

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

Functional Area - Physical Security & Technological Support

Title	Manage the operations of a company holding a Type III security company license for the design, installation, repair and/or maintenance of security systems and devices in Hong Kong
Code	107652L6
Description	This unit of competency applies to security personnel at managerial level responsible for managing the operations of a company holding a Type III security company license for the design, installation, repair and/or maintenance of security systems and devices in Hong Kong. It covers the abilities to properly deploy manpower and resources in order to ensure that operations are effective and efficient and meet the requirements of relevant laws and regulations.
Level	6
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Analyse relevant information to identify critical requirements in relation to the operations of a company holding a Type III security company license in Hong Kong</p> <p style="padding-left: 40px;">Be able to:</p> <ul style="list-style-type: none"> • Evaluate the requirements relevant to the operations of a company holding a Type III security company license for the design, installation, repair and/or maintenance of security systems and devices in Hong Kong • Understand the requirements for security personnel involved in the design, installation, repair and/or maintenance of security systems and devices to hold a valid Security Personnel Permit for the type of security work • Understand the requirements for security personnel involved in electrical work to be additionally registered as an Electrical Worker with the Electrical & Mechanical Services Department in Hong Kong • Evaluate the requirements of the laws and regulations relevant to physical security and technological support, which should include but not limited to: <ul style="list-style-type: none"> ○ Security and Guarding Services Ordinance, Cap 460 ○ Occupational Safety and Health Ordinance, Cap 509 and related regulations ○ Personal Data (Privacy) Ordinance, Cap 486 • Evaluate the duty of care and third party responsibilities with regard to maintaining safety and security of the premises under protection • Describe the concepts and skills for resource planning and budgeting <p>2. Manage the operations of a company holding a Type III security company license</p> <p style="padding-left: 40px;">Be able to:</p> <ul style="list-style-type: none"> • Formulate adequate policies, procedures and guidelines as well as contingency plans for the operations • Set up management and/or administrative controls to oversee execution to the desired outcomes and service level agreements with clients • Establish adequate security control operations for central alarm monitoring station services • Deploy adequate manpower to deliver the services • Develop measures and controls to ensure that security personnel are properly licensed and meet relevant requirements in training and qualifications for their roles and tasks in Hong Kong • Establish an adequate Electronic Technical Workshop with sufficient facilities and test equipment to provide adequate service repair and equipment fabrication • Deploy equipment and tools necessary for carrying out installation work, service repair and field services

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	<ul style="list-style-type: none"> • Define the requirements and monitor to ensure that all security devices designed, installed, maintained and repaired meet the specified international security standards such as the British Standards, European Standards, Underwriters Laboratories Standard or equivalent • Monitor operations to ensure that they comply with the requirements of relevant license, laws and regulations as well as policies, procedures and guidelines • Develop measures and control to ensure that operations, incidents and emergencies are properly handled, recorded, investigated and reviewed and that issues identified are followed through until they are resolved • Conduct periodic reviews of the operations for continuous improvements
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Establish the operations of a company holding a Type III security company license to meet the requirements of relevant license, laws and regulations as well as policies, procedures and guidelines; • Monitor operations to ensure that they are effective and efficient and achieve the desired outcomes; and • Conduct periodic reviews for continuous improvement
Remark	