



Australian Government

PSPSEC002 Respond to government security incidents

Release: 1

PSPSEC002 Respond to government security incidents

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPSEC302A Respond to government security incidents. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice • PC 1.1 and 1.2, PC 2.1 and 2.2 merged

Application

This unit describes the skills required to access and advise on security incidents and plan an incident response within the limits of role and responsibility.

This unit applies to those working in a security role where they are expected to identify, manage, finalise and recommend actions if required.

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 generally work independently and/or as part of a team, using support resources as required. They would perform routine tasks in a range of familiar and unfamiliar contexts.

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

Competency Field

Security

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe	Performance criteria describe the performance needed to demonstrate

the essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Assess and advise on security incidents	1.1 Identify security incident and respond, according to seriousness of the incident. 1.2 Conduct preliminary assessment that considers the nature of the breach, level of risk and likely consequences. 1.3 Determine limitations of own expertise and refer to more specialised personnel as required. 1.4 Maintain records relating to the incident.
2. Plan incident response	2.1 Identify, collect and assess evidence to determine risk factor. 2.2 Recommend action appropriate to the level of seriousness of the incident. 2.3 Identify and document changes required in security policy as a result of the incident. 2.4 Advise relevant agencies of the incident. 2.5 Prepare a final report incorporating background to the incident, action taken, interview statements, outcomes, summary of findings and recommended actions.

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					Reading					Writing					Oral communication					Numeracy				

Performance variables:

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 on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to PSPSEC302A Respond to government security incidents.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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Assessment Requirements for PSPSEC002 Respond to government security incidents

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

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.

- applying legislation, regulations and policies relating to government security management
- undertaking research, analysis, including trend analysis, and problem-solving
- using communication techniques including interviewing, tailored to diverse stakeholder groups
- planning, carrying out and guiding an investigation
- recording evidence
- writing reports and recommendations
- maintaining expedited, complete and accurate records

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.

- legislation, regulations, policies, procedures and guidelines relating to government security management
- organisation's security plan
- Crimes Act 1914 and Criminal Code 1985
- powers inferred to investigate security incidents, including limitations
- referral procedures and appropriate agencies
- intelligence and analytical processes
- conduct of administrative, security or criminal investigations

Assessment Conditions

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 responding to security incidents.

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

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