



**Australian Government**

# **DEFEXO015 Follow security procedures**

**Release: 1**

# DEFEXO015 Follow security procedures

## Modification History

| Release | Comments   |
|---------|--|
| 1       | <p>This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to DEFEO008 Follow security procedures.</p> <ul style="list-style-type: none"><li>• Unit code updated</li><li>• Content and formatting updated to comply with the new standards</li><li>• All PC transitioned from passive to active voice</li><li>• PC 3.4, 4.1, 4.4 and 4.5 removed</li></ul> |

## Application

This unit describes the skills required to follow security procedures in an explosive workplace environment, including but not limited to:

- training areas
- ranges
- operational areas
- warehousing and distribution points
- road, rail, aviation, and maritime transport
- freight forwarding and customs broking areas

It includes checking and maintaining the security of any goods and cargo; ensuring the security of workplace personnel and visitors; identifying and reporting any security threats or situations; and completing all required security records.

This unit was developed for those working within an explosive workplace. While developed by Defence, it is applicable to any individual in this field of work.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently and as part of a team, under direct and/or indirect supervision, use discretion and judgement, and take responsibility for the quality of their output. They would perform routine tasks in a range of contexts.

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

## Competency Field

Explosive Ordnance

## Elements and Performance Criteria

| ELEMENTS  | PERFORMANCE CRITERIA   |
|---|--|
| Elements describe the essential outcomes                        | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.  |
| <b>1. Maintain security of goods and cargo</b>                  | 1.1 Secure goods and cargo, within specified locations, transport vehicles, vessels or aircraft.<br>1.2 Check and maintain seals, tamper proof packaging, locks and other security measures on goods or cargo.<br>1.3 Recognise and report signs of pillaging, theft and interference.<br>1.4 Recognise signs of suspicious goods and cargo and report to designated personnel.<br>1.5 Report any breaches of security requirements to designated personnel.           |
| <b>2. Maintain security of workplace personnel and visitors</b> | 2.1 Carry out security checks of workplace personnel and visitors where applicable.<br>2.2 Follow precautions and measures aimed at protecting the security of workplace personnel and visitors.<br>2.3 Recognise and investigate signs of security threats.<br>2.4 Recognise signs of suspicious behaviour and report them to designated personnel.<br>2.5 Report any breaches of security requirements for workplace personnel and visitors to designated personnel. |
| <b>3. Identify a security threat or situation</b>               | 3.1 Identify and assess security threat or situation and prioritise response.<br>3.2 Evaluate implications of the security threat or situation.<br>3.3 Alert relevant personnel to the security threat or situation.   |
| <b>4. Respond to a security threat or situation</b>             | 4.1 Handle security threats or incidents in accordance with established response plan and within limits of responsibility and duty of care.<br>4.2 Provide assistance in controlling the site both prior to and following arrival of security and/or emergency services.   |
| <b>5. Maintain security records</b>                             | 5.1 Maintain records of security checks and precautions.<br>5.2 Complete reports of security incidents or threats.   |

## Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

|          |   |   |   |   |         |   |   |   |   |         |   |   |   |   |                    |   |   |   |   |              |   |   |   |   |
|----------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|--------------------|---|---|---|---|--------------|---|---|---|---|
| 1        | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1                  | 2 | 3 | 4 | 5 | 1            | 2 | 3 | 4 | 5 |
| Learning |   |   |   |   | Reading |   |   |   |   | Writing |   |   |   |   | Oral communication |   |   |   |   | Numeracy N/A |   |   |   |   |

Performance variables:

|         |   |   |   |   |         |   |   |   |   |                 |   |   |   |   |                 |   |   |   |   |
|---------|---|---|---|---|---------|---|---|---|---|-----------------|---|---|---|---|-----------------|---|---|---|---|
| 1       | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1               | 2 | 3 | 4 | 5 | 1               | 2 | 3 | 4 | 5 |
| Support |   |   |   |   | Context |   |   |   |   | Text complexity |   |   |   |   | Task complexity |   |   |   |   |

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

## Unit Mapping Information

This unit supersedes and is equivalent to DEFEO008 Follow security procedures.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

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