

Specification of Competency Standards
for the Jewellery Industry
Unit of Competency

Functional Area - Production

Title	Implement security measures for the jewellery industry
Code	108922L2
Range	This unit of competency is applicable to practitioners responsible for security matters in the jewellery industry. Practitioners should be capable of making analysis and judgment, and implementing plans. They should be able to implement security measures according to the security procedures and arrangements of the outlets of the organization, so as to avoid loss of goods/property and protect the interests of the organization.
Level	2
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Understand the security system of the jewellery industry</p> <ul style="list-style-type: none"> • Know about the safety measures for the jewellery industry in areas covering: <ul style="list-style-type: none"> ○ Employee theft ○ Robbery/Theft ○ Fire ○ Electricity failure • Know about the security measures, procedures and arrangements of the organization • Know about the security installations for the jewellery industry, including: <ul style="list-style-type: none"> ○ Infrared anti-theft system ○ Radio frequency identification system ○ Sensomatic system ○ Demagnetizing boards/Anti-theft labels ○ CCTV/Anti-theft mirrors ○ Irremovable stickers/Company chop ○ Empty boxes/Warning slogans ○ Cipher alarm/Emergency alarm ○ Plainclothes security guards • Know about the laws and codes of the government and regulatory bodies on the control of security of retail outlets, and other relevant guidelines <p>2. Implement security measures for the jewellery industry</p> <ul style="list-style-type: none"> • Strictly follow the laws and regulations of the government when implementing store security procedures, such as: <ul style="list-style-type: none"> ○ Observe the privacy ordinances when checking the handbags of employees/customers ○ Fire safety ordinances should be taken into account when placing security equipment, for example, escape doors should not be locked • Implement security measures for the jewellery industry by strictly following the established procedures, code of practice, methods and safety regulations, including: <ul style="list-style-type: none"> ○ Ways to prevent employee theft ○ Implement security measures at the entrances/exits of the outlet, including: <ul style="list-style-type: none"> ▪ Verify the identity of incomers ▪ Collect, analyze and handle security information ○ Handle robbery/theft cases ○ Handle fire incidents ○ Handle electricity failure • Always monitor the execution of the security measures to identify potential security vulnerabilities

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	<ul style="list-style-type: none"> • Regularly report the monitoring results to the superior and propose suggestions for improvement • Communicate with employees at all levels in response to security issues through effective channels • Co-operate and liaise with outside parties, such as security companies and the Police Force, to understand the laws and codes of the government and regulatory bodies on the control of security of jewellery retail outlets, and other relevant guidelines <p>3. Professionalism</p> <ul style="list-style-type: none"> • Following the laws and codes of the government and regulatory bodies on the control of security of the organization when implementing the security measures in the organization
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Able to implement the security measures in accordance with the security guidelines, procedures and arrangements of the organization; and • Reflect the potential vulnerabilities in security to the superior and propose suggestions for optimization in the implementation of the security measures.
Remark	