

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

Functional Area - Guarding Services

Title	Work with government and non-government agencies in the execution of guarding operations
Code	107720L3
Description	This unit of competency applies to security personnel of all levels responsible for performing guarding operations. It covers the abilities to work with government and non-government agencies in the execution of guarding operations.
Level	3
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge about government and non-government agencies associated with guarding operations:</p> <ul style="list-style-type: none"> • Understand the functions and operations of government and non-government agencies associated with guarding operations, which may include: <ul style="list-style-type: none"> ○ Government emergency services such as the Hong Kong Police, Fire Services and ambulance services, etc. ○ Any other services with a role to play in connection with the building facilities, and systems, devices and equipment associated with safety and security • Understand relevant policies, procedures and guidelines regarding working with government and non-government agencies in the execution of 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. Work with government and non-government agencies in the execution of guarding operations Be able to:</p> <ul style="list-style-type: none"> • Maintain up-to-date contact details of relevant government and non-government agencies for quick and effective contact when needed • Follow laid-down policies, procedures and guidelines to liaise with and seek advice and assistance from relevant government and non-government agencies about guarding services • Follow laid-down policies, procedures and guidelines to facilitate the work of relevant government and non-government agencies, which may include: <ul style="list-style-type: none"> ○ Inspection of guarding operations ○ Routine checks and/or service and maintenance of building facilities and systems, devices and equipment for safety and security ○ Annual inspection of security company license • Maintain detailed records of visits and inspections by relevant government and non-government agencies and the outcome of their visits and inspections • Work with government emergency services and non-government agencies during an emergency: <ul style="list-style-type: none"> ○ Notify them swiftly and clearly at the outbreak of an emergency ○ Establish protocols and key contacts at scene ○ Co-ordinate response actions in accordance to their instructions/advices with regard to their specific areas of expertise ○ Maintain detailed records of all decisions and actions ○ Co-operate with any follow-up investigations and/or actions of the government emergency services and non-government agencies

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	<ul style="list-style-type: none">• Report to management any issues or matters arising from contacts, visits and inspections by government and non-government agencies associated with guarding services
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none">• Maintain good working relationship with government and non-government agencies according to laid-down policies, procedures and guidelines; and• Work effectively with government emergency services and non-government agencies in dealing with emergencies, ensuring safety and security of the site under protection.
Remark	