

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

Functional Area - Guarding Services

Title	Enforce parking rules on private roads
Code	107731L2
Description	This unit of competency applies to frontline security personnel responsible for performing guarding operations. It covers the abilities to carry out parking rules on private roads 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 parking rules on private roads:</p> <ul style="list-style-type: none"> • Understand the objective and desired outcome of enforcing parking rules on private roads • Understand the provisions about impounding, removing and storage charges under the Road Traffic (Parking on Private Roads) Regulations (Cap 374) • Be familiar with the environment, traffic signs and restricted parking areas on the private roads • 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 the designated immobilisation devices for impounding unauthorised vehicles • 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. Enforce parking rules on private roads</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 supervisor the objective and desired outcome of the role • Identify the restricted parking areas and associated traffic signs and time zones • Carry out effective enforcement of parking rules on private roads in accordance to laid-down policies, procedures and guidelines: <ul style="list-style-type: none"> ○ Identify the authorised vehicles using designated means of identification ○ Advise the owner of unauthorised vehicles to remove the vehicles ○ Impound unauthorised vehicles that are unattended or otherwise the owner refuses or fails to remove the vehicles ○ Remove impounded vehicles to storage when they meet the criteria for removal ○ Release the impounded vehicles only after the owner pays the approved storage fees • Operate the relevant systems, devices and equipment including the designated immobilisation devices 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"> • Enforce parking rules on private roads in accordance to laid-down policies, procedures and guidelines; and

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	<ul style="list-style-type: none">• Contribute to safety and security of the premises under protection.
Remark	