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

Functional Area - Security Control Room

Title	Prepare to monitor security systems and equipment
Code	107784L3
Description	This unit of competency applies to security personnel responsible for performing security control operations. It covers the abilities to carry out testing and commissioning and other associated preparation for monitoring electronic security systems at the security control.
Level	3
Credit	2

Competency	Performance Requirements
	1. Knowledge about preparation for monitoring electronic security systems
	
	Be able to:
	• Describe the site layout and physical security measures in place
	• Describe the electronic security systems including system configuration, distribution of devices on site and communication of signals with security control
	• Describe the policies, procedures and guidelines regarding operations in connection with the electronic security systems and devices on site
	• Describe the protocols and reporting and communication requirements between the security control and the site where the systems are installed
	• Describe the command and control structure for dealing with security incidents and emergencies on site
	
	2. Prepare to monitor electronic security systems
	
	Be able to:
	• Prepare layout plans to show the boundary and protected points and zones as well as schematic drawings to show the distribution of the electronic security systems, devices and equipment on site
	• Carry out testing and commissioning according to laid-down policies, procedures and guidelines to confirm the accurate and effective working condition of the systems and devices, which include:
	    o Connection between the devices, the systems and the security control
	    o Communication and reports of intruder alarms at the security control
	    o Communication and reports of door alarms and access activities at the security control
	    o Communication and display and/or records of CCTV footages at the security control
	• Prepare for responding to abnormal conditions and security situations
	    o Verify the accuracy of data regarding access cards, card holders, access rights, access zones and access approval authority, etc.
	    o Collect and make available essential information such as protocols, contact details and response actions under various conditions regarding the systems and devices monitored by the security control
	    o Acquaint with the contact points and the physical environment and operations of the systems and devices through on-site visits
	    o Train security coordinators and users on site regarding how to work effectively with the security control, including the protocols and response actions

Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to: • Verify the readiness of the electronic security systems and devices for monitoring by the security control in accordance with laid-down policies, procedures and guidelines; and

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	• Prepare relevant parties at the security control and on site to work effectively in response to abnormal conditions and security situations as required.
Remark	