

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

Functional Area - Physical Security & Technological Support

Title	Develop contingency plans for the malfunction and/or failure of security systems and/or equipment
Code	107657L5
Description	This unit of competency applies to security personnel at managerial level responsible for managing physical security and technological support of an organisation. It covers the abilities to develop contingency plans to manage malfunctions and/or failures of security systems and/or equipment in order to ensure that the premises remain safe and secure and critical business operations will continue with minimum disruption.
Level	5
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Analyse relevant information to identify critical factors that will impact on the development of contingency plans for managing the malfunctions and/or failures of security systems and/or equipment</p> <p style="padding-left: 40px;">Be able to:</p> <ul style="list-style-type: none"> • Analyse the requirements of laws and regulations relevant to guarding operations 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 associated regulations ○ Personal Data (Privacy) Ordinance, Cap 486 • Analyse the duty of care and third party responsibilities with regard to maintaining safety and security of sites under protection • Evaluate the nature and objectives of business of the organisation • Evaluate the physical environment of the organisation and the safety and security measures • Evaluate the physical security policy of the organisation • Describe the operations of the security systems • Identify the types of malfunctions and/or failures associated with the security systems that will impact on safety and security of people and property and disrupt business operations • Describe the concepts and skills in contingency planning <p>2. Develop contingency plans to manage the malfunctions and/or failures of the security systems and/or equipment</p> <p style="padding-left: 40px;">Be able to:</p> <ul style="list-style-type: none"> • Identify the types of emergencies associated with the malfunctions and/or failures of security systems and/or equipment requiring contingency planning • Develop contingency plans to maintain safety and security and continuity of essential services • Present the contingency plans to management and other stakeholders as required for their endorsement • Deploy the necessary systems and resources to support the plans • Coordinate training, drills and exercises to ensure that security personnel and relevant parties know their roles and responsibilities in the contingency plans • Monitor operations to ensure that security personnel and relevant parties perform according to the plans in the event of emergencies • Perform periodic reviews of the contingency plans and the associated operations for continuous improvement

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Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to: <ul style="list-style-type: none">• Develop contingency plans that meet the requirements of relevant laws and regulations, and maintain safety and security as well as continuity of essential services when the security systems and/or equipment malfunction or fail;• Monitor operations and ensure that security personnel and relevant parties perform according to the plans in the event of emergencies; and• Perform periodic reviews of the contingency plans to ensure that they remain relevant and effective and achieve the needs and objectives of the organisation.
Remark	