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The Military Vehicle Trust
CODE OF CONDUCT

The Directors, Trustees and Executive Officers of the Military Vehicle Trust (MVT) ask all members of the MVT to follow the Code of Conduct guidelines detailed below, when they represent the MVT in any way. It's important to note that your Personal Public Liability Insurance (PPLI) and our more comprehensive Public Liability Insurance (PLI) will be invalidated if you fail to follow these guidelines and at the discretion of the Council of Management any failure to follow these guidelines may put you risk of being ejected from the MVT.

1. BEHAVIOUR

1.1. Treat all individuals fairly, with dignity & respect and avoiding giving offence
1.2. Act in a way that will not bring the reputation of the MVT into disrepute
1.3. Be responsible at all times for yourself and your guests

2. VEHICLE CONDITION & DISPLAY

2.1. Driven vehicles must be maintained in a legal, safe & roadworthy condition
2.2. Stationary display vehicles must be in a safe condition and consideration given for any substances that may be harmful to health.
2.3. All stationary vehicles must be disabled, to prevent them from being started. Except for motorbikes, vehicles must be chocked to prevent any unexpected movement and chocks must be placed to stop movement of the vehicle in both the forward and reverse directions

3. DRIVER QUALIFICATION

3.1. Drivers must have a valid current full European driving licence for the correct class of vehicle they are driving
3.2. Drivers must be familiar with the vehicle, especially when driving around public areas of an event site
3.3. Children and / or non-license holders must never be in charge, or control, of a vehicle

4. VEHICLE MOVEMENT

4.1. In accordance with the Road Traffic Act, vehicles must not be driven if the driver is under the influence of alcohol or drugs
4.2. Drivers must abide by the speed limit specified on an event site. Headlamps should be switch on and horn warnings given where required. Vehicles must travel at no more than 5mph where no guidance is provided on an event site. Normal rules of the road will apply for vehicles driven on the public highway
4.3. Drivers must ensure that any projections outside the normal overall width, length and height of their vehicle, such as whip aerials or ring-mounted machine-guns, are properly secured before moving off, especially when moving through crowds or in areas with overhead cables
4.4. Vehicles must not move through crowds, unless absolutely necessary. Where movement of a vehicle is necessary, trained marshals and the people that know the vehicle, should walk ahead and to the sides & rear of the vehicle. Marshals must wear high visibility vests and give verbal warnings to make everyone in the immediate area aware that the vehicle is moving. The use of a horn or siren to give warnings should be considered and particular attention should be given to the steering of tracked vehicles.

4.5. If any vehicle has restricted vision a responsible adult, with appropriate knowledge of the vehicle and the confidence to give direction, must act as vehicle commander. The commander must be in voice contact with the driver and is in charge of the vehicle. The driver should follow the commander's instructions unless they see a potential risk. It is the commander's responsibility to ensure passenger and public safety, which includes passengers getting on and off the vehicle.

4.6. The driver of any vehicle that is able and authorised to deep wade or swim must provide passengers and crew with life jackets if they take to the water. Prior to going in the water drivers are responsible for, and must ensure, their vehicle has no oil leaks and there is nothing in or on the vehicle likely to contaminate the water.

5. VEHICLE PASSENGERS

5.1. Passengers must be correctly seated in the seats fitted to the vehicle and children must be properly supervised.

5.2. No passengers or crew are to be carried on the exterior of the vehicle under any circumstances.

5.3. You must not carry more passengers in a vehicle than the number stipulated in the vehicle insurance policy or that driver's license permits

6. VEHICLE INSURANCE

6.1. Vehicles must be fully insured to be driven on the public highway and / or an event site

6.2. Drivers, who are not the owner of the vehicle they are driving, must have the permission of the vehicle owner and be fully insured to drive

6.3. Drivers and vehicles must carry and be able to supply on request a suitable valid motor insurance policy

7. FIRE PRECAUTIONS

7.1. All vehicles (where practical) must carry a suitable, modern type fire extinguisher

7.2. Display areas must have a modern type fire extinguisher available within their display space

8. FIRST AID

8.1. All vehicles (where practical) must carry a small first aid kit

9. PUBLIC LIABILITY INSURANCE

9.1. It's important to note that Personal Public Liability Insurance our more comprehensive Public Liability Insurance (PLI) cover is provided because you are a member of the MVT. We appreciate there are times when you may not want to promote the MVT, however, for your cover to be valid you must not promote any other organisation. It's also important to note that, just like any other insurance policy, you should do everything you can to avoid a claim.

9.2. Events where a group represents the MVT must be covered by the MVT events public liability insurance. An MVT Area Secretary will usually arrange insurance for groups. However, if you are not affiliated to an area or do not have access to the events register you can request cover by e-mailing: mvt-events@mvt.org.uk.

10. NOISE

10.1. Guidance about noise restrictions provided to attendees of an event by the event organisers must be followed

10.2. No excessive noise should be made that could cause a nuisance to others

10.3. Generators should not be used on an event or camping site between the hours of 10:30 p.m. and 7:00 a.m. unless otherwise stated or agreed by the event organisers. For further guidance on generator use please see the MVT Events Handbook

11. FIREARMS, EXPLOSIVES AND OFFENSIVE WEAPONS

11.1. There must be no discharge of any firearm, barrelled weapon, thunder flash or other explosive device without prior permission of an event organisers

11.2. Prior to using any firearms or explosives to make any loud noise, a warning to alert the public must be given

11.3. Replica and deactivated (not blank firing) guns may be carried during an event provided they are not loaded, they must not be fitted with a bayonet

11.4. You must not encourage people to handle any firearms or explosives

11.5. You must not leave any firearms or explosives unattended

11.6. All weapons must not be used in such a way as to cause anyone to feel threatened

11.7. Deactivated weapons must be accompanied with their deactivation certificate at all times

11.8. All swords and other bladed weapons are to be used for static display purposes only and they must not be left unattended

11.9. The blades of all swords and other bladed weapons must be covered whilst on display, for example in a display cabinet and they must be sheathed whilst in transit, for example, when you are moving around an event

11.10. We recommend that all swords and other bladed weapons are made blunt and that you do not encourage people to handle them

12. TERRORISM

13.1. Given the nature of MVT activities we ask all our members to remain vigilant, to keep their belongings with them at all times and report anything suspicious to any event official, MVT officer or to:

13.2. **Contact 999 for imminent threat**

13.3. **Contact the anti-terrorist hotline to report suspicious activity 0800 789321.**

13.4. **When dealing with suspicious items:**

- Do not touch
- Try and identify an owner in the immediate area
- If you still think it's suspicious, don't feel embarrassed or think somebody else will report it
- Report it to an event official, MVT officer
- Do not use mobiles in the vicinity
- Move away to a safe distance - even for a small item such as a briefcase move at least 100m away

13.5. **When dealing with suspicious items apply the 4 C's**

1. Confirm
2. Clear
3. Communicate, AND
4. Control

13.6. **The HOT protocol may be used to inform your judgement:**

- Is it Hidden?
- Has the item been deliberately concealed or is it obviously hidden from view?
- Obviously suspicious?
- Does it have wires, circuit boards, batteries, tape, liquids or putty-like substances visible?
- Do you think the item poses an immediate threat to life?
- Is the item typical of what you would expect to find in this location?
- Most lost property is found in locations where people congregate. Ask if anyone has left the item.
- If the item is assessed to be unattended rather than suspicious, examine further before applying lost property procedures.
- Communicate – call 999. Inform an event official or MVT officer
- Do not use radios within 15 metres

13.7. **Firearms and weapons attack**

Run, Hide, Tell – Stay safe

Run

- Escape if you can
- Consider the safest options
- Is there a safe route? Run if not hide
- Can you get there without exposing yourself to greater danger?
- Insist others leave with you
- Leave belongings behind

Hide

- If you cannot run, hide
- Find cover from gun fire
- If you can see the attacker, they may be able to see you. Cover from view does not mean you are safe, bullets go through glass, brick, wood and metal

- Find cover from gun e.g. substantial brickwork/heavy reinforced walls
- Be aware of your exits
- Try not to get trapped
- Be quiet, silence your phone
- Lock/barricade yourself in
- Move away from the door

13. UNIFORMS/FLAGS & DISPLAYS

13.1. The use of WW2 German SS uniforms, insignia and flags is not allowed

13.2. There must be no display of runes or Skull & Crossbones, or any other items associated with the SS

13.3. The displaying of flags, banners or other devices depicting the Swastika is **NOT** permitted

13.4. Wearing British medal ribbons and ranks, to which the wearer is not entitled, is an offence and should not be worn

13.5. Members of The Military Vehicle Trust must not be seen as representing any form of political party

13.6. Permitted uniforms should be worn correctly and in context, they may be worn outside of events to enhance the appearance of vehicles or to promote The Military Vehicle Trust in a positive light

13.7. Displays that have the potential for offending individuals must carry a warning sign that is easily visible to the public saying, "***This educational display shows the impact and consequences of war, which may cause offence or distress. Please ask the exhibitors to find out more.***"

13.8. MVT members are asked to remain vigilant and to report anyone suspected of being in breach of requirements to an event official or any MVT officer

13.9. A complaint from anyone who reports they are offended by any uniforms, displays, flags and insignia (permitted or otherwise) must be treated with respect and asked to report their complaint to the event official or any event MVT officer

13.10. The decisions of event organisers to remedy any complaint remove displays, take down flags or ask for uniforms to be removed from display must be abided by, and is final

13.11. All complaints must be reported to the Military Vehicle Trust Event Officer, who will make an evaluation using the guidelines in the "Report Serious Incident Policy"

14. PETS

14.1. Owners should only bringing their pets to an event if the organisers have indicated pets are welcome

14.2. Where pets are welcome, dogs must be kept on a lead at all times and owners must clear up after their pet

14.3. Animals must never be left in warm vehicles, campers or enclosed spaces on a hot day

15. MEDIA

15.1. Members must not talk to any member of the press regarding MVT issues without permission from an MVT Trustee

15.2. Requests about war history, vehicles and displays do not require permission

16. AREA MEETINGS & AREA EVENTS

16.1. The local Area Secretary must record monthly area meetings and any events where area members are representing the MVT. Details must be recorded on the MVT events register, otherwise the meeting or event will not be covered by the relevant insurance

17. DATA PROTECTION

17.1. All members of the MVT have a responsibility to ensure the security of members' personal data such as names, e-mail address, bank details etc. Data must be protected in way to comply with Data Protection legislation. Data may be in digital, printed or written form.

Further information on many of these statements can be found in the MVT Events Handbook