

UNIT CODE	PSPSEC002
UNIT TITLE	Respond to government security incidents
APPLICATION	<p>This unit describes the performance outcomes, skills and knowledge required to access and advise on security incidents and plan an incident response within the limits of role and responsibility.</p> <p>This unit applies to those working in a security role where they are expected to identify, manage, finalise and recommend actions if required. Those undertaking this unit would work independently and/or as part of a team, using support resources and performing routine tasks in a range of familiar and unfamiliar contexts.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.</p> <p>No occupational licensing, certification or specific legislative or certificate requirements apply to this unit at the time of publication.</p>
PREREQUISITE UNIT	Nil
COMPETENCY FIELD	Security
UNIT SECTOR	

ELEMENTS	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Assess and advise on security incidents	1.1 Identify security incident and respond. 1.2 Conduct preliminary assessment considering the nature of the breach, level of risk and likely consequences. 1.3 Determine limitations of own expertise and refer to more specialised personnel as required. 1.4 Maintain records relating to the incident.

2. Plan incident response	<p>2.1 Identify, collect and assess evidence to determine risk factor.</p> <p>2.2 Recommend action appropriate to the level of seriousness of the incident.</p> <p>2.3 Identify and document changes required in security policy as a result of the incident.</p> <p>2.4 Advise relevant agencies of the incident.</p> <p>2.5 Prepare a final report incorporating background to the incident, action taken, interview statements, outcomes, summary of findings and recommended actions.</p>
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FOUNDATION SKILLS	
<i>Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.</i>	
SKILLS	DESCRIPTION
READING SKILLS TO:	<ul style="list-style-type: none"> ■ undertake research, analysis, including trend analysis.
ORAL COMMUNICATION SKILLS TO:	<ul style="list-style-type: none"> ■ use pen and closed questioning techniques to conduct interviews.
UNIT MAPPING INFORMATION	Release 1: Supersedes and is equivalent to PSPSEC002 Respond to government security incidents.
LINKS	Companion Volume Implementation Guide

TITLE	Assessment Requirements for PSPSEC002 Respond to government security incidents
PERFORMANCE EVIDENCE	<p>Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and on at least one occasion:</p> <ul style="list-style-type: none"> ■ plan, carry out and guide an investigation ■ record evidence ■ write a report including recommendations.

KNOWLEDGE EVIDENCE	<p>Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:</p> <ul style="list-style-type: none"> ■ legislation, policies, procedures and guidelines relating to government security management ■ organisation's security plan ■ powers inferred to investigate security incidents, including limitations ■ referral procedures and appropriate agencies ■ intelligence and analytical processes ■ conduct of administrative, security or criminal investigations.
ASSESSMENT CONDITIONS	<p>Skills must be demonstrated in either a:</p> <ul style="list-style-type: none"> ■ workplace environment or ■ simulated environment. <p>Simulated assessment environments must simulate the real-life working environment where the skills and knowledge within this unit would be utilised, with all the relevant equipment and resources of that working environment.</p> <p>Assessment must ensure access to:</p> <ul style="list-style-type: none"> ■ legislation, policy, procedures and protocols related to handling security incidents ■ case studies and workplace scenarios to capture the range of situations likely to be encountered when responding to security incidents. <p>Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.</p>
LINKS	Companion Volume Implementation Guide