

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

Functional Area - Guarding Services

Title	Report defects, faults and malfunctions of facilities, systems, devices and equipment
Code	107744L1
Description	This unit of competency applies to frontline security personnel responsible for performing guarding operations. It covers the abilities to identify and report defects, faults and malfunctions of facilities, systems, devices and equipment and take actions to ensure safety and security in accordance to laid-down policies, procedures and guidelines as well as contingency plans.
Level	1
Credit	1
Competency	<p>Performance Requirements</p> <p>1. Knowledge about facilities, systems, devices and equipment:</p> <ul style="list-style-type: none"> • Be familiar with the physical environment, building facilities as well as safety and security measures • Be proficient in the function and operation of all relevant systems, devices and equipment • 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. Report defects, faults and malfunctions of facilities, systems, devices and equipment</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 • Monitor closely the environment and the status of the facilities, systems, devices and equipment while carrying out daily guarding duties • Identify faults or malfunctions or otherwise any abnormal/irregular conditions about the facilities, systems, devices and equipment • Take immediate actions to contain the situation from causing danger to people and/or damage to property, e.g. <ul style="list-style-type: none"> ○ Erect warning signs and cordon off the affected area ○ Turn off the water supply in case of serious leakage • Assess the impact of the faults or malfunctions • Seek support and backup from security control and/or the supervisor where necessary • Activate relevant contingency plans where necessary • Record and report details of the faults or malfunctions • Arrange for repair and maintenance of the faults or malfunctions (if not done by security control) • Follow up until the issues are resolved
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Detect faults or malfunctions of the facilities, systems, devices and equipment of the premises under protection and take corresponding actions to ensure safety and security in accordance to laid-down policies, procedures and guidelines; and • Contribute to safety and security of the premises under protection.
Remark	