

Title	Demonstrate knowledge of safety and security required in museums		
Level	4	Credits	6

Purpose	People credited with this unit standard are able to: explain security processes protecting museum collection items and/or taonga; explain the administration of security in a museum; demonstrate knowledge of maintaining museum security; and demonstrate knowledge of public safety measures within a museum.
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Classification	Museum Services > Museum Customer Services
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Available grade	Achieved
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Guidance Information

- 1 All learning and assessment in this standard must be carried out in accordance with museum tikanga, policy, process and practice. This includes documented policies and procedures and established practices for the operation of museums and may include but is not limited to: application of the articles of Te Tiriti o Waitangi, culture and/or legal requirements, standards, codes of ethics, and relevant industry best-practice documents.
- 2 For the purposes of this unit standard, evidence requirements may be limited to one museum.
- 3 Candidates should avoid sharing confidential security information that could compromise security arrangements at their museum.
- 4 Definitions
Museum includes museums, art galleries, whare taonga, tribal museums, cultural and community centres holding public collections, science centres, interpretive centres, exhibition centres, and historic places.
Taonga are tangible and intangible items of cultural and social significance to Māori.
- 5 Recommended skills and knowledge
Unit 20554, *Demonstrate knowledge of museums and responsibilities of the museum sector in Aotearoa New Zealand*, or demonstrate equivalent knowledge and skills.

Outcomes and performance criteria

Outcome 1

Explain security processes protecting museum collection items and/or taonga.

Performance criteria

- 1.1 Security systems and processes in relation to access to museum collection items and/or taonga are identified.
- Range external, non-public areas, exhibit protection, staff, visitors.
- 1.2 Risks to museum collection items and/or taonga are explained.
- Range touching, use of cameras, kai, theft of collection items, cultural or spiritual damage, carrying hidden items that can harm exhibits.
- 1.3 Types of electronic security systems suitable for use in museums are explained.
- Range passive, active.
- 1.4 Security issues associated with hands-on interaction with museum collection items and/or taonga, are explained.
- 1.5 Immediate response measures in relation to theft or damage of collection items are explained.
- Range staying with item, avoiding touching, calling for assistance, documentation, management of person causing damage, reporting.

Outcome 2

Explain the administration of security in a museum.

Range front-of-house, back-of-house.

Performance criteria

- 2.1 The reasons for security documentation are explained.
- 2.2 Security procedures for the management of visitors are explained.
- 2.3 Security procedures for the management of contractors are explained.
- 2.4 Security procedures for the management of staff and volunteers are explained.
- Range includes but is not limited to – provisions for access to storage areas.

Outcome 3

Demonstrate knowledge of maintaining museum security.

Performance criteria

3.1 Human behaviour that puts security at risk is identified.

Range three examples.

3.2 Methods people may use to distract the attention of security staff are identified.

Range two examples.

3.3 The reasons for variable monitoring patterns are explained.

Range visible monitoring, unpredictable monitoring.

3.4 Skills for observing behaviour in a specific museum environment are explained.

Range skills for the detection of three behaviours.

Outcome 4

Demonstrate knowledge of public safety measures within a museum.

Performance criteria

4.1 Implications of Health and Safety at Work Act 2015 are explained.

4.2 Security procedures during emergencies are described and explained.

4.3 General safety and fire requirements are identified.

Range one safety and one fire requirement.

4.4 Public safety and emergency procedures for visitors are explained.

Range procedures for one museum.

Planned review date	31 December 2028
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 May 2005	31 December 2018
Rollover and Revision	2	21 September 2007	31 December 2018
Review	3	21 January 2011	31 December 2025
Review	4	18 August 2016	31 December 2025
Review	5	26 October 2023	N/A

Consent and Moderation Requirements (CMR) reference	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Toi Mai Workforce Development Council info@toimai.nz if you wish to suggest changes to the content of this unit standard.