TLIO5005 Plan and manage security procedures for the enterprise

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to plan and manage the enterprise's security procedures, in accordance with relevant standards, codes of practice, regulatory requirements and workplace procedures.

It includes assessing security risks, specifying security requirements, implementing a security plan as well as monitoring and reviewing the security system performance.

Work is under general guidance on progress and outcomes. It requires discretion and judgement for self and others in planning and using resources, services and processes to achieve required outcomes.

The unit generally applies to those with responsibility for resource coordination and allocation, who lead individuals or teams.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

O – Security

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Assess security risks	1.1 Records of security breaches, thefts and damage are reviewed to identify past security incidents

		1.2	Potential risks to the security of stock, personnel, facilities, information and equipment are identified, considering internal and external factors
		1.3	Relative risks from a range of sources are assessed and compared with existing security measures
		1.4	Discrepancies between identified risk and current security processes are noted
2	Specify security requirements	2.1	Decisions and adjustments to security equipment, facilities and services are made based on risk assessment in relation to organisational benefits
		2.2	Security organisational arrangements are documented and implementation strategies are established
		2.3	Security plan including performance indicators is prepared in accordance with workplace requirements and is circulated for feedback prior to finalisation and implementation
		2.4	Questions and feedback from stakeholders are responded to promptly and, where appropriate, incorporated in the plan
3	Implement security plan	3.1	Implementation priorities are identified, and management and workplace personnel are informed
		3.2	Competency requirements for the work are identified and staff are allocated and/or trained and assessed to meet identified requirements
		3.3	Equipment and facilities are allocated and/or obtained
		3.4	Workplace personnel and equipment are organised to meet requirements ensuring that work loads are balanced and other workplace activities are met
		3.5	Workplace security policies and procedures are amended and trialled to improve performance
		3.6	Operating procedures and methods are explained to workplace personnel and follow-up communication methods are used to ensure work requirements are applied
4	Monitor and review system performance	4.1	Security reports are collated and categorised
		4.2	Reports are compared to identify trends in breaches
		4.3	Security procedures are modified to rectify identified gaps

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIO5005A Plan and manage security procedures for the enterprise.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851