Title	**Identify, assess and minimise security risks at a workplace**		
Level	**4**	**Credits**	**5**

Purpose	This unit standard is intended for senior security officers and team leaders who are required to use risk identification, analysis and minimisation processes in a security workplace. People credited with this unit standard are able to: - demonstrate knowledge of security risks and the security risk management process; - identify and describe security threats, vulnerabilities and risks in a workplace; - assess and evaluate identified security risks in a workplace; - identify and evaluate options to minimise identified security risks in a workplace; and - implement a process to minimise identified security risks in a workplace.

Classification	Security > Security Management

Available grade	Achieved

Guidance Information

1 References
AS/NZS ISO 31000:2009, *Risk Management - Principles and guidelines* available from standards.govt.nz
Children, Young Persons and Their Families (Oranga Tamariki) Legislation Act 2017;
Crimes Act 1961;
Good Practice Guidelines, New Zealand Security Association 2019, available from https://security.org.nz/;
Health and Safety at Work Act 2015;
Local Government Act 2002;
Oranga Tamariki Legislation Act 2019;
Private Security Personnel and Private Investigators Act 2010;
Protective Security Requirements Website.
https://protectivesecurity.govt.nz/resources-centre/glossary/;
Sale and Supply of Alcohol Act 2012;
SA/SNZ HB 436:2013, *Risk management guidelines - Companion to AS/NZS ISO 31000:2009*, available from http://www.standards.co.nz;
Summary Offences Act 1981;
Trespass Act 1980;
and all subsequent amendments or replacements.

2 Definitions
Relevant instructions – oral, written or electronically transmitted instructions issued to govern the performance of security tasks, duties, and responsibilities. These may be in the form of policies, procedures, manuals, directives, or legal and compliance requirements. They may relate to a particular assignment, organisation, site or operation of equipment. *Risk* – the chance of something happening that will materially impact on objectives, measured in terms of consequences and likelihood. *Threat* – a source of harm that is deliberate or has the potential or intent to do harm. *Vulnerabilities* – the degree of susceptibility and resilience to hazards.

3 Terminology related to risk assessment is defined in AS/NZS ISO 31000:2009 *Risk Management - Principles and guidelines*.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of security risks and the security risk management process.

Performance criteria

1.1 Explain security risks in terms of the security industry and the relationships between risks, threats and vulnerabilities.

Range evidence of a minimum of three risks is required.

1.2 Summarise the steps of the risk management process in AS/NZS ISO 31000:2009 *Risk Management - Principles and guidelines* and explain the cycle in terms of its application in a security workplace.

Outcome 2

Identify and describe security threats, vulnerabilities and risks in a workplace.

Performance criteria

2.1 Identify and describe security threats in relation to a workplace and in accordance with relevant instructions.

Range threats may include – type, source, target, intent, capability; evidence of a minimum of three threats is required.

2.2 Describe security vulnerabilities in relation to the security threats identified in performance criterion 2.1.

2.3 Identify and describe security risks in relation to a workplace and in accordance with relevant instructions.

Outcome 3

Assess and evaluate identified security risks in a workplace.

Range risks identified in Outcome 2.

Performance criteria

3.1 Assess and prioritise identified security threats and vulnerabilities in relation to likelihood and consequences.

3.2 Identify and evaluate existing security measures for adequacy against the identified threats and vulnerabilities.

Outcome 4

Identify and evaluate options to minimise identified security risks in a workplace.

Range risks evaluated in Outcome 3.

Performance criteria

4.1 Identify options that minimise the likelihood of the security risks in accordance with relevant instructions.

4.2 Identify options that minimise the consequence of the security risks in accordance with relevant instructions.

4.3 Evaluate options against available resources and escalate where available resources or the authority is insufficient in accordance with relevant instructions.

Outcome 5

Implement a process to minimise identified security risks in a workplace.

Range risks evaluated in Outcome 3 and a process selected from options evaluated in Outcome 4.

Performance criteria

5.1 Implement a risk minimisation process in accordance with relevant instructions.

Planned review date	31 December 2025

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 February 2009	31 December 2022
Review	2	27 August 2020	N/A
Republish	2	XX May 2024	N/A

Consent and Moderation Requirements (CMR) reference	0003

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.