



Australian Government

DEFEXO015 Follow security procedures

Release: 2

DEFEXO015 Follow security procedures

Modification History

Release 2. Modifications made to Foundation Skills and Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

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

- Unit code updated
- Content and formatting updated to comply with the new standards
- All PC transitioned from passive to active voice
- PC 3.4, 4.1, 4.4 and 4.5 removed

Application

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

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

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.

Pre-requisite Unit

Not applicable.

Competency Field

Explosive Ordnance

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Maintain security of goods and cargo

2 Maintain security of workplace personnel and visitors

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1 Secure goods and cargo, within specified locations, transport vehicles, vessels or aircraft

1.2 Check and maintain seals, tamper proof packaging, locks and other security measures on goods or cargo

1.3 Recognise and report signs of pillaging, theft and interference

1.4 Recognise signs of suspicious goods and cargo and report to designated personnel

1.5 Report any breaches of security requirements to designated personnel

2.1 Carry out security checks of workplace personnel and visitors where applicable

2.2 Follow precautions and measures aimed at protecting the security of workplace personnel and visitors

2.3 Recognise and investigate signs of security threats

2.4 Recognise signs of suspicious behaviour and report them to designated personnel

		2.5	Report any breaches of security requirements for workplace personnel and visitors to designated personnel
3	Identify a security threat or situation	3.1	Identify and assess security threat or situation and prioritise response
		3.2	Evaluate implications of the security threat or situation
		3.3	Alert relevant personnel to the security threat or situation
4	Respond to a security threat or situation	4.1	Handle security threats or incidents in accordance with established response plan and within limits of responsibility and duty of care
		4.2	Provide assistance in controlling the site both prior to and following arrival of security and/or emergency services
5	Maintain security records	5.1	Maintain records of security checks and precautions
		5.2	Complete reports of security incidents or threats

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

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>

Assessment Requirements for DEFEXO015 Follow security procedures

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and includes:

- applying security procedures within an explosive workplace
- completing organisational security incident reports

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and includes:

- operational knowledge of:
 - identification of possible security threats/incidents
 - organisation security procedures

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy

requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

Links

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