



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>

Assessment Requirements for CPPSEC4004 Supervise security operations

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Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by supervising three different security operations including for each operation:

- receiving a minimum of two requests for assistance during the operation
- identifying a minimum of two contingencies requiring the operational plan to be varied
- planning and conducting debriefing sessions involving a minimum of two participants.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- workplace policies and procedures that ensure compliance with legislative and regulatory requirements when supervising security operations:
 - anti-discrimination and diversity
 - apprehension, arrest and restraint of persons
 - key requirements of legislation, regulations and codes of conduct for security operations in the jurisdiction of operation
 - legal rights and responsibilities of employers, supervisors and employees associated with work health and safety and duty of care
 - licensing requirements in the security industry
 - personal protective equipment
 - trespass and removal of persons
 - use of force
- chain of command and communication processes used to monitor security operations
- implications for security operations arising from the *National Guidelines for the Protection of Places of Mass gathering from Terrorism*
- key principles of team dynamics, team leadership and management
- methods for briefing security operations information and instructions to individuals and teams
- methods for debriefing security operations with individuals and teams

- methods for reviewing security operations to identify procedural improvements
- procedures for communicating and collaborating with emergency services
- process of dynamic risk assessment and application of risk management using the hierarchy of controls
- purpose of *Australia's Strategy for Protecting Crowded Places from Terrorism* and understanding of:
 - definition of crowded places
 - key security issues for crowded places
 - objectives, characteristics and identification of active armed offenders
 - definition of hostile vehicles and methods of attack
 - signs of chemical weapons attack and recommend response
 - general features of improvised explosive devices and recommended incident response
- typical security workplace hazards, risks and emergency situations and the control measures for each
- ways that social and cultural differences may be expressed
- work scheduling procedures.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

All individuals engaged by a licensed RTO for security licensing purposes must hold both a security trainers licence (where such a licence exists within the relevant jurisdiction) and the licence for performing the security activities for which the individual is providing training or assessment. Regulators may impose other assessor conditions to meet jurisdictional assessment requirements.

Assessment must be conducted in the workplace or in a simulated workplace environment. Candidates must have access to:

- legislation, regulations and codes of practice that apply to security operations in the jurisdiction of operation
- work instructions, security equipment, resources and information technologies required to achieve the performance evidence
- *National Guidelines for the Protection of Places of Mass gathering from Terrorism*
- *Australia's Strategy for Protecting Crowded Places from Terrorism*.

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