# Draft 0.1

This is our work-in-progress update to CPPSEC3038A Commission and decommission security equipment and system: https://training.gov.au/Training/Details/CPPSEC3038A.

We are working with industry experts to ensure the updated unit:

- meets current and anticipated industry needs
- complies with current Standards for Training Packages
- is written in clear understandable English.

Information on our training package review and development process is available here: http://www.artibus.com.au/project-stage.

## Summary of changes from current endorsed unit

Code changed
Elements and performance criteria redeveloped to simplify and better articulate unit structure – new element/PCs added for planning and organising work tasks
Required knowledge updated and rationalised to add specificity and relevance
Internet Protocol networking knowledge/skills introduced

Updates Feb 2019:
Privacy requirements included in knowledge evidence

Updates May 2019:
Minor updates to apply edits and incorporate feedback, eg to Australian Standards references, licensing statement, assessment conditions info, knowledge, implementation guide links etc

Post EE:
Minor edits
Foundation skills modified to clarify requirements

# Unit of Competency CPPSEC3038 Commission and decommission security equipment and systems

## Application

This unit specifies the skills and knowledge required to commission and decommission a range of security equipment and systems. Commissioning includes establishing equipment interconnections and parameters, installing software, setting configurations, loading hardware data and testing performance. Decommissioning includes isolating existing services and terminating energy sources. This work applies in extra low voltage environments as defined in Australian Standard *AS/NZS 2201.1:2007 Intruder alarm systems – Client's premises – Design, installation, commissioning and maintenance* (AS/NZS 2201).

A person working at this level would be expected to take responsibility for organising and completing tasks assigned to them without close supervision.

Licensing, legislative or certification requirements apply to advising on, supplying, installing, maintaining, monitoring, repairing and servicing security equipment in some states and territories. For further information, check with the relevant regulatory authority.

## Prerequisite Unit

None.

## Elements and Performance Criteria

| | | |
|---|---|---|
| 1. Prepare to commission and decommission security equipment and system. | 1.1 | Review work instructions to confirm client and site requirements and work timeframes. |
| | 1.2 | Review AS/NZS 2201 to understand regulatory requirements associated with commissioning and decommissioning security equipment and systems and apply to work instructions. |
| | 1.3 | Confirm types of security equipment and system to be commissioned and decommissioned and source information to clarify procedures. |
| | 1.4 | Review and follow workplace policies and procedures including work health and safety when carrying out work tasks. |
| 2. Plan and organise work tasks. | 2.1 | Plan and prioritise work tasks allowing sufficient time to meet work instructions. |
| | 2.2 | Select and organise required materials, tools and equipment including personal protective equipment and check for safe and correct operation. |
| | 2.3 | Arrange access to security equipment and systems for commissioning and decommissioning in consultation with relevant persons. |
| | 2.4 | Identify hazards in the work area and apply risk control measures. |
| | 2.5 | Use safe work practices when working with electronic equipment and cables according to WHS requirements. |
| 3. Commission | 3.1 | Access security equipment and system and confirm equipment |

| | | |
|---|---|---|
| security equipment and system. | | interconnections and parameters. |
| | 3.2 | Customise security equipment and system to meet work instructions. |
| | 3.3 | Set non-software configurations and confirm software is installed and hardware data loaded. |
| | 3.4 | Conduct performance tests and confirm security equipment and system operation meets prescribed parameters and specifications. |
| | 3.5 | Identify and document malfunctions or deviations from recommended specifications. |
| | 3.6 | Conduct hand-over of commissioned security equipment and system. |
| 4. Decommission security equipment and system. | 4.1 | Confirm security system and equipment for decommissioning. |
| | 4.2 | Isolate existing services in consultation with relevant persons. |
| | 4.3 | Safely terminate sources of energy according to manufacturers' instructions and WHS requirements. |
| | 4.4 | Remove security equipment and system components in consultation with relevant persons. |
| 5. Finalise commissioning and decommissioning activities and documentation. | 5.1 | Complete documentation detailing commissioning and decommissioning results according to workplace and regulatory requirements. |
| | 5.2 | Notify work completion to relevant persons. |
| | 5.3 | Check tools and equipment for faults, wear or damage and rectify or report problems. |
| | 5.4 | Clean and restore work area, remove waste caused by work tasks and dispose of decommissioned security equipment and system according to workplace requirements. |

## Foundation skills

Candidates require:

- reading skills to interpret key requirements of:
  - plans and specifications when locating security equipment and systems for commissioning and decommissioning
  - Australian standards and manufacturers' instructions
- numeracy skills to interpret multimeter readings when testing commissioned security equipment and systems.

## Unit Mapping Information

Supersedes and equivalent to CPPSEC3038A Commission and decommission security equipment and system.

## Links

Companion Volume Implementation Guide:
https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

# Assessment Requirements for CPPSEC3038 Commission and decommission security equipment and systems

## Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by:

- commissioning two different types of security equipment and systems
- decommissioning two different types of security equipment and systems.

## Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- workplace policies and procedures that ensure compliance with legislative and regulatory requirements when commissioning and decommissioning security equipment and systems:
    - licensing requirements and limits of own authority
    - privacy requirements
    - reporting and documentation
    - requirements for complying with Australian Communications and Media Authority cabling rules
    - work health and safety
- application of *AS/NZS 2201.1:2007 Intruder alarm systems – Client's premises – Design, installation, commissioning and maintenance* (AS/NZS 2201) when commissioning and decommissioning security equipment and systems installed at client premises
- basic carpentry techniques used when commissioning and decommissioning security equipment and systems
- cable identification methods and techniques
- documentation to be completed when commissioning and decommissioning security equipment and systems
- keypad and control panel types and functions for a range of security equipment and systems
- materials, tools and equipment including personal protective equipment (PPE) used when commissioning and decommissioning security equipment and systems
- methods for ensuring IP networked systems and equipment are properly secured
- methods for installing software, setting non-software configurations and confirming hardware data is loaded when commissioning security equipment and systems
- procedures for isolating existing services
- procedures for safely terminating sources of energy when decommissioning security equipment and systems
- soldering and drilling techniques used when commissioning and decommissioning security equipment and systems
- testing procedures for commissioning a range of security equipment and systems:
    - access control systems
    - audible and visual warning devices
    - cameras and monitors

    - commercial and residential alarm systems
    - detection devices
    - electronic and mechanical fire safety and fire locking systems
    - electronic locks and locking systems
    - electronic readers
    - electronic screen equipment
    - intercoms and control panels
    - security doors and door controls
- types and functions of computer software associated with security equipment and systems
- types of earthing systems used in electrical installations
- types of electrical connections and circuits encountered when commissioning and decommissioning security equipment and systems, and circuit protection requirements
- typical hazards encountered when commissioning and decommissioning security equipment and systems and the control measures for each:
    - confined spaces
    - electrical
    - hazardous materials and chemicals
    - people in the work area
    - power tools
    - vermin
    - work at heights.

## Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

All individuals engaged by a licensed RTO for security licensing purposes must hold both a security trainers licence (where such a licence exists within the relevant jurisdiction) and the licence for performing the security activities for which the individual is providing training or assessment. Regulators may impose other assessor conditions to meet jurisdictional assessment requirements.

Assessment must be conducted in the workplace or in a simulated workplace environment. Candidates must have access to:

- workplace policies and procedures, work instructions, documentation, security equipment and systems, PPE, tools and materials required to achieve the performance evidence
- security equipment and system information to support commissioning and decommissioning activities
- AS/NZS 2201.

## Links

Companion Volume Implementation Guide:
https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b