

**Interested in a career in the
security industry?**



COURSE OUTLINE



**SECURITY OFFICERS &
CROWD CONTROLLER
LICENSING COURSES**

www.nsta.edu.au

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All information is correct on the date of Publication, 1st September 2021 and subject to change.



Corporate Profile

NSTA Pty Ltd, (RTO 32292) offer a range of courses and qualifications across a diverse spectrum including:

- Security Operations
- Aviation
- Building and Construction
- Civil Construction
- Management and Business

Training is delivered by independent franchised owners. Franchisee's are selected based upon their experience and financial viability as well as their commitment to delivering quality training and assessment.

RICHARD FRANKS (FOUNDER)

Richard is the CEO and author of the training resources used to deliver nationally recognised training within Australia and maintains current industry licences as a:

- Security officer crowd controller
- Bodyguard
- Private investigator
- Cash in Transit
- Security industry trainer, and
- Firearms Instructor

SHARYN GADSBY

Sharyn is the General Manager of the company, and responsible for day to day management of NSTA Pty Ltd, Sharyn has over 30 years' experience in Security and RTO Management as well as being a qualified trainer and assessor.

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Security Licensing Courses

NSTA Pty Ltd are Registered with ASQA as an RTO (Registered Training Organisation 32292)

NSTA Pty Ltd offer training and assessment to meet licensing requirements in all states and territories, and hold the following, licences. (Not all states require RTO's to obtain additional licences)

- Victorian Private Security Business
Licence Number 908-561-31S
- New South Wales Master Licence No 000105608

The CPP20218 Certificate II in Security Operations meets licencing requirements for

- Security Officer Unarmed, and
- Crowd Controller Licencing purposes (Australia Wide)

CPP31318 Certificate III in Security Operations provides additional competencies to meet licensing endorsements in each state or territory where training is delivered.

Endorsements include:

- Batons and handcuffs
- Canine
- Cash-in-transit
- Control room operations / Monitoring Centre
- Firearms (Armed Guard)

Due to variations in regulations some states require participants to complete a full Certificate III in Security Operations and others just the skill sets, at NSTA Pty Ltd we design and delivering training to meet the needs of clients in the jurisdiction where training is delivered.

CPP31418 Certificate III in Close Protection Operations provides additional competencies to meet licensing requirements for the issue of a Bodyguard Licence in each state or territory where training is delivered.

MUTUAL RECOGNITION ACT

The Mutual Recognition Act 1992 allows individuals licensed in one state to be licenced in all other states (and New Zealand) for the same licence you hold without further training.

CPP20218

Certificate II in Security Operations

This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting or guarding property while unarmed, and screening entry, monitoring behaviour and removing persons from premises.

There are 14 units of competency and all 14 must be completed to be issued the Qualification

CPPSEC2101 Apply effective communication skills to maintain security

CPPSEC2102 Apply legal and procedural regulations to work effectively within a security team

CPPSEC2103 Apply WHS, emergency response and evacuation procedures to maintain security

CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations

CPPSEC2105 Provide quality services to a range of security clients

CPPSEC2106 Protect self and others using basic defensive techniques

CPPSEC2107 Patrol premises to monitor property and maintain security

CPPSEC2108 Screen people, personal effects and items to maintain security

CPPSEC2109 Monitor and control access and exit of persons and vehicles from premises

CPPSEC2110 Monitor and control individual and crowd behaviour to maintain security

CPPSEC2111 Apply security procedures to manage intoxicated persons

CPPSEC2112 Apply security procedures to remove persons from premises

CPPSEC2113 Escort and protect persons and valuables

HLTAID003 Provide first aid

There are no entry Requirements for this qualification

CPP31318

Certificate III in Security Operations

This qualification is suitable for individuals who wish to deepen and broaden their skills and knowledge in security operations and lead security teams in the field. It provides a pathway to further learning and work in various security roles and settings, including security risk management.

There are 8 core units of competency and 6 Electives (Total 14) required to be issued the qualification, electives grouped into skillsets and are chosen to meet specific licensing requirements, for a complete list of available electives please visit our website.

CORE UNITS

BSBFLM312 Contribute to team effectiveness

CPPSEC3101 Manage conflict and security risks through negotiation

CPPSEC3102 Maintain operational safety and security of work environment

CPPSEC3103 Determine and implement response to security risk situation

CPPSEC3104 Coordinate monitoring and control of individual and crowd behaviour

CPPSEC3105 Coordinate provision of quality security services to clients

CPPSEC3106 Gather, organise and present security information and documentation

HLTWHS003 Maintain work health and safety

SKILLSETS

CPPSS00059 Batons and handcuffs

CPPSS00060 Canine

CPPSS00061 Cash-in-transit

CPPSS00062 Control room operations

CPPSS00063 Firearms

CPPSS00064 Monitoring Centre Operations

Entry Requirements apply to this qualification

Applicants must hold a current Security Officers licensing in the relevant jurisdiction, or hold a Certificate II in Security Operations

CPP31418

Certificate III in Close Protection Operations

This qualification reflects the role of a close protection operative who is responsible for providing security services to protect the safety and security of principals who may be celebrities, political figures, very important persons (VIPs) or other persons requiring close protection services.

There are 8 core units of competency and 6 Electives (Total 14) required to be issued the qualification, electives are selected from the list below to meet licensing requirements in each jurisdiction.

CORE UNITS

CPPSEC3101 Manage conflict and security risks through negotiation

CPPSEC3103 Determine and implement response to security risk situation

CPPSEC3105 Coordinate provision of quality security services to clients

CPPSEC3121 Control persons using empty hand techniques

CPPSEC3122 Plan provision of close protection services

CPPSEC3123 Implement close protection services

HLTAID006 Provide advanced first aid

HLTWHS003 Maintain work health and safety

ELECTIVE UNITS

BSBFLM312 Contribute to team effectiveness

CHCCCS020 Respond effectively to behaviours of concern

CPPSEC3102 Maintain operational safety and security of work environment

CPPSEC3104 Coordinate monitoring and control of individual and crowd behaviour

CPPSEC3106 Gather, organise and present security information and documentation

CPPSEC3108 Store, protect and dispose of security information

CPPSEC3110 Control persons using batons

CPPSEC3111 Restrain persons using handcuffs

CPPSEC3124 Prepare and present evidence in court

CPPSEC3125 Implement security procedures to protect critical infrastructure and public assets

TLIC1051 Operate commercial vehicle

There are no entry Requirements for this qualification

CPP40719

Certificate IV in Security Management

This qualification is for security supervisors and security business managers who may engage in sub-contracting arrangements for personnel and clients. Security supervisors lead teams to coordinate and implement a range of security operations and functions such as control room, monitoring centre, electronic security and guarding. Security business managers coordinate security manpower and services to clients while operating under complex regulatory and contracting arrangements.

There are 4 core units of competency and 8 Electives (Total 16) required to be issued the qualification, electives are selected from the list below (Or additional electives to meet applicable licensing requirements in each jurisdiction, where the course is delivered)

CORE UNITS

CPPSEC4001 Manage work health and safety in the security work environment

CPPSEC4003 Assess and advise on client security needs

CPPSEC4005 Facilitate security operations briefing and debriefing processes

CPPSEC4022 Establish and implement ethics and governance arrangements for security businesses

ELECTIVE UNITS

GROUP A: BUSINESS MANAGEMENT

BSBADM409 Coordinate business resources

BSBHRM405 Support the recruitment, selection and induction of staff

BSBSMB401 Establish legal and risk management requirements of small business

CPPSEC4023 Implement contracting arrangements for security businesses

GROUP B: SUPERVISION

BSBLDR402 Lead effective workplace relationships

BSBLDR403 Lead team effectiveness

BSBWOR404 Develop work priorities

CPPSEC4004 Supervise security operations

There are no entry Requirements for this qualification

CPP30619

Certificate III in Investigative Services

This is a qualification for investigators, responsible for factual investigation and inquiry work or covert surveillance operations. Investigators operate under limited supervision and use discretion and judgement to search for information about a person's character, actions or work and gather evidence that may be used in court. There are 5 core units of competency and 11 Electives (Total 16) required to be issued the qualification, electives are selected from the list below to meet licensing requirements in each jurisdiction.

CORE UNITS

CPPINV3026 Work effectively in investigative services

CPPINV3027 Develop investigation plans

CPPINV3028 Investigate and locate subjects

CPPINV3029 Provide quality investigative services to clients

CPPSEC3124 Prepare and present evidence in court

GROUP A: FACTUAL INVESTIGATION

BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business

CPPINV3030 Conduct factual investigations

CPPINV3031 Conduct interviews and take statements to support investigations

CPPINV3032 Develop factual investigation reports

HLTWHS003 Maintain work health and safety

PSPCRT007 Compile and use official notes

PSPREG006 Produce formal record of interview

PSPSEC009 Handle sensitive information



GROUP B: SURVEILLANCE

BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business

CPPINV3033 Conduct covert surveillance operations

CPPINV3034 Organise and operate surveillance vehicles

CPPINV3035 Develop surveillance investigation reports

HLTWHS003 Maintain work health and safety

PSPCRT007 Compile and use official notes

PSPSEC009 Handle sensitive information

GROUP C: GENERAL ELECTIVES

AVIY3075 Control remote pilot aircraft systems in normal flight

BSBSMB301 Investigate micro business opportunities

BSBSMB401 Establish legal and risk management requirements of small business

BSBSMB404 Undertake small business planning

CPPSEC3101 Manage conflict and security risks using negotiation

FNSMCA303 Serve legal process

There are no entry Requirements for this qualification



CPP41519

Certificate IV in Security Risk Analysis

This qualification is for security risk analysts who apply technical security and operations expertise in a risk management environment. Security risk analysts understand the current threat environment and assess risk and advise clients on strategies to ensure the protection of electronic security systems and people and property in crowded places, as defined by Australia's Strategy for Protecting Crowded Places from Terrorism (2017).

There are 5 core units of competency and 7 Electives (Total 12) required to be issued the qualification, electives are selected from the list below (Or additional electives to meet applicable licensing requirements in each jurisdiction, where the course is delivered)

CORE UNITS

CPPSEC4003 Assess and advise on client security needs

CPPSEC4006 Conduct security risk assessment of client operations

CPPSEC4007 Identify security threats and assess impact on client operations

CPPSEC4012 Assess security vulnerabilities of assets

CPPSEC4022 Establish and implement ethics and governance arrangements for security businesses

ELECTIVE UNITS

CPPSEC4020 Advise on advanced technology security systems to meet client needs

CPPSEC4024 Assess security of crowded places

CPPSEC4025 Advise on operational requirements to maintain crowded place security

PSPSEC015 Communicate security awareness

CPPSEC5004 Develop security risk management plans

PSPSEC009 Handle sensitive information

CPPSEC5003 Assess security risk management options

There are no entry Requirements for this qualification

CPP50619

Diploma of Security Risk Management

This is a qualification for security risk consultants who provide specialist advice on strategies to mitigate risk to people, property and assets including crowded places, as defined by Australia's Strategy for Protecting Crowded Places from Terrorism (2017). Security risk consultants operating at this level work with a high level of autonomy to assess the current threat environment, assess risk management options, and prepare and implement security risk management plans and communication systems to respond to active threats.

There are 5 core units of competency and 5 Electives (Total 10) required to be issued the qualification, electives are selected from the list below.

CORE UNITS

CPPSEC5003 Assess security risk management options

CPPSEC5004 Develop security risk management plans

CPPSEC5005 Implement security risk management plans

CPPSEC5008 Analyse threat environment and devise strategies to respond to active threats

CPPSEC5009 Implement communication systems to respond to active threats

ELECTIVE UNITS

BSBCUS501 Manage quality customer service

BSBMGT502 Manage people performance

BSBWOR501 Manage personal work priorities and professional development

BSBWOR502 Lead and manage team effectiveness

CPPSEC4008 Assess and prepare security tender submissions

CPPSEC5002 Coordinate security operations

CPPSEC5006 Develop strategies to implement advanced technology security systems

HLTWHS004 Manage work health and safety

Entry Requirements apply to this qualification

- **CPP40707** Certificate IV in Security and Risk Management or,
- **CPP40719** Certificate IV in Security Management or,
- **CPP41519** Certificate IV in Security Risk Analysis or,

AVI20118

Certificate II in Transport Security Protection

This qualification provides individuals with general and specialist skills to operate effectively in a broad range of transport security screening roles. Transport Security Screening Officer roles include:

- Air Cargo Examination Officer
- Domestic Airport Screening Officer
- International Airport Screening Officer
- Maritime Screening Officer

There are 5 core units of competency and any one of the skillsets listed below, to meet the requirements for the issue of the qualification (Skillsets contain several units of competency to meet the needs of industry)

CORE UNITS

AVIO0015 Undertake physical search of cargo and articles

AVIO0009 Identify and handle weapons, explosives and prohibited items

AVIG0001 Work effectively in a transport security industry

AVIO0007 Control access to and exit from a security sensitive area

AVIO0008 Establish and maintain a sterile sensitive area

SKILLSETS

AVISS00075 - Air Cargo Screening Officer Skill Set

AVISS00076 - Domestic Airport Screening Officer Skill Set

AVISS00077 - International Airport Screening Officer Skill Set

AVISS00078 - Maritime Screening Officer Skill Set

ENTRY REQUIREMENTS

Individuals undertaking this qualification must have passed a valid background check. A valid background check for the purposes of an individual undertaking the qualification is a background check on an applicant for, or the holder of an aviation security identification card or maritime security identification card. Our training centres are fully equipped to lodge your JobReady ASIC on your behalf.

Responsible Service of Alcohol (RSA)

SITHFAB002 - Provide responsible service of alcohol

This unit describes the performance outcomes, skills and knowledge required to responsibly sell or serve alcohol.

Responsible practices must be undertaken wherever alcohol is sold or served, including where alcohol samples are served during on-site product tastings. This unit, therefore, applies to any workplace where alcohol is sold or served, including all types of hospitality venues, packaged liquor outlets and wineries, breweries and distilleries.

Although Security Officers / Crowd Controllers do not serve alcohol many venues require all staff to possess an RSA.

And covers the following:

1. Selling or serving alcohol
2. Assisting customers to drink within appropriate limits
3. Assess alcohol affected customers to identify those who service must be refused
4. Refusing to provide alcohol
5. Ways of assessing intoxication
6. Indicators of erratic drinking patterns
7. Ways of assessing customers affected by consumption of illicit and other drugs
8. Identification of early warning signs
9. Principles of harm minimisation
10. Liquor licensing laws
11. Acceptable evidence of age.



First Aid Courses

HLT21015 - Certificate II in Medical Service First Response

This qualification reflects the role of first medical response workers or volunteers who provide initial care to patients. These people provide basic first aid and emergency responses in the pre-hospital/out of hospital environment. To support industry supported vocational outcomes units marked with an* are imported to create pathways for Drug and Alcohol Testing Officers. There are 9 units of competency (4 core units, and 5 electives). Units can be completed individually such as First aid and CPR to meet client requirements this will result in a nationally recognised Statement of Attainment.

CORE

CHCDIV001 Work with diverse people

HLTAID011 Provide first aid

HLTINF001 Comply with infection prevention and control policies and procedures

HLTWHS002 Follow safe work practices for direct client care

HLTWHS006 Manage personal stressors in the work environment

ELECTIVES

CHCCOM005 Communicate and work in health or community services

CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety

CHCLEG001 Work legally and ethically

HLTAAP001 Recognise healthy body systems

HLTAAP002 Confirm physical health status



ELECTIVES CONTINUED

HLTAID009 Provide cardiopulmonary resuscitation*

HLTAID010 Provide basic emergency life support*

HLTAID011 Provide first aid in an education and care setting*

HLTAID013 Provide first aid in remote or isolated site

HLTAID014 Provide advanced first aid

HLTAID015 Provide advanced resuscitation and oxygen therapy

HLTOUT007 Transport non-emergency patients under operational conditions

HLTWHS005 Conduct manual tasks safely

BSBMED301 Interpret and apply medical terminology appropriately

BSBWOR203 Work effectively with others

HLTPAT005 Collect specimens for drugs of abuse testing*

SUMMARY

When electives are delivered as stand alone units, a "Statement of Attainment" will be issued.



White Card

CPCWHS1001 Prepare to work safely in the construction industry

This unit of competency specifies the mandatory work health and safety training required prior to undertaking construction work. The unit requires the person to demonstrate personal awareness and knowledge of health and safety legislative requirements in order to work safely and prevent injury or harm to self and others. It covers identifying and orally reporting common construction hazards, understanding basic risk control measures, and identifying procedures for responding to potential incidents and emergencies. It also covers correctly selecting and fitting common personal protective equipment (PPE) used for construction work.

This unit meets the general construction induction training requirements of:

- Part 1.1 Definitions and Part 6.5 of the Model Work Health and Safety Regulations;
- Division 11 of Part 3 of the Occupational Safety and Health Regulations 1996 for Western Australia; and
- Division 3 of Part 5.1 of the Occupational Health and Safety Regulations 2007 for Victoria.
- It is expected that site-specific induction training will be conducted prior to conducting construction work.
- Licensing, legislative, regulatory or certification requirements apply to this unit.

Any security officers required to work in the civil and general construction industries need to have this unit of competency and card prior to accessing a site.



Training centre location



NSTA Pty Ltd RTO 32292

Ph: 1300 893 727

Web: www.nsta.edu.au