

Specification of Competency Standards
for the Security Services Industry
Unit of Competency

Functional Area - Security Management

Title	Manage security budgets
Code	107634L4
Description	This unit of competency applies to security personnel at managerial level responsible for managing security services of an organisation. It covers the abilities to carry out effective planning and control of security budgets in order to ensure the efficient and effective use of resources, oversee the operation, approve and monitor the budgets, and take remedial action where needed.
Level	4
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge about security operations and budget planning and control:</p> <ul style="list-style-type: none"> • Understand the mission, objectives and operations of the organisation • Understand the security strategy • Understand the scope of security services • Understand the goals and performance standards of security services • Understand the security management plan • Understand the organisation's financial and related policies • Understand the organisation's financial systems and processes for tracking resource utilisation • Understand key principles and processes relevant to resource planning and budgeting • Possess the analytic skills and critical thinking skills to identify issues and resolve problems and conflicts • Possess the people skills and communication skills to deal with others • Possess the literacy skills to clearly and accurately record information and activities <p>2. Manage security budgets</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Perform budget planning, taking into account: <ul style="list-style-type: none"> ○ Security strategy and how financial resources are deployed to deliver the strategy ○ Other operational and organisational considerations ○ Existing expenditure commitments ○ Prioritisation of activities of security services • Obtain management approval of the planned budgets • Communicate the outcome of budget decisions to relevant personnel • Control the approved security budgets • Monitor the performance of the security budgets, ensuring that corrective actions will be taken to address budget variances in a timely manner
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Plan security budgets to cover the expenditure of security services and to deliver the security strategy; • Monitor the performance of security budgets, ensuring that expenditure is reasonable and necessary and corrective actions will be taken where needed; and • Contribute to the effective and efficient operation of security services
Remark	