

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

Functional Area - Guarding Services

Title	Perform static post duties
Code	107727L2
Description	This unit of competency applies to frontline security personnel responsible for performing guarding duties. It covers the abilities to carry out static post duties to the desired outcome in accordance to laid-down policies, procedures and guidelines.
Level	2
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge about static post duties:</p> <ul style="list-style-type: none"> • Understand the objective and desired outcome of static post duties • Be familiar with the tasks associated with static post duties • Be proficient in relevant policies, procedures and guidelines as well as contingency plans • Be proficient in the operations of relevant systems, devices and equipment • Possess the people skills to deal with others • Possess the communication skills to clearly and accurately report incidents • Possess the literacy skills to clearly and accurately record information and activities <p>2. Perform static post duties</p> <p>Be able to:Be able to:</p> <ul style="list-style-type: none"> • Wear the designated uniform, identification badge and personal protective equipment • Take instructions from the supervisor and/or security control about the objective and desired outcome of the role and the tasks to be performed, which may include: <ul style="list-style-type: none"> ○ Reception and concierge services ○ Access control duties ○ Monitoring of intrusion alarm systems ○ Monitoring of CCTV systems ○ Tele-protection duties • Carry out effective static post duties in accordance to laid-down policies, procedures and guidelines as well as contingency plans • Operate relevant systems, devices and equipment correctly and safely • Take appropriate and swift actions to handle incidents and emergencies • Handle people with tact and courtesy • Keep proper records of all activities and incidents • Report incidents and issues requiring management attention clearly and accurately
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Perform static post duties to the desired outcome in accordance to laid-down policies, procedures and guidelines; and • Contribute to safety and security of the premises under protection.
Remark	