Training Requirements

The annual inspection of body armour forms part of the Personal Safety Training.

IT Infrastructure

No additional IT infrastructure required.