

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

Functional Area - Close Protection Services

Title	Coordinate training for vehicle drivers designated for close protection
Code	107767L3
Description	This unit of competency applies to security personnel at supervisory and above level responsible for managing close protection operations. It covers the abilities to arrange for training for drivers designated for driving vehicles for close protection.
Level	3
Credit	1
Competency	<p>Performance Requirements</p> <p>1. Analyse relevant information to identify critical factors that will impact on the training of vehicle drivers for close protection</p> <ul style="list-style-type: none"> • Evaluate the scope of close protection services and the prescribed close protection policies, procedures and guidelines • Evaluate the roles and responsibilities of vehicle drivers in safeguarding the client • Evaluate the qualifications, experiences and skills required for vehicle drivers deployed in close protection • Evaluate training resources for driving vehicles for close protection <p>2. Coordinate training for drivers designated for driving vehicles for close protection</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Identify the training needs of the drivers deployed for driving vehicles in close protection, which should include: <ul style="list-style-type: none"> ○ Roles and responsibilities of the drivers ○ Convoy driving techniques ○ Special driving techniques in case of car ambush or other emergencies • Estimate the training budgets required • Identify training resources available • Select the training resources based on relevancy, quality and cost, etc • Develop the training programs and obtain the endorsement of management and stakeholders • Roll out the training programs • Monitor and maintain records about the enrolment, attendance, completion and certification of training • Conduct reviews on training effectiveness using various means and techniques of evaluation • Control and ensure the effective and efficient use of the training budgets
Assessment Criteria	<p>The integrated outcome requirement of this UoC is the abilities to:</p> <ul style="list-style-type: none"> • Coordinate proper training for drivers of the close protection teams; • Conduct periodic reviews to ensure that the training is relevant and effective and meets the needs and objectives of close protection; and • Ensure the effective and efficient use of the training budgets
Remark	Revised on Dec 2018