



Australian Government

CSCSAS002 Screen access to and exit from premises

Release: 1

CSCSAS002 Screen access to and exit from premises

Modification History

Release	Comments
1	This unit was released in CSC Correctional Services Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to CSCSAS202A Screen access to and exit from premises. PCs 1.1, 1.4, 2.1 and 3.4 wording revised

Application

This unit describes the skills required to screen people, property and vehicles entering and leaving a premises.

This unit applies to those working in detention centres, correctional centres or prisons, community corrections offices, justice administration offices and on work sites where detainees, prisoners or offenders are under statutory supervision.

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, particularly those related to screening people, property and vehicles.

Those undertaking this unit work independently but regularly use familiar support resources. The unit requires basic analysis and communication skills.

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

Competency Field

Safety and security

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.
1. Screen people and property entering and leaving the site	1.1 Act in a polite and professional manner when screening people and property. 1.2 Check the identity of people entering restricted areas by matching relevant details on identification documents. 1.3 Issue and collect entry passes. 1.4 Report and record incidents that infringe regulations. 1.5 Provide information required about the visit to people who need to know. 1.6 Provide escorts according to regulations and instructions. 1.7 Search personal property according to authorisations, procedures and code of conduct. 1.8 Handle prohibited items according to procedures. 1.9 Report items found during search accurately and in the required format.
2. Screen vehicles and goods entering and leaving the site	2.1 Control vehicle access and issue of vehicle passes according to procedures. 2.2 Check and verify items being transported into and from the premises or site against authorised documentation. 2.3 Search deliveries, goods and vehicles entering and leaving the site according to procedures. 2.4 Identify and report unauthorised goods accurately and to the authorised officers. 2.5 Direct vehicle parking according to regulations and instructions. 2.6 Report vehicle incidents or accidents to authorised officer.

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 N/A					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	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](#)

<http://www.govskills.com.au/guides/correctional-services/foundation-skills-guide> on the GSA website.

Unit Mapping Information

Supersedes and is equivalent to CSCSAS202A Screen access to and exit from premises.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

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Assessment Requirements for CSCSAS002 Screen access to and exit from premises

Modification History

Release	Comments
1	These Assessment Requirements were released in CSC Correctional Services Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least two occasions.

- using equipment for the purpose and in the manner intended and authorised
- using search methods specified in operating procedures
- communicating orally with a diverse range of people
- identifying faults in security procedures and problems in equipment and practices
- using information systems to report items found and record incidents

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- organisation's policies and procedures related to screening access to and exit from premises
- requirements for incident records and reports
- requirements for emergency evacuation
- use of equipment and safety procedures
- risks and emergencies and the requirements for identifying and responding to them
- duty of care

Assessment Conditions

Evidence should be gathered over time and drawn from the range of routine and required work activities relevant to the performance criteria, the range statement and the organisational environment. Assessment of competence in this unit relies on demonstrated compliance with standard operating procedures and organisational policies.

Valid assessment of this unit requires a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when screening access to and exit from restricted premises, including coping with difficulties, irregularities and breakdowns in routine.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

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