

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

Functional Area - Guarding Services

Title	Make an arrest
Code	107738L2
Description	This unit of competency applies to frontline security personnel responsible for performing guarding operations. It covers the abilities to take lawful and correct actions in making an arrest in accordance to laid-down policies, procedures and guidelines.
Level	2
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge about making a lawful arrest:</p> <ul style="list-style-type: none"> • Understand the objective and desired outcome of making an arrest • Be familiar with the provisions of Criminal Procedure Ordinance (Cap 221) with regard to arrest and use of force and the need to hand over the arrested person to police as soon as practicable • Be familiar with the definition of an arrestable offence, and offences that fall within the definition of arrestable offence, which security personnel may come across in the execution of guarding duties: <ul style="list-style-type: none"> ○ Offences against property, e.g. blackmail, theft, robbery and burglary ○ Offences against the person, e.g. common assault, assault, wounding and homicide ○ Possession of or trafficking in dangerous drug ○ Illegal gambling ○ Other crimes, e.g. rape, indecent assault, and criminal intimidation • Be familiar with the operation of Police in dealing with an arrest • Be proficient in relevant policies, procedures and guidelines as well as contingency plans • 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. Make an arrest</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 • Maintain close communications with security control and/or the supervisor at every stage • Seek internal and/or external assistance or backup where necessary • Carry out lawful arrest actions in accordance to laid-down policies, procedures and guidelines: <ul style="list-style-type: none"> ○ Observe the activities of the offender(s) ○ Determine before making an arrest: <ul style="list-style-type: none"> ▪ Is the arrest lawful? ▪ Is the arrest necessary? ▪ Is the arrest correct? ○ Take arrest actions only if it is safe to do so ○ Use minimum force to make the arrest ○ Preserve exhibits and any other evidence associated with the offence ○ Hand over the arrested person(s) to the Police as soon as practicable • Operate relevant systems, devices and equipment correctly and safely • Record and report all observations of irregular/abnormal activities or circumstances

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	<ul style="list-style-type: none">• 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	The integrated outcome requirements of this UoC are the abilities to: <ul style="list-style-type: none">• Take lawful and appropriate arrest actions in accordance to laid-down policies, procedures and guidelines; and• Contribute to safety and security of the premises under protection.
Remark	