

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

Functional Area - Guarding Services

Title	Perform patrol duties
Code	107728L2
Description	This unit of competency applies to frontline security personnel responsible for performing guarding duties. It covers the abilities to carry out patrol duties to the desired outcome in accordance to laid-down policies, procedures and guidelines.
Level	2
Credit	1
Competency	<p>Performance Requirements</p> <p>1. Knowledge about patrol duties:</p> <ul style="list-style-type: none"> <li>• Understand the objective and desired outcome of patrol duties</li> <li>• Be familiar with the physical environment and activities at the patrol areas and patrol routes</li> <li>• Be proficient in relevant policies, procedures and guidelines as well as contingency plans</li> <li>• Be proficient in the operations of relevant systems, devices and equipment</li> <li>• Possess the people skills to deal with others</li> <li>• Possess the communication skills to clearly and accurately report incidents</li> <li>• Possess the literacy skills to clearly and accurately record information and activities</li> </ul> <p>2. Perform patrol duties</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• Wear the designated uniform, identification badge and personal protective equipment</li> <li>• Take instructions from the supervisor and/or security control about the objective and desired outcome of the role, which may include: <ul style="list-style-type: none"> <li>○ Prevent and detect crime</li> <li>○ Prevent and detect fire</li> <li>○ Prevent and detect accident</li> </ul> </li> <li>• Carry out effective patrol duties in accordance to laid-down policies, procedures and guidelines, paying special attention to: <ul style="list-style-type: none"> <li>○ Suspicious and/or abnormal circumstances in the environment, e.g. a crime, a fire or other emergencies</li> <li>○ Suspicious activities/persons/objects in the patrol area</li> <li>○ Damage/malfunctioning of building facilities and equipment including fire fighting equipment</li> <li>○ Obstruction to emergency exits and exit routes</li> </ul> </li> <li>• Operate relevant systems, devices and equipment correctly and safely</li> <li>• Take appropriate and swift actions to handle incidents and emergencies</li> <li>• Record and report all observations of damage/malfunctioning of building facilities and equipment as required and follow up until they are resolved</li> <li>• Handle people with tact and courtesy</li> <li>• Keep proper records of all activities and actions</li> <li>• Report incidents and issues requiring management attention clearly and accurately</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> <li>• Perform patrol duties to the desired outcome in accordance to laid-down policies, procedures and guidelines; and</li> <li>• Contribute to safety and security of the premises under protection.</li> </ul>
Remark	