Australian Government

Department of Education, Employment and Workplace Relations

CPPSEC4014A Commission and decommission networked security system

Release: 1

CPPSEC4014A Commission and decommission networked security system

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit of competency specifies the outcomes required to isolate, commission and decommission a range of networked security systems. It requires the ability to accurately interpret systems and network specifications, conduct and measure performance testing, and analyse relevant data.
	This unit may form part of the licensing requirements for persons responsible for commissioning and decommissioning networked security systems in those states and territories where these are regulated activities.

Application of the Unit

Application of the unit	This unit of competency has application in those work roles involving the commissioning and decommissioning of networked security systems. Competency requires legal and operational knowledge applicable to relevant sectors of the security industry. The knowledge and skills described in this unit are to be applied within relevant legislative and organisational guidelines.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

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Employability Skills Information

Employability skills   This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the required skills and knowledge section and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Plan and prepare work.	1.1 Applicable provisions of *legislative* and *organisational requirements* relevant to commissioning and decommissioning networked security systems are identified and complied with.
	1.2 *Assignment instructions* and other *relevant information* are obtained and reviewed.
	1.3 *Tools*, *equipment and testing devices* are obtained and checked for correct operation and safety.
	1.4 *Site access and specific site requirements* are confirmed with *relevant persons* in accordance with organisational procedures.
	1.5 Relevant persons are consulted to ensure the work is coordinated effectively with others in the work area.
	1.6 Occupational Health and Safety (OHS) issues are identified and appropriate *risk* control measures implemented in accordance with organisational procedures.
2 Commission networked security system.	2.1 OHS risk control measures and procedures for commissioning a networked security system are complied with.
	2.2 Equipment interconnections and parameters are confirmed in accordance with system specifications.
	2.3 Non-software configurations are set and confirmed and software is installed and hardware data loaded in accordance with manufacturer's instructions.
	2.4 Performance tests are conducted to ensure operation meets prescribed parameters and system specifications.
	2.5 Malfunctions or deviations from specifications are documented and reported.
	2.6 *Hand-over* of commissioned networked security system is conducted in accordance with organisational procedures.
3 Decommission networked security system	3.1 OHS risk control measures and procedures for decommissioning a networked security system are complied with.
	3.2 Networked security system is accessed with minimal disruption to surrounding environment and services.
	3.3 Isolation procedures to protect the operation of existing structures are confirmed with relevant persons and implemented in accordance with manufacturer's instructions.
	3.4 Sources of energy are safely terminated in accordance

ELEMENT	PERFORMANCE CRITERIA
	with manufacturer's instructions.
	3.5 Networked security system equipment and components are removed as required in accordance with assignment instructions.
4 Complete work activities.	4.1 Work is completed in an efficient and effective manner within designated timeframes.
	4.2 Notification of work completion is made in accordance with organisational procedures.
	4.3 Work area is cleaned and restored in accordance with organisational procedures.
	4.4 Waste from commissioning and decommissioning procedures is collected, treated and disposed of in accordance with organisational procedures.
	4.5 Commissioning and decommissioning records and reports are completed and securely maintained in accordance with organisational procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge and their level required for this unit.

Required skills

- accurately identify and correctly handle cables
- coaching and mentoring to provide support to colleagues
- communicate in a clear and concise manner
- confirm systems are ready to be commissioned
- confirm that systems and their performance meet the required operational specification
- demonstrate the operation of systems during hand-over
- effectively operate a range of security systems and   networks
- estimate and organise resource requirements
- methodically prioritise and organise work tasks
- minimise disruption to surrounding work activities
- read and interpret plans and specifications
- safely disable security equipment and systems
- select and use suitable tools and equipment
- solder, weld and carry out basic carpentry
- solve routine problems

REQUIRED SKILLS AND KNOWLEDGE

- source relevant commissioning and decommissioning information
- test security equipment systems and read a multimeter.

Required knowledge

- building construction methods and types
- cable identification and handling requirements
- cable termination and connection procedures
- earthing systems, arrangements and requirements
- electrical concepts (voltage, current, resistance and impedance)
- electrical connections and types of electrical circuits
- functions and features of systems being commissioned
- isolation procedures
- methods and procedures to commission and decommission a range of security systems and networks
- OHS requirements and safe work practices
- procedures for working in confined spaces
- processes and procedures to bring systems into operation
- relevant legislative including Australian building codes and Australian Communications Authority cabling standards
- risks and hazards associated with commissioning and decommissioning work
- security systems and network configurations and programs
- technical terminology
- types and functions of computer software
- types and functions of tools, equipment and testing devices
- types, functions and requirements of security systems and networks.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	A person who demonstrates competency in this unit must be able to provide evidence of: - accessing security systems and network and methodically carrying out commissioning and decommissioning procedures with minimal disruption to client services, existing structures or normal work routines

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- clearly identifying commissioning and decommissioning requirements of security systems and network from work order, and organising appropriate tools, equipment and materials to carry out work
- following safe and efficient work practices in the use of tools and equipment and accurately identifying and managing risks and hazards to commissioning and decommissioning work and work areas
- handing over security equipment and system to client ensuring a full and complete understanding of systems and network operations and functions through the provision of clear and effective instructions, information and training as required
- reinstating work area to a safe operational condition and preparing and submitting all required documentation in an accurate and prompt manner.

Context of and specific resources for assessment	Context of assessment includes:

Context of assessment includes:

- a setting in the workplace or environment that simulates the conditions of performance described in the elements, performance criteria and range statement.

Resource implications for assessment include:

- access to plain English version of relevant statutes and procedures
- access to a registered provider of assessment services
- access to a suitable venue and equipment
- assessment instruments including personal planner and assessment record book
- work schedules, organisational policies and duty statements.

Reasonable adjustments must be made to assessment processes where required for people with disabilities. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

This unit of competency could be assessed using the following methods of assessment:

- observation of processes and procedures
- questioning of underpinning knowledge and skills.

Guidance information for assessment

Assessment processes and techniques must be culturally appropriate and suitable to the language, literacy and numeracy capacity of the candidate and the competency being assessed. In all cases where practical assessment is used, it should be combined with targeted questioning to assess the underpinning knowledge.

Oral questioning or written assessment may be used to assess underpinning knowledge. In assessment situations where the

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candidate is offered a choice between oral questioning and written assessment, questions are to be identical.

Supplementary evidence may be obtained from relevant authenticated correspondence from existing supervisors, team leaders or specialist training staff.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Legislative requirements may relate to:

- Australian standards and quality assurance requirements
- cabling
- general 'duty of care' responsibilities
- licensing or certification requirements
- privacy and confidentiality
- relevant commonwealth, state and territory legislation, codes and national standards for:
  - anti-discrimination
  - cultural and ethnic diversity
  - environmental issues
  - equal employment opportunity
  - industrial relations
  - OHS
- relevant industry codes of practice
- telecommunications
- trespass and the removal of persons.

Organisational requirements may relate to:

- access and equity policies, principles and practices
- business and performance plans
- client service standards
- code of conduct, code of ethics
- communication and reporting procedures
- complaint and dispute resolution procedures
- emergency and evacuation procedures
- employer and employee rights and responsibilities

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	- OHS policies, procedures and programs - own role, responsibility and authority - personal and professional development - privacy and confidentiality of information - quality assurance and continuous improvement processes and standards - resource parameters and procedures - roles, functions and responsibilities of security personnel - storage and disposal of information.
Assignment instructions **may include**:	- access to site and specific site requirements - budget allocations - completion dates - job requirements and tasks - resource requirements - specific client requirements - equipment and system type - equipment locations and positions - installation procedures and schedule - monitoring requirements - requirements as detailed in security assessment or client brief - service and maintenance requirements - system capabilities and functions - warranties and guarantees - warranties and service information - work schedules.
Relevant information **may include**:	- checklists - drawings - system specifications - systems and network plans - technical information - user information.
Tools, *equipment and testing devices* **may include**:	- communications equipment - computer disks - hand tools - multimeter - personal protective equipment - power tools - terminating tools.
Site access and specific	access and egress points, time of access

site requirements **may include**:	• access codes, keys, passes, security clearances • building codes and regulations • heritage listings • noise control • OHS requirements • union requirements.
Relevant persons **may include**:	• client • equipment and system manufacturers • other professional or technical staff • security consultants • security personnel • supervisor.
Risk **relates to**:	• the chance of something happening that will have an impact on objectives.
Hand-over may involve:	• completing hand-over documents • confirming arrangements for training system users • confirming that clients are ready to accept responsibility for systems • demonstrating and explaining the operation of systems.

Unit Sector(s)

Unit sector   Security

Competency field

Competency field   Security and risk management