

**SKILLS FRAMEWORK FOR SECURITY  
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Security Operations					
<b>TSC</b>	Security Screening Management					
<b>TSC Description</b>	Conduct security screening activities to ensure the security of guarded facilities and mitigate prevailing security threats					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
	<b>SEC-SOP-1012-1.1</b>	<b>SEC-SOP-2012-1.1</b>	<b>SEC-SOP-3012-1.1</b>	<b>SEC-SOP-4012-1.1</b>		
	Apply appropriate procedures for security screening of persons and baggage	Conduct security screening of vehicles in accordance to organisational procedures	Supervise security screening activities in accordance to organisational procedures	Manage and review security screening processes		
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Organisational procedures for handling security screening equipment</li> <li>Organisational procedures for handling security screening subjects</li> <li>Organisational procedures for conducting security screening activities</li> <li>Types and appropriate uses of security screening equipment</li> <li>Types of prohibited and hazardous items and goods</li> <li>Situations or areas to use the security screening equipment</li> <li>Duty assignment details</li> </ul>	<ul style="list-style-type: none"> <li>Organisational procedures for screening of vehicles</li> <li>Organisational procedures for checking and using security screening equipment</li> <li>Relevant legal requirements relating to security screening operations</li> <li>Types of relevant hand signals</li> <li>Characteristics and types of vehicles</li> <li>List of prohibited and hazardous items and goods</li> <li>Organisational procedures for handling prohibited and hazardous items and goods</li> </ul>	<ul style="list-style-type: none"> <li>Organisational procedures on reporting and assigning duties</li> <li>Relevant legal requirements relating to security screening operations</li> <li>Types and uses of communication channels and necessary equipment to facilitate communication</li> <li>Types and uses of security screening equipment</li> <li>List of prohibited and hazardous items and goods</li> <li>Types of issues and situations during the conduct of security screening activities</li> <li>Problem-solving methods to handle situations</li> </ul>	<ul style="list-style-type: none"> <li>Understand existing security arrangements, systems and equipment of clients</li> <li>Types of evaluation methods</li> <li>Types of communication terminologies</li> <li>List of prohibited and hazardous items and goods</li> <li>Functions of security screening equipment</li> <li>Types of complex issues and situations during the conduct of security screening activities</li> <li>Problem-solving methods to handle complex situations</li> </ul>		
<b>Abilities</b>	<ul style="list-style-type: none"> <li>Check and clarify assignment details with appropriate authorities</li> <li>Prepare standard equipment necessary for screening duties</li> <li>Operate security screening equipment in accordance to organisation standard</li> </ul>	<ul style="list-style-type: none"> <li>Operate security screening equipment to capture relevant evidence in accordance to organisation standard operating procedures (SOPs)</li> <li>Conduct systemic search of vehicles</li> </ul>	<ul style="list-style-type: none"> <li>Supervise and ensure the safety and efficiency of security screening activities in accordance to organisational procedures</li> <li>Induct security personnel to operate security equipment in accordance to</li> </ul>	<ul style="list-style-type: none"> <li>Monitor operational plans against security operations and adjust as required to maintain and/or improve efficiency and effectiveness of security operations</li> <li>Analyse strengths and weaknesses of current</li> </ul>		

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	<p>operating procedures (SOPs)</p> <ul style="list-style-type: none"> <li>• Observe persons during screening activities</li> <li>• Inform appropriate authorities during situations</li> <li>• Handle prohibited and hazardous items in accordance to organisation SOPs</li> <li>• Log in or out and switch on or off security screening equipment</li> <li>• Check and return all equipment to appropriate authorities</li> </ul>	<ul style="list-style-type: none"> <li>• Complete relevant documentation relating to security screenings</li> <li>• Handle prohibited and hazardous items in accordance to organisation SOPs</li> <li>• Take appropriate actions to handle drivers and vehicles in accordance to organisation SOPs</li> <li>• Carry out basic troubleshooting and report any equipment fault to appropriate authorities</li> </ul>	<p>organisational procedures</p> <ul style="list-style-type: none"> <li>• Train security personnel in the appropriate security screening equipment and techniques</li> <li>• Respond to requests made by appropriate persons and promptly provide assistance</li> <li>• Recommend adjustments in the deployment of security equipment and manpower</li> <li>• Recommend possible solutions to improve security screening processes</li> <li>• Establish standard formats for security personnel to document and report any security screening incidents</li> <li>• Assist higher management in reporting incidents to authorities</li> </ul>	<p>security screening procedures</p> <ul style="list-style-type: none"> <li>• Develop appropriate courses of action to take in order to mitigate threats</li> <li>• Document requirements and procedures</li> <li>• Research and recommend new security equipment for deployment</li> <li>• Respond to requests made by appropriate persons and promptly provide assistance</li> </ul>		
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