Draft 0.1

This is our work-in-progress update to CPPSEC2026A Perform routine maintenance on security equipment and systems: https://training.gov.au/Training/Details/CPPSEC2023A.

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 – planning introduced to element 1 to capture required skills
Required knowledge updated and rationalised to add specificity and relevance
Reinstatement of systems using Internet Protocol networking introduced to knowledge

Updates Feb 2019:
Privacy requirements included in knowledge evidence

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

Post EE:
Minor edits
Foundation skills modified to clarify requirements

Unit of Competency CPPSEC2026 Perform routine maintenance on security equipment and systems

Application

This unit specifies the skills and knowledge required to perform routine maintenance, adjustments and permitted repairs on a range of security equipment and systems. It includes finding faults and using tools and equipment to maintain the correct operation of security equipment and systems.

The unit is suitable for those with basic skills and knowledge undertaking routine work tasks under the direction of more experienced workers.

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. Plan and prepare for routine maintenance.	1.1	Review work instructions to confirm routine maintenance timeframes, equipment location and required maintenance in consultation with relevant persons.
	1.2	Review and follow workplace policies and procedures including work health and safety to comply with regulatory requirements when carrying out work tasks.
	1.3	Select and organise required tools and equipment including personal protective equipment and check for safe and correct operation.
	1.4	Discuss planned maintenance procedures with relevant persons to clarify needs and expectations.
	1.5	Plan and prioritise work tasks allowing sufficient time to meet work instructions.
	1.6	Inspect work area to identify and control or report risks and hazards.
2. Conduct routine maintenance procedures.	2.1	Use safe work practices when working with electronic equipment and cables according to WHS requirements.
	2.2	Access security equipment and system requiring maintenance with minimal disruption to services and others in the work area.
	2.3	Inspect and assess security equipment and system operation against normal operating criteria.
	2.4	Carry out routine maintenance procedures on security equipment and system according to manufacturers' instructions and WHS requirements.
	2.5	Identify faults and undertake permitted routine repairs according to manufacturers' instructions and WHS requirements.

	2.6	Identify and report complex faults or repair requirements to relevant persons.
3. Complete routine maintenance and documentation.	3.1	Reinstate serviced and repaired security equipment and system to operational condition.
	3.2	Notify completion of maintenance work to relevant persons.
	3.3	Complete service documentation according to workplace and regulatory requirements.
	3.4	Check tools and equipment for faults, wear or damage and rectify or report problems.
	3.5	Restore work area to original condition and remove waste caused by maintenance tasks.

Foundation skills

Candidates require:

- reading skills to understand key requirements of:
  - plans and diagrams when locating installed security equipment and systems
  - manufacturers' instructions.

Unit Mapping Information

Supersedes and equivalent to CPPSEC2026A Perform routine maintenance on security equipment and systems.

Links

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

Assessment Requirements for CPPSEC2026 Perform routine maintenance on security equipment and systems

Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by performing routine maintenance on at minimum of three types of security equipment and systems listed below, one of which must be an internet protocol (IP) networked installation:

- access control system
- intruder alarm system
- audible and visual warning device
- electronic lock and locking system
- intercom and control panel.

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 performing routine maintenance on 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
- cable identification, termination and connection procedures associated with repairing installed security equipment and systems
- documentation to be completed when maintaining security equipment and systems to ensure compliance with licensing and warranty requirements
- methods for reinstating IP networked systems and equipment and ensuring they are properly secured
- methods for sealing cable entries
- tools and equipment including personal protective equipment (PPE) used when performing routine maintenance on security systems and equipment
- types, functions and purpose 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, functions and purpose of end-of-line devices and resistors
- types of earthing systems used in electrical installations
- types of faults and maintenance procedures for a range of security equipment and systems and repairs permitted within scope of own role, authority and competence
- typical hazards encountered when performing routine maintenance on security equipment and systems and the control measures for each:
    - confined spaces
    - electrical
    - hazardous materials and chemicals
    - hidden utilities
    - people in the work area
    - power tools
    - vermin.

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 and tools required to achieve the performance evidence
- manufacturers' instructions for equipment and systems to be serviced.

Links

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