

**SERVICE DESCRIPTION****CONTENTS**

1.	INTRODUCTION .....	2
2.	PURPOSE.....	2
3.	BACKGROUND TO THE AUTHORITY.....	2
4.	BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT .....	2
5.	SCOPE OF REQUIREMENT .....	3
6.	SERVICE LEVELS AND PERFORMANCE .....	3
7.	ADDITIONAL REQUIREMENTS .....	4
8.	LOCATION.....	4
9.	SECURITY REQUIREMENTS .....	4

## 1. INTRODUCTION

**The MOD Police (MDP)** is a statutory civilian police force serving Defence and other customers across the UK.

The purpose of this document is to secure the continuing provision from 01/04/2022, of two business critical functions: a Conduct & Complaints Management System (CCMS) and a Vetting Database and Case Management System. These are currently met by CENTURION & GATEKEEPER supplied by Force Information Systems(F.I.S.). Both systems are currently used by authorised users deployed within the Ministry of Defence Police (MDP) Professional Standards Department (PSD), Professional Standards Intelligence Unit (PSIU) and Force Protective Security Team (FPST).

## 2. PURPOSE

**CENTURION** is used to record and manage Public Complaints, Misconduct, Civil Claims, Unsatisfactory Performance Procedures and associated matters for the Force to meet the CCMS requirement.

**GATEKEEPER** is used for the delivery of Police Vetting services to the Force in accordance with APP Vetting for the Police Community to meet the VMS requirement.

CENTURION has been continuously developed by FIS in collaboration with all national law enforcement stakeholders to ensure compliance with national statutory and regulatory requirements. This has been a highly productive relationship over the past 28 years in which the MDP has been fully involved. All UK police forces now use CENTURION; many more are now transferring their police vetting operations to GATEKEEPER in preference to other suppliers due to reasons of systems inter-operability, efficiency and reduced operating costs.

## 3. BACKGROUND TO THE AUTHORITY

The MDP has around 2,500 police officers who hold constabulary powers, and is an integral part of the Defence security capability. The Force provides a range of policing and security services including protective armed policing, uniformed policing and the investigation of serious crime that impacts significantly against Defence capability.

## 4. BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

**CENTURION** is used by up to 20 users in PSD/PSIU on behalf of the 'Relevant Authority' (the statutory conduct authority for the MDP). This statutory obligation is discharged in accordance with the Police Reform Act 2002, having regard to various MOA's between the Secretary of State for Defence, the Independent Office for Police Conduct (IOPC), the Police Investigations & Review Commissioner (PIRC), the Police Ombudsman for Northern Ireland (PONI) and policy and guidance published by the College of Policing (COP) and National Chief's Police Chief's Council (NPCC).

The Force is required to maintain record and publish information annually in relation to complaints and misconduct matters and to provide statistical data to regulators and applicants under the Freedom of Information Act 2000 (FOI). Centurion extracts data to meet MDP legal obligations.

CENTURION has been continuously developed by FIS in collaboration with all national law enforcement stakeholders to ensure compliance with national statutory / regulatory requirements and Police Authorised Professional Practice (APP).

**GATEKEEPER** is used by **10** members of staff within Vetting, PSIU and PSD to meet the VMS requirement.

The NVP process is regulated by a Statutory Code of Practice, augmented by the Authorised Professional Practice (APP) published by the College of Policing. All vetting decisions are amenable to judicial review, which underlines the criticality of effective case management and record keeping. This is a national requirement to ensure that staff employed as police officers and staff working alongside the police are suitably vetted for the access and roles they undertake.

GATEKEEPER is also used by up to 3 members of the FPST to manage National Security Vetting (NSV) clearance data, including 'vetting restrictions' in relation to all members of the Force. Such 'restrictions' are necessary to comply with the requirements of the Health & Safety at Work Act 1974 and in exercising the Chief Constable of MDP (CCMDP) common law duty of care.

The MDP recruitment process is managed from in force resources. This process relies on the application of Joint Services Publication (JSP) 440 in combination with national policy and guidance issued by the National Police Chiefs Council (NPCC) and the College of Policing (COP).

In order that the MDP recruitment campaign is conducted as effectively as possible, there is a critical operational requirement for the continued NPV and NSV vetting of New Entrants, New Entrants from Other Forces (NEOFs) and in future, the re-vetting of police officers currently serving with the MDP. This is essential to manage to the risks associated with recruiting individuals who may harm our staff, the public or cause damage to Police or MOD/CNI assets/reputation.

CENTURION and GATEKEEPER are also used to process employment references and vetting requests received from other police and law enforcement agencies.

## **5. SCOPE OF REQUIREMENT**

The requirement is for the provision of the following licences for 3/4 years duration effective from 1<sup>st</sup> April 2022:

- i) **Gatekeeper force-wide licence. Access for up to 100 users**
- ii) **Centurion 20 user licence.**

## **6. SERVICE LEVELS AND PERFORMANCE**

The Authority will measure the quality of the Supplier's delivery by providing the licences by 25<sup>th</sup> March 2022.

The Contractor will continue to assist and provide all software upgrades and maintenance required with this solution.

Both systems are hosted on Defence Digital's MODCloud service and their contracted supplier of the service. The application is provided to MODNET clients as required. This will continue, the SOR is purely for licensing the applications from the supplier.

**7. ADDITIONAL REQUIREMENTS**

Procurement and ordering will be carried out using MOD's Contracting Payment and Forecasting (CP&F) system. Payment will be made via CP&F delivery of the Licences to the satisfaction of the MoD's representative

**8. DELIVERY**

Delivery is to made to MDP HQ, MOD Wethersfield, Braintree, Essex CM7 4AZ for the attention of Peter Lord (MOD Police CIS dept.) [peter.lord659@mod.gov.uk](mailto:peter.lord659@mod.gov.uk)

**9. SECURITY REQUIREMENTS**

Security aspects letter to be issued by Contract manager before procurement, data held on system is GPMS Official sensitive.