



Australian Government

CPPSEC4004 Supervise security operations

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 9.0.

Supersedes and is equivalent to CPPSEC4004A Monitor and review security operations. Updated to meet the Standards for Training Packages.

Application

This unit specifies the skills and knowledge required to supervise security operations. It includes developing operational plans, assessing and controlling anticipated security risks, monitoring operations and implementing required contingencies. It also includes evaluating the results based on debriefing sessions and incident observations to recommend improvements to future operations.

This unit is suitable for those using specialised knowledge to complete routine and non-routine tasks and using their own judgement to deal with predictable and sometimes unpredictable problems.

Legislative, regulatory or certification requirements apply in some states and territories to the provision of advice on security solutions, strategies, protocols and procedures. For further information, check with the relevant regulatory authority.

Pre-requisite Unit

None.

Unit Sector

Security/Risk management

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

1 Plan and organise security operation.

1.1 Access and interpret key requirements of legislation, regulations and workplace policies and procedures, including work health and safety (WHS), and apply to work instructions to ensure compliance.

1.2 Obtain and review work instructions to clarify security

- operation timeframes and resource requirements.
- 1.3 Develop and document operational plan and schedule activities and resources to effectively conduct security operation to meet work instructions.
 - 1.4 Identify and assess anticipated risks associated with security operation and implement risk control measures in accordance with WHS requirements.
 - 1.5 Organise required equipment, resources and technologies following workplace procedures.
 - 1.6 Establish communication processes and chain of command requirements.
 - 1.7 Brief relevant persons to explain operational information and instructions and use questioning and active listening to respond to issues and concerns.
- 2 Monitor security operation.
- 2.1 Systematically monitor security operation progress against operational plan.
 - 2.2 Use security equipment, resources and technologies to support monitoring tasks following manufacturers' instructions.
 - 2.3 Maintain communication with team members and receive, confirm and organise requested assistance.
 - 2.4 Identify contingencies affecting the security operation and vary the operational plan in consultation with relevant persons.
 - 2.5 Record and report operational information according to workplace requirements.
- 3 Review security operation.
- 3.1 Evaluate effectiveness of security operations in consultation with relevant persons.
 - 3.2 Plan, schedule and conduct debriefing sessions for individuals involved in the operation.
 - 3.3 Review incident observations to identify opportunities for improvement to future security operations.

- 3.4 Document review findings and recommendations and present to relevant persons according to workplace requirements.

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- oral communication skills to use clear explanations, active listening and questioning skills to convey and clarify operational information
- writing skills to prepare succinct and logically structured operational plans.

Unit Mapping Information

Supersedes and equivalent to CPPSEC4004A Monitor and review security operations.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>