

**Specification of Competency Standards**  
**for the Logistics Industry**  
**Unit of Competency**

Functional Area - Cargo Safety and Security

Title	Manage cargo security
Code	LOCUSS601B
Range	This unit of competency is applicable to practitioners who take active roles in managing security procedure for transporting goods in the logistics industry. Practitioners should be capable of fulfilling the relevant security standards, codes, and regulatory requirements covering the management of security procedures to manage cargo security
Level	6
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess the relevant knowledge of security procedures</p> <ul style="list-style-type: none"> <li>• Know about the company policy to ensure the cargo security and standards</li> <li>• Know about the procedure of company's insurance underwriter and their coverage and procedure of manage cargo security</li> <li>• Know about the documentation coverage like Bill of Lading, marine policy, transport receipt, House Air Waybill, etc</li> <li>• Know about relevant organisations (e.g., ICAO, IATA, WCO and GAO) govern logistics security</li> <li>• Know about relevant security requirements, including security schemes (e.g., RAR and ISPS), security concepts (e.g., AEO), and security programmes (e.g. C-TPAT)</li> <li>• Understand the operations and workflows of logistics and related industries</li> <li>• Understand company security policies and procedures, relevant standards, codes, and regulatory requirements</li> <li>• Know about the special precautions, security procedures and potential risks</li> <li>• Know about the special precautions and procedures, and nature of risk for transporting high risk goods</li> <li>• Know about the principle of security systems</li> <li>• Know about the requirement of licenses and permits for transport route</li> </ul> <p>2. Assess security risks</p> <ul style="list-style-type: none"> <li>• Assess the value of goods and the complication and requirement of individual customer</li> <li>• Identify the resources in operations like DG warehouse, security...</li> <li>• Assess the background, history, relationship and other related information of customers</li> <li>• Review records of thefts, damage and security breaches to identify past security incidents</li> <li>• Identify relevant logistics security requirements</li> <li>• Assess of potential risks to the security of facilities, equipment, stock, personnel, information, and operating processes</li> <li>• Critically evaluate risks from a range of sources with existing security measures</li> <li>• Note discrepancies between current security processes and identified gap</li> <li>• Obtain external information for execution of security and special tasks</li> </ul> <p>3. Specify security requirements</p> <ul style="list-style-type: none"> <li>• Make adjustments and decisions to procedures and equipment based on security risk assessment</li> <li>• Document security arrangements and establish implementation strategies</li> <li>• Prepare finalised security plan and circulate for feedback</li> <li>• Respond feedback and questions from stakeholders and incorporate in the plan</li> </ul>

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	<ul style="list-style-type: none"> <li>• Assessment on additional and special insurance policy to cover the transaction</li> <li>• Assessment on the next facilities like safety rack, pallet, gate, etc</li> <li>• Negotiate and bargain with the expert for the required security plan</li> </ul> <p>4. Design and implement security plan</p> <ul style="list-style-type: none"> <li>• Plan transport schedule details, special precautions and procedures, and nature of risk with loaders, supervisory staff, and line managers</li> <li>• Obtain and confirm appropriate licenses and permits for transport route or transfer site</li> <li>• Critically assess potential risks or hazards to manage risk</li> <li>• Check collected information with relevant workplace procedures and regulatory framework</li> <li>• Obtain authorisations or approvals for activities requiring special approval or workplace procedure changes</li> <li>• Communicate security procedures to relevant personnel</li> <li>• Identify priorities for implementation and inform relevant personnel</li> <li>• Identify competency needs for the work, allocate, train and assess staff to meet the needs</li> <li>• Obtain and allocate required resources, e.g., facilities and equipment</li> <li>• Organise workplace equipment and personnel to meet the needs</li> <li>• Trial and amend security policies and procedures to improve security performance</li> <li>• Apply communication methods to explain company operating procedures and methods to relevant personnel</li> </ul> <p>5. Co-ordinate responses on emergencies</p> <ul style="list-style-type: none"> <li>• Co-ordinate security incidents with reference to the security plan</li> <li>• Observe and report potential security risks with reference to the security plan</li> <li>• Develop contingency plan</li> <li>• Obtain the related information and history about handling irregularity and contingency solution on similar goods</li> <li>• Assess the damage and potential risk, prepare report for company's approval</li> </ul> <p>6. Monitor and review system performance</p> <ul style="list-style-type: none"> <li>• Categorise and collate security reports</li> <li>• Compare reports to identify any trends in breaches</li> <li>• Collect relevant information to evaluate the current security performance</li> <li>• Modify security requirements to cope with changes in internal and external business environment</li> <li>• Modify security plans and procedures to rectify any identified gaps</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>• Capable of applying knowledge of security procedures;</li> <li>• Capable of assessing security risks;</li> <li>• Capable of specifying security requirements and establishing implementation strategies;</li> <li>• Capable of designing the security procedures and system performance;</li> <li>• Capable of identifying risks and hazards and planning work to minimise risks; and</li> <li>• Capable of monitoring and reviewing security performance</li> </ul>
Remark	