Specification of Competency Standards for the Logistics Industry
Unit of Competency

1. Title	Follow safety and security procedures in workplace
2. Code	LOCUSS207A
3. Range	This unit of competency is applicable to logistics service providers. Practitioner should be able to ensure work activities are carrying out with reference to security codes, regulations and workplace security requirements.
4. Level	2
5. Credit	3 (for reference only)
6. Competency	Performance Requirements: 6.1 Relevant knowledge of safety and security procedure • Know about the safety and security codes and regulations • Know about the workplace security programmes, procedures and requirements 6.2.1 Maintain security of cargo • Secure cargo within specified locations or transport vehicles as per workplace security procedures and applicable security regulations • Check and maintain seals, tamper proof packaging, locks and other security measures on goods or cargo as per workplace security procedures • Recognise and report signs of pillaging, theft and interference • Recognise and report signs of suspicious cargo to relevant personnel • Report any breaches of security requirements to relevant personnel as per workplace security procedures 6.2.2 Maintain security of workplace • Carry out security checks of workplace personnel and visitors as per workplace security programmes and procedures • Follow precautions and measures aimed at protecting the security of workplace personnel and visitors as per workplace security requirements • Recognise signs of security threats as per workplace security requirements • Recognise and report signs of suspicious behaviour of other personnel to relevant personnel • Report any breaches of security requirements for workplace personnel and visitors to relevant personnel 6.2.3 Identify a security situation • Identify security situations with reference to workplace security procedure • Alert relevant personnel to the security situation or threat within workplace procedure and security programme • Report to relevant personnel to determine appropriate action 6.2.4 Respond to incident or threat • Response to an identified threat according to received instructions, emergency response plan, and workplace security procedures • Handle incidents or threats with reference to duty of care, established response plan, and within limits of responsibility • Provide assistance to handle the incident in controlling the site • In the case of a security emergency or threat, provide assistance to other emergency services personnel and staff to handle the incident according to workplace procedures • Follow directions of the controlling emergency/security authority and provide assistance in response to those directions 6.2.5 Maintain security records • Keep records of security precautions and checks • Complete security incidents or threats reports

7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: • Capable of recognising and reporting signs of security threats • Capable of reporting any breaches of security requirements • Capable of identifying security situation and threats • Capable of handling and responding security incidents or threats in accordance with workplace requirements
8. Remarks	