



Australian Government

Department of Education, Employment and Workplace Relations

TLIO3007A Undertake emergency response action to a security threat

Release: 1

TLIO3007A Undertake emergency response action to a security threat

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to undertake emergency action to a potential security threat, including selecting emergency actions to be applied, maintaining communications, and reporting the incident in accordance with established procedures. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Application of the Unit

Work must be carried out in compliance with the relevant sections of the regulations of the relevant state/territory authorities concerned with the secure delivery of valuables, secured products, documents and materials.

Work is performed under general or limited supervision. It involves the application of the basic security principles, routine procedures and regulatory requirements to undertake appropriate emergency response action to a security threat.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

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. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Select emergency actions to be applied	<ul style="list-style-type: none">1.1 Threats or potential threats are recognised1.2 Where able, agency/branch/base and/or police are alerted to potential security threat with all relevant details and requests for supportive action being detailed1.3 Range of emergency actions are identified and analysed1.4 Security threat and appropriate emergency plans are matched1.5 Emergency actions are invoked in accordance with emergency procedures and in consideration of own safety, members of the public and the consignment1.6 Emergency actions are modified consistent with changes within the emergency environment
2 Maintain communications	<ul style="list-style-type: none">2.1 Communication is maintained with agency/branch/base and relevant agencies/personnel in accordance with enterprise and emergency procedures2.2 Information is conveyed in a clear, concise and accurate manner
3 Report incident	<ul style="list-style-type: none">3.1 Reporting arrangements are completed according to enterprise procedures3.2 Police or other emergency services are provided with reports as required

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

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

Required knowledge:

- Relevant state and territory permit and licence regulations and requirements
- Relevant OH&S procedures and guidelines
- Risks and hazards when transferring cash-in-transit and related precautions to control security threats
- Operational procedures for identification of security threats and undertaking emergency response
- Contingency planning relating to managing and controlling security threats
- Requirements for approved work procedures and relevant equipment
- Housekeeping standards procedures required in the workplace
- Typical problems that can occur when undertaking emergency response action to a security

REQUIRED KNOWLEDGE AND SKILLS

threat and appropriate action that can be taken to prevent or solve them

Required skills:

- Communicate effectively with others when undertaking emergency response action to a security threat
- Read and interpret instructions, procedures, information and signs relevant to emergency response action to a security threat
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to emergency response action to a security threat
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when undertaking emergency response action to a security threat
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems that may arise when undertaking emergency response action to a security threat in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may occur when undertaking emergency response action to a security threat
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during emergency response action to a security threat
- Apply relevant agreements, codes of practice or other legislative requirements
- Plan own work including predicting consequences and identifying improvements
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Identify and correctly use equipment, processes and procedures
- Adapt to differences in equipment in accordance with standard operating procedures
- Safely use correct manual handling techniques
- Select and use required personal protective equipment conforming to industry and OH&S standards

Evidence Guide

EVIDENCE GUIDE

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

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| Critical aspects for assessment and evidence required to demonstrate competency in this unit | <ul style="list-style-type: none">• The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:<ul style="list-style-type: none">• the underpinning knowledge and skills• relevant legislation and workplace procedures• other relevant aspects of the range statement |
| Context of and specific resources for assessment | <ul style="list-style-type: none">• Performance is demonstrated consistently over a period of time and in a suitable range of contexts• Resources for assessment include:<ul style="list-style-type: none">• a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or• access to an appropriate range of relevant operational situations in the workplace• In both real and simulated environments, access is required to:<ul style="list-style-type: none">• relevant and appropriate materials and equipment, and• applicable documentation including workplace procedures, regulations, codes of practice and operation manuals |
| Method of assessment | <ul style="list-style-type: none">• Assessment of this unit must be undertaken by a registered training organisation• As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests• Practical assessment must occur:<ul style="list-style-type: none">• through activities in an appropriately simulated environment at the registered training organisation, and/or• in an appropriate range of situations in the workplace |

Range Statement

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.

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|---|---|
| Operations may be conducted: | <ul style="list-style-type: none">• in a range of work environments and weather conditions• by day or night |
| Customers may be: | <ul style="list-style-type: none">• internal or external |
| Hazards may include: | <ul style="list-style-type: none">• vehicular and pedestrian traffic• firearm handling• persons with felonious intent• uneven ground, steps, road surfaces• dust and vapours• hazardous or dangerous materials• humidity, air temperature |
| Consultative processes may involve: | <ul style="list-style-type: none">• clients• private security personnel• public sector security personnel• police• security consultants• other employees and supervisors• management• other professional or technical staff |
| Incidents may include: | <ul style="list-style-type: none">• actual or potential breaches of security arrangements |
| Emergency actions are undertaken within: | <ul style="list-style-type: none">• workplace policy and procedures |
| Communication may include: | <ul style="list-style-type: none">• mobile and fixed phones• radio• oral, aural or signed communications |
| Depending on the type of organisation concerned and the local terminology used, workplace procedures may include: | <ul style="list-style-type: none">• company procedures• enterprise procedures• organisational procedures• established procedures |
| Personal protective equipment may include: | <ul style="list-style-type: none">• gloves• safety headwear and footwear• firearms• two-way radios |
| Information/documents may include: | <ul style="list-style-type: none">• workplace procedures and policies• job specifications• relevant manufacturers specifications |

RANGE STATEMENT

Applicable regulations and legislation may include:

- competency standards and training materials
- supplier and/or client instructions
- material safety data sheets
- codes of practice including the National Standards for Manual Handling and the Industry Safety Code
- award, enterprise bargaining agreement, other industrial arrangements
- standards and certification requirements
- quality assurance procedures
- emergency procedures
- licensing and permits for firearms and security occupations
- relevant Australian Standards and certification requirements
- relevant state/territory privacy legislation
- relevant state/territory firearms legislation
- state/territory OH&S regulations and legislation, including manual handling regulations
- licensing requirements for driving and carrying particular classes of goods
- relevant state/territory road rules and traffic acts

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

O - Security