

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

Functional Area - Guarding Services

Title	Perform traffic control duties
Code	107730L2
Description	This unit of competency applies to frontline security personnel responsible for performing guarding operations. It covers the abilities to carry out traffic control 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 traffic control duties:</p> <ul style="list-style-type: none"> • Understand the objective and desired outcome of traffic control duties • Be familiar with the environment of the area for traffic control • Be proficient in proper traffic hand signals for traffic control • Be proficient in relevant policies, procedures and guidelines as well as contingency plans • Be proficient in the operations of relevant systems, devices and equipment including personal protective 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 traffic control duties</p> <p>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 • Carry out effective traffic control in accordance to laid-down policies, procedures and guidelines: <ul style="list-style-type: none"> ○ Monitor closely vehicles entering, exiting and moving within the premises ○ Identify vehicles using the approved means of identification ○ Allow entry of vehicles which meet the requirements for entry ○ Deny entry of vehicles which do not meet the requirements for entry ○ Register details of vehicles entering/exiting the premises as required ○ Ensure that vehicles only park in designated parking areas ○ Ensure that vehicles only move in the direction as designated by the traffic signs ○ Ensure that vehicles do not obstruct exits, exit routes or other users of the premises • Direct traffic movement using proper traffic hand signals • Operate relevant systems, devices and equipment correctly and safely • Record and report all observations of irregular/abnormal activities or circumstances • Take appropriate and swift actions to handle incidents and emergencies • Handle people with tact and courtesy • Keep proper records of all activities and actions • 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 traffic control to the desired outcome in accordance to laid-down policies, procedures and guidelines; and • Contribute to safety and security of the premises under protection

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