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| **UNIT CODE** | CPPSEC3XXX |
| **UNIT TITLE** | Select, use and maintain body armour for security purposes |
| **APPLICATION** | This unit specifies the skills and knowledge required to select, use and maintain body armour for security purposes.  It includes:   * interpreting and complying with work instructions, workplace procedures and policies, and with legal rights and responsibilities, including firearms and weapons Acts and workplace health and safety (WHS) * preparing for work by clarifying shift requirements and work tasks, and assessing the risks inherent in work instructions to clarify threat and protection requirements * selecting, fitting and using different types of body armour to protect against potential threats * following manufacturers’ instructions to clean and store body armour after use   It applies to people working independently or under limited supervision as members of a security team.  This unit may form part of the licensing requirements for people engaged in security operations in those states and territories where these are regulated activities. |
| **PREREQUISITE UNIT** | Nil |
| **ELEMENTS** | **PERFORMANCE CRITERIA** |
| Elements describe the essential outcomes. | Performance criteria describe what needs to be done to demonstrate achievement of the element. |
| 1. Prepare to use body armour. | 1.1 Review work instructions and procedures for shift and clarify work tasks with relevant persons.  1.2 Interpret and comply with workplace policies and legal rights and responsibilities for using body armour, including WHS.  1.3 Assess risks inherent in work instructions to clarify threat and protection requirements. |
| 2. Select and fit body armour. | 2.1 Select items of body armour to meet work instructions.  2.2 Inspect body armour to confirm suitability for work tasks.  2.3 Wear body armour and adjust for correct fit and maximum protective capacity. |
| 3. Clean and maintain body armour. | 3.1 Read manufacturers’ instructions to confirm care and maintenance requirements for body armour.  3.2 Clean and store body armour following manufacturers’ instructions. |
| ***FOUNDATION SKILLS***  A person demonstrating competency in this unit must have the following language, literacy, numeracy and employment skills:   * language skills to use security industry approved communication terminology, codes and signals * reading skills to interpret:   + procedures and policies that clarify legal rights and responsibilities   + manufacturers’ instructions and technical information when checking, fitting, cleaning and maintaining body armour * speaking and listening skills to ask questions and listen to answers to gain information or confirm understanding * numeracy skills to calculate measurements to ensure correct size of body armour * problem solving skills to:   + select body armour that is appropriate to protect against assessed threats   + adjust body armour to ensure correct fit and protection | |
| **UNIT MAPPING INFORMATION** | No equivalent unit |
| **LINKS** | Companion volumes to this training package are available at the VETNet website:  <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b> |

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| **TITLE** | | CPPSEC3XXX Select, use and maintain body armour for security purposes |
| **PERFORMANCE EVIDENCE** | | |
| A person who demonstrates competency in this unit must select, use and maintain for security purposes:   * two (2) different types of body armour.   On each occasion, the person must select items of body armour that are appropriate for protection against assessed threats.  In doing this, the person must meet the performance criteria for this unit. | | |
| **KNOWLEDGE EVIDENCE** | | |
| To be competent in this unit, a person must demonstrate knowledge of:   * standard operating procedures and workplace policies that ensure compliance with legislative and regulatory requirements including:   + duty of care   + legal requirements for using body armour   + licensing requirements and limits of own authority   + selection, use and fitting of body armour   + workplace health and safety (WHS) * criteria for selecting body armour for protection during security assignments * difference between stab and bullet proof vests * difference between stab and spike protection * effect of secondary projectiles on body armour * factors that affect the use of body armour * factors that contribute to thermoregulation problems * factors that impact the effectiveness of body armour * health risks associated with using body armour including common heat disorders and their treatment * importance of hydration when using body armour * limitations of different types of body armour * methods for cleaning and storing body armour * National Institute of Justice (NU) Standards relating to:   + Body armour performance standards   + NU ballistic resistance standards   + NU stab resistance standards (slashes and stabs from knives and spikes)   + NU performance levels and protection classes * nomenclature of modern law-enforcement body armour * process for inspecting suitability of body armour * types of body armour and the threats they protect against including:   + ballistic protection   + edged blade protection   + spike protection | | |
| **ASSESSMENT CONDITIONS** | | |
| Assessors must satisfy the requirements for assessors contained in the Standards for Registered Training Organisations.  Assessment of performance must be undertaken in an operational workplace environment or environment that reflects workplace conditions. Tasks are to be performed to the level of proficiency and within the time limits that would be expected in a workplace.  Assessors are responsible for ensuring that the person demonstrating competency has access to:   * specifications of assessment tasks to select, use and maintain body armour for security purposes * appropriate documents, materials, and equipment currently used in industry * body armour to meet work instructions * standard operating procedures and workplace policies related to the security work role and which specify requirements for complying with industry legislation and regulations * National Institute of Justice Standards | | |
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For inclusion in separate Companion Volume: Range Statements

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| ***Work instructions*** may relate to: | * back-up support or assistance * care and storage requirements for body armour * chain of command * communication equipment and procedures * incident and security risk response procedures * instructions from supervisors or colleagues * legislative and regulatory compliance requirements for using body armour * operational instructions and timeframes * personal presentation requirements * premises location and layout * reporting requirements * resource and equipment requirements * specific client information and instructions * travel routes and schedules * use of workplace documentation * workplace health and safety (WHS) including use of personal protective equipment (PPE) and clothing * work tasks and standard operating procedures |
| ***Relevant persons*** may include: | * clients * colleagues * supervisors * supplier of body armour |
| ***Workplace policies and legal rights and responsibilities*** may relate to: | * client service standards * code of conduct and ethics * communication and reporting procedures * duty of care * emergency and evacuation procedures * industry codes of practice * legal requirements for using body armour * licensing requirements and limits of own authority * operational instructions * own role, responsibilities and authority * risk management * selection, fitting and use of body armour * use of force model and guidelines * workplace health and safety (WHS) policies and procedures |
| ***Body armour*** may provide: | * ballistic protection * bullet protection (vest) * edge blade protection * spike protection * stab protection (vest) |