

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

Functional Area - Armoured Transportation

Title	Record incidents and emergencies associated with armoured transportation
Code	107821L2
Description	This unit of competency applies to security personnel at supervisory level and above responsible for performing security control operations of a company holding a Type II security company license in Hong Kong. It covers the abilities to record incidents and emergencies associated with armoured transportation in accordance to the laid-down policies, procedures and guidelines of the company.
Level	2
Credit	1
Competency	<p>Performance Requirements</p> <p>1. Knowledge about armoured transportation</p> <ul style="list-style-type: none"> • Be proficient in the company's policies, procedures and guidelines in relation to armoured transportation • Be proficient in laws and regulations relevant to armoured transportation, which should include but not limited to: <ul style="list-style-type: none"> ○ Security and Guarding Services Ordinance, Cap 460 ○ Firearms and Ammunition Ordinance, Cap 238 ○ Occupational Safety and Health Ordinance, Cap 509 and related regulations • Be proficient in the role of the security control in recording information and activities about incidents and emergencies associated with armoured transportation • Be proficient in the company's policies, procedures and guidelines about the format, style and content for record-keeping in the security control • Be proficient in the functions and operations of systems, devices and equipment associated with communications and record-keeping in the security control • Possess the analytical skills and critical thinking skills to identify issues and resolve problems and conflicts • Possess the people skills and communication skills to deal with others • Possess the literacy skills to clearly and accurately record information and activities <p>2. Record and report incidents and emergencies associated with armoured transportation</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Operate the systems, devices and equipment for communications, tracking and record-keeping correctly • Monitor closely the armoured transportation operations at all time • Detect and/or receive reports of incidents and emergencies associated with armoured transportation, which may include but not limited to: <ul style="list-style-type: none"> ○ Suspicious and/or abnormal incidents or circumstances ○ Attacks on the transportation crew, such as robbery or hijacking en-route or at the client's site ○ Non-attack emergencies, which may include but not limited to: <ul style="list-style-type: none"> ▪ A shortage of crew members due to sudden sickness or other causes ▪ The armoured vehicle is involved in a traffic accident or has broken down ▪ An accidental discharge, loss or failure of firearms and ammunition ▪ An accidental activation or failure of the systems, devices or equipment for armoured transportation ▪ A loss and/or shortage of the consignment • Respond to the incidents and emergencies in accordance to laid-down policies, procedures and guidelines as well as contingency plans of the company

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	<ul style="list-style-type: none"> • Record information and activities about the incidents and emergencies in accordance to laid-down policies, procedures and guidelines of the company, which should: <ul style="list-style-type: none"> ○ Be in the prescribed format and style as required ○ Be in chronological order ○ Include details of all actions and decisions in the frontline, in the security control, by management and other relevant parties ○ Record clearly and accurately about When? Who? What? Where? Why? of each communication, action and decision • Safe-keep the records according to laid-down policies, procedures and guidelines
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Maintain clear and accurate records about all actions and decisions about incidents and emergencies associated with armoured transportation; and • Safe-keep the records according to laid-down policies, procedures and guidelines
Remark	