

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

Functional Area - Guarding Services

Title	Comply with laws and regulations in the execution of guarding operations
Code	107707L4
Description	This unit of competency applies to security personnel of supervisory level and above responsible for managing guarding operations of an organisation or a premises. It covers the abilities to identify and understand laws and regulations relevant to guarding operations and ensure that they are complied with in the execution of guarding operations.
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge about guarding operations:</p> <ul style="list-style-type: none"> • Be proficient in the roles and responsibilities of guarding services • Be proficient in guarding operations • Be proficient in policies, procedures and guidelines relevant to guarding operations • Possess the analytical 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. Comply with laws and regulations in the execution of guarding operations:</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Understand the elements and application 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) and the criteria and conditions of associated license and permit relevant to the provision of guarding services in Hong Kong ○ Prevention of Bribery Ordinance (Cap 201) relevant to the code of conduct of security personnel for guarding services ○ Personal Data (Privacy) Ordinance (Cap 486) with regard to workplace monitoring and management of personal data collected in the course of guarding operations ○ Occupational Safety and Health Ordinance (Cap 509) and associated regulations regarding fire precaution and health safety duties ○ Road Traffic (Parking on Private Roads) Regulations (Cap 374) regarding enforcement of parking rules on private roads ○ Smoking (Public Health) Ordinance (Cap 371) regarding enforcement of no smoking rules ○ Noise Control Ordinance (Cap 400) regarding handling of noise complaints ○ Criminal Procedure Ordinance (Cap 221) regarding arrest, use of force, questioning and search when carrying out crime prevention duties ○ Elements of offences that fall within the definition of arrestable offence, which security personnel may come across in the course of guarding operations: <ul style="list-style-type: none"> ▪ Offences against property, e.g. blackmail, theft, robbery and burglary ▪ Offences against the person, e.g. common assault, assault and wounding, homicide ▪ Possession of or trafficking in dangerous drug ▪ Illegal gambling ▪ Other crimes, e.g. rape, indecent assault and criminal intimidation

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	<ul style="list-style-type: none">• Ensure that requirements of relevant laws and regulations are incorporated into the policies, procedures and guidelines and/or instructions as well as contingency plans for guarding operations• Ensure that operations comply with the requirements of relevant laws and regulations• Perform periodic reviews for continuous improvement
Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to: <ul style="list-style-type: none">• Identify and understand laws and regulations relevant to guarding operations; and• Ensure that relevant laws and regulations are complied with in the execution of guarding operations.
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