

# TRAINING REQUIREMENTS FOR SECURITY LICENSING

## MINIMUM STANDARD TRAINING HOURS

### TRAINING COURSE (QUALIFICATION)

#### CPP20218 Certificate II in Security Operations

- For a 'Security Officer's Licence' (for Static Guard, Mobile Patrol)  
AND
- For a 'Crowd Controller's Licence' (for Licensed Premises and Places of Entertainment)

#### CORE UNITS

CPPSEC2101	Apply effective communication skills to maintain security
CPPSEC2102	Apply legal and procedural regulations to work effectively within a security team
CPPSEC2103	Apply WHS, emergency response and evacuation procedures to maintain security
CPPSEC2104	Apply risk assessment to select and carry out response to security risk situations
CPPSEC2105	Provide quality services to a range of security clients
CPPSEC2106	Protect self and others using basic defensive techniques
CPPSEC2107	Patrol premises to monitor property and maintain security
CPPSEC2108	Screen people, personal effects and items to maintain security
CPPSEC2109	Monitor and control access and exit of persons and vehicles from premises
CPPSEC2110	Monitor and control individual and crowd behaviour to maintain security
CPPSEC2111	Apply security procedures to manage intoxicated persons
CPPSEC2112	Apply security procedures to remove persons from premises
CPPSEC2113	Escort and protect persons and valuables
HLTAID011 <sup>^^</sup>	Provide First Aid
<b>TOTAL MINIMUM HOURS 120</b>	

#### **NOTE:**

- Total course personal supervised delivery hours must equal OR exceed the total minimum hours.
- The 'Provide First Aid' unit is to be a minimum of sixteen (16) hours; eight (8) of which must be face to face training.
- ^^ For training completed prior to 1 April 2022, Licensing Services will accept the superseded first aid unit, HLTAID003 Provide first aid.

## UNITS OF COMPETENCY

**For a 'Guarding with a Dog condition' (on a Security Officer's Licence)**

**Licensing Requirements: To use a dog in connection with licensed activity, the applicant must hold a current Security Officer licence or be applying for a Security Officer Licence at the same time.**

### **SPECIFIED ELECTIVE UNITS**

CPPSEC3112	Manage training and well-being of dogs for security functions
CPPSEC3113	Handle dogs for security patrols

**TOTAL MINIMUM HOURS 16**

### **NOTE:**

- Total unit face to face training hours must equal OR exceed the total minimum hours.

## UNIT OF COMPETENCY

### For a 'Baton endorsement' (on a Security Officer's Licence)

**Licensing Requirements:** To obtain an endorsement to be in possession of a baton while engaged in authorised activities, the applicant must hold a current Security Officer licence or be applying for a Security Officer licence at the same time.

#### **SPECIFIED ELECTIVE UNITS**

CPPSEC3110	Control persons using batons
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**TOTAL MINIMUM HOURS 8**

#### **NOTE:**

- Total unit face to face training hours must equal OR exceed the total minimum hours.

## TRAINING COURSE (QUALIFICATION)

### CPP31318 Certificate III in Security Operations

#### For a 'Firearm endorsement' (on a Security Officer's Licence for Armed Cash in Transit (CIT) industry duties

**PRE-REQUISITE:** To obtain an endorsement to be in possession of a firearm while engaged in authorised activities the applicant must hold a current Security Officer Licence

#### CORE UNITS

BSBFLM312	Contribute to team effectiveness
CPPSEC3101	Manage conflict and security risks through negotiation
CPPSEC3102	Maintain operational safety and security of work environment
CPPSEC3103	Determine and implement response to security risk situation
CPPSEC3104	Coordinate monitoring and control of individual and crowd behaviour
CPPSEC3105	Coordinate provision of quality security services to clients
CPPSEC3106	Gather, organise and present security information and documentation
HLTWHS003	Maintain work health and safety

#### SPECIFIED ELECTIVE UNITS

CPPSEC3118	Inspect and test cash-in-transit security equipment
CPPSEC3119	Implement cash-in-transit security procedures
CPPSEC3120	Load and unload cash-in-transit in secured and unsecured environments
CPPSEC3121	Control persons using empty hand techniques
CPPSEC3114	Control security risk situations using firearms*

\* *The unit in this skill set includes the following pre-requisite requirements:*

CPPSEC3115	<i>Carry, operate and maintain revolvers for security purposes</i>
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**OR**

CPPSEC3116	<i>Carry, operate and maintain semi-automatic pistols for security purposes</i>
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**TOTAL MINIMUM HOURS 120**

#### **NOTE:**

- Total course personal supervised delivery hours must equal OR exceed the total minimum hours.
- The firearm units of competency (units CPPSEC3114, CPPSEC3115 and CPPSEC3116) may only be delivered by trainers, who are approved Firearms Discharge Trainers (on behalf of an approved RTO that holds additional approval as a firearms discharge training provider).

## TRAINING COURSE (QUALIFICATION)

### CPP31418 Certificate III in Close Protection Operations

#### For a 'Security Bodyguard's Licence' (Unarmed)

#### CORE UNITS

CPPSEC3101	Manage conflict and security risks through negotiation
CPPSEC3103	Determine and implement response to security risk situation
CPPSEC3105	Coordinate provision of quality security services to clients
CPPSEC3121	Control persons using empty hand techniques
CPPSEC3122	Plan provision of close protection services
CPPSEC3123	Implement close protection services
HLTAID014 <sup>+++</sup>	Provide Advanced First Aid
HLTWHS003	Maintain work health and safety

#### SPECIFIED ELECTIVE UNITS

BSBFLM312	Contribute to team effectiveness
CHCCCS020	Respond effectively to behaviours of concern
CPPSEC3102	Maintain operational safety and security of work environment
CPPSEC3104	Coordinate monitoring and control of individual and crowd behaviour
CPPSEC3106	Gather, organise and present security information and documentation

#### PLUS ONE OF THE FOLLOWING ELECTIVE UNITS

CPPSEC3125	Implement security procedures to protect critical infrastructure and public assets
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**OR**

PMAOMIR210	Control evacuation to muster point
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**TOTAL MINIMUM HOURS 120**

#### **NOTE:**

- Total course personal supervised delivery hours must equal OR exceed the total minimum hours.
- The 'Provide Advanced First Aid' unit is to be a minimum of sixteen (16) hours; eight (8) hours of which must be face to face training hours.
- +++ For training completed prior to 1 April 2022, Licensing Services will accept the superseded first aid unit, HLTAID006 Provide Advanced First Aid.

TRAINING COURSE (QUALIFICATION)

**CPP30619 Certificate III in Investigative Services**

**For an 'Investigator's Licence'**

**CORE UNITS**

CPPINV3026	Work effectively in investigative services
CPPINV3027	Develop investigation plans
CPPINV3028	Investigate and locate subjects
CPPINV3029	Provide quality investigative services to clients
CPPSEC3124	Prepare and present evidence in court

**SPECIFIED ELECTIVE UNITS**

BSBESB305***	Address compliance requirements for new business ventures
CPPINV3030	Conduct factual investigations
CPPINV3031	Conduct interviews and take statements to support investigations
CPPINV3032	Develop factual investigation reports
CPPINV3033	Conduct covert surveillance operations
CPPINV3034	Organise and operate surveillance vehicles
CPPINV3035	Develop surveillance investigation reports
HLTWHS003	Maintain work health and safety
PSPCRT007	Compile and use official notes
PSPREG006	Produce formal record of interview
PSPSEC009	Handle sensitive information

**TOTAL MINIMUM HOURS 120**

**NOTE:**

- Total course personal supervised delivery hours must equal OR exceed the total minimum hours.
- \*\*\* Prior to submitting an application for an Investigator's licence, applicants who have attained the superseded unit 'BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business' instead of the current specified unit are to contact Licensing Services to determine their eligibility.

## TRAINING COURSE (QUALIFICATION)

### CPP41519 Certificate IV in Security Risk Analysis

#### Security Consultant (Class 4) advising on the watching, guarding or protection of property

To achieve this qualification, the candidate must demonstrate competency in the five core units, plus seven electives (total twelve units). For licensing purposes, elective units are to be chosen as follows:

- all 3 units within Group A or all 3 units within Group B
- up to 4 units within Groups A, B or C not already selected
- up to 2 units may be selected from Group D

#### CORE UNITS

CPPSEC4003	Assess and advise on client security needs
CPPSEC4006	Conduct security risk assessment of client operations
CPPSEC4007	Identify security threats and assess impact on client operations
CPPSEC4012	Assess security vulnerabilities of assets
CPPSEC4022	Establish and implement ethics and governance arrangements for security businesses

#### SPECIFIED ELECTIVE UNITS

##### THESE THREE UNITS – GROUP A:

CPPSEC4009	Interpret electronic information from advanced technology security systems
CPPSEC4020	Advise on advanced technology security systems to meet client needs
CPPSEC4021	Develop standard operating procedures for advanced technology security systems

#### OR

##### THESE THREE UNITS – GROUP B:

CPPSEC4024	Assess security of crowded places
CPPSEC4025	Advise on operational requirements to maintain crowded place security
PSPSEC015	Communicate security awareness

#### PLUS

##### FOUR OF THE BELOW UNITS THAT ARE TO BE CHOSEN AS FOLLOWS:

- UP TO 4 UNITS WITHIN GROUPS A, B OR C NOT ALREADY SELECTED ABOVE
- UP TO 2 UNITS MAY BE SELECTED FROM GROUP D

#### GROUP

D	BSBAUD412 <sup>(1)</sup>	Work within compliance frameworks
D	BSBESB402 <sup>(2)</sup>	Establish legal and risk management requirements of new business ventures
D	BSBESB403 <sup>(3)</sup>	Plan finances for new business ventures
D	BSBINS401 <sup>(4)</sup>	Analyse and present research information
D	BSBOPS404 <sup>(5)</sup>	Implement customer service strategies
D	BSBPMG430 <sup>(6)</sup>	Undertake project work
C	CPPINV4013	Undertake case management of investigations
C	CPPSEC3125	Implement security procedures to protect critical infrastructure and public assets

<b>C</b>	CPPSEC4008	Assess and prepare security tender submissions
<b>A</b>	CPPSEC4009	Interpret electronic information from advanced technology security systems
<b>C</b>	CPPSEC4014	Commission and decommission networked security systems
<b>C</b>	CPPSEC4015	Maintain networked security systems
<b>C</b>	CPPSEC4016	Install networked security systems
<b>C</b>	CPPSEC4017	Design security system configuration and specifications
<b>C</b>	CPPSEC4018	Program and configure networked security systems
<b>C</b>	CPPSEC4019	Diagnose faults in networked security systems
<b>A</b>	CPPSEC4020	Advise on advanced technology security systems to meet client needs
<b>A</b>	CPPSEC4021	Develop standard operating procedures for advanced technology security systems
<b>B</b>	CPPSEC4024	Assess security of crowded places
<b>B</b>	CPPSEC4025	Advise on operational requirements to maintain crowded place security
<b>D</b>	CPPSEC5004	Develop security risk management plans
<b>D</b>	CPPSEC5005	Implement security risk management plans
<b>D</b>	PSPSEC009	Handle sensitive information
<b>D</b>	PSPSEC010	Provide government security briefings
<b>B</b>	PSPSEC015	Communicate security awareness

**TOTAL MINIMUM HOURS 542**

**NOTE:**

- Total course personal supervised delivery and asynchronous learning hours must equal OR exceed the total minimum hours.
- Prior to submitting an application for a Security Consultant's licence, applicants who have attained any of the superseded units listed below instead of the current specified unit are to contact Licensing Services to determine their eligibility:
  - (1) 'BSBCOM406 Conduct work within a compliance framework'.
  - (2) 'BSBSMB401 Establish legal and risk management requirements of small business'.
  - (3) 'BSBSMB402 Plan small business finances'.
  - (4) 'BSBRES411 Analyse and present research information'.
  - (5) 'BSBCUS401 Coordinate implementation of customer service strategies'.
  - (6) 'BSBPMG522 Undertake project work'.