



Australian Government

CPPSEC4001 Manage work health and safety in the security work environment

Release: 1

CPPSEC4001 Manage work health and safety in the security work environment

Modification History

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

Supersedes and is equivalent to CPPSEC4001A Manage a safe workplace in the security industry. Updated to meet the Standards for Training Packages.

Application

This unit specifies the skills and knowledge required to manage work health and safety in the security work environment. It includes facilitating WHS awareness, legislative compliance and consultation, monitoring compliance with risk control procedures, and planning and implementing WHS training for individuals and teams.

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 Facilitate WHS awareness and compliance.

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

1.2 Access security industry networks to source WHS

- information and maintain awareness of current WHS practices and changed regulatory requirements.
- 1.3 Disseminate WHS policies, procedures and information throughout the workplace to facilitate WHS awareness and compliance with legal rights and responsibilities.
 - 1.4 Explain WHS policies and procedures to the work group to support compliance with legislative and regulatory requirements.
- 2 Facilitate WHS consultation, cooperation and communication.
- 2.1 Arrange WHS consultation activities to exchange information on WHS issues and compliance.
 - 2.2 Monitor WHS activities to ensure work group members cooperate in WHS management.
 - 2.3 Consult with work group members to identify WHS issues and implement prompt response actions.
 - 2.4 Update policies and procedures to address WHS issues raised through consultation and promptly disseminate revised information.
- 3 Monitor compliance with risk control processes.
- 3.1 Implement hazard identification procedures in the security work environment and monitor reporting processes to confirm compliance.
 - 3.2 Implement procedures to control security risks and monitor correct use of the hierarchy of controls by individuals and teams.
 - 3.3 Identify and address procedural inadequacies associated with hazard identification and risk control.
- 4 Implement WHS training.
- 4.1 Develop and document a WHS training plan to meet individual and team training needs in consultation with relevant persons.
 - 4.2 Review WHS training processes and materials and make required adjustments to ensure relevance and capacity to meet individual and team WHS learning needs.
 - 4.3 Source and implement WHS training opportunities and

monitor achievement against the plan.

- 4.4 Update the training plan to respond to changes in the work group or WHS policies, procedures or legislative 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 WHS information
- writing skills to prepare succinct and logically structured policies, procedures and training plans.

Unit Mapping Information

Supersedes and equivalent to CPPSEC4001A Manage a safe workplace in the security industry.

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>