
Model Curriculum

Armed Security Guard

SECTOR: Management & Entrepreneurship and Professional Skills Council
SUB-SECTOR: Private Security
OCCUPATION: Guarding (Armed)
REF ID: MEP/Q7102
NSQF LEVEL: 4



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by
the

Management & Entrepreneurship and Professional Skills Council
for the

MODEL

CURRICULUM

Complying to National Occupational Standards of

Job Role/ Qualification Pack: '**Armed Security Guard**' QP No. '**MEP/Q7102 NSQF
Level 4**'

Date of Issuance: **April 4th 2017**

Valid upto: **April 3rd, 2021**

* Valid up to the next review date of the Qualification Pack


Authorised Signatory

Management & Entrepreneurship and Professional Skills Council

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Armed Security Guard

CURRICULUM/SYLLABUS

This program is aimed at training candidates for the job of a “Armed Security Guard”, in the “Management & Entrepreneurship and Professional Skills” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Armed Security Guard		
Qualification Pack Name & Reference ID	MEP/ Q7102		
Version No.	1.0	Version Update Date	14/09/2016
Pre-requisites to Training	NA		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ol style="list-style-type: none"> 1. Perform basic security tasks: Be able to perform security tasks in accordance with basic security practices 2. Follow safety norms: Observe safety norms while handling firearms. 3. Provide private armed guarding service: Provide private armed guarding service to people, property, premises and businesses 4. Provide support to guarding duties: Support guarding duties with licenced firearms. 5. Perform armed guarding duties: Carry out routine armed guarding duties. 6. Support cash and valuable-in-transit operations: Support cash and valuables-in-transit operations. 7. Perform domain-specific armed guarding tasks: Carry out private armed guarding tasks in commercial and industrial deployments. 8. Understand the legal requirements: Understand the legal requirements and work within the law when undertaking private security tasks 9. Image building: Project positive image of self and the organization 10. Communicate effectively: Communicate effectively with stakeholders 11. Understand the legal requirements: Understand the legal requirements and work within the law when undertaking private security tasks. 12. Observe personal hygiene and occupational health and safety: Maintain personal hygiene and observe occupational health and safety practices at work place. 13. Respond to emergencies: Identify and operate security, safety, fire-fighting and communication equipment effectively and respond to emergencies. 14. Render first aid: Provide basic first aid. 		

This course encompasses 12 out of 12 National Occupational Standards (NOS) of “MEP/ Q7102” Qualification Pack issued by “Management & Entrepreneurship and Professional Skills Council”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction</p> <p>Theory Duration (hh:mm) 01:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code MEP/ N7112</p>	<ul style="list-style-type: none"> Introduction to course and ice-breaking Learn about role of an Armed Security Guard and job opportunities in the Private Security Sector 	Computer, projector, blackboard, classroom, classroom furniture
2	<p>Physical Training</p> <p>Theory Duration (hh:mm) 00:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code MEP/ N7108, MEP/ N7121</p>	<ul style="list-style-type: none"> Improve physical health, strength and dexterity in trainees Inculcate good personal hygiene practices 	PT field, running track, vertical rope, beam, 9” ditch, balance, mat
3	<p>Drill</p> <p>Theory Duration (hh:mm) 00:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code MEP/ N7121</p>	<ul style="list-style-type: none"> Improve bearing and deportment and grooming trainees into smart individuals 	Drill ground, full length mirror, drill charts
4	<p>Security tasks and basic security practices</p> <p>Theory Duration (hh:mm) 06:00</p> <p>Practical Duration (hh:mm) 03:00</p> <p>Corresponding NOS Code MEP/ N7112</p>	<p>Learn about-</p> <ul style="list-style-type: none"> Security organisations Private Security Sector (PSS) Private armed security tasks and guarding duties Risks, Threats, Hazards/ Disasters and Emergencies Weapons and firearms Improvised explosive devices (IED) Military and police ranks 	Charts – weapon and firearm, badges of rank, security organisation, risks and threats

Sr. No.	Module	Key Learning Outcomes	Equipment Required
5	<p>Observe safety norms</p> <p>Theory Duration (hh:mm) 06:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Code MEP/ N7113</p>	<ul style="list-style-type: none"> Understand functioning of firearm, ammunition and maintenance requirements Observe safety norms with regards to firearm Operate firearm with care Handle misfires Secure firearm and ammunition when not in use 	Charts on firearm safety, appropriate firearm (s), firing range
6	<p>Deal with security situations warranting use of firearm</p> <p>Theory Duration (hh:mm) 06:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Code MEP/ N7114</p>	<ul style="list-style-type: none"> Anticipate risk and threat to life and property Monitor and assess security situations warranting use of firearm Report to superiors Identify individuals threatening to endanger life and property Issue warning to miscreants Use firearm Avoid collateral damage Maintain safety of self and others Report and record incident Preserve evidence 	Appropriate firearm, communication equipment, range to practice firing
7	<p>Provide armed guarding services to people, property and premises</p> <p>Theory Duration (hh:mm) 07:00</p> <p>Practical Duration (hh:mm) 04:00</p> <p>Corresponding NOS Code MEP/ N7115</p>	<p>Learn about -</p> <ul style="list-style-type: none"> Types of buildings and premises and visitors Risk and threats to life, property and premises and security breaches Taking briefing and instructions, assuming charge of area of responsibility and carrying out armed guarding operations Carryout patrolling Search of a place and area Maintain personal and stakeholder's safety Use firearm Prevent tampering of evidence Identify, understand characteristics, and operate safety and security equipment. Reporting and recording incidents and visits as per formats and procedures accurately 	<p>Personal protective equipment – helmet, goggles, gloves, ERP jacket, boots, knee cap, carabiner, torch, rope, ladder.</p> <p>Forms for recording Incidents</p> <p>Appropriate firearm</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
8	<p>Support guarding duties with licenced firearm</p> <p>Theory Duration (hh:mm) 07:00</p> <p>Practical Duration (hh:mm) 04:00</p> <p>Corresponding NOS Code MEP/ N7116</p>	<ul style="list-style-type: none"> • Ensure safety precautions and safe handling of weapon in operation and storage • Operate weapons as per law • Maintain and test weapon in line with safety instructions. Report faults and get it repaired • Fulfil statutory and documentary requirements pertaining to weapon & ammunition and movement • Undertake responsibility and deployment as instruction/ briefing • Co-ordinate with other armed or unarmed security details deployed in the premises • Understand identification, friend or foe protocol practiced in the premises • Observe development of any untoward situation and respond early • Report sequence of incident to designated superior • Use firearm as last resort and avoid collateral damage • Ensure safety of self and of others • Render first aid to injured • Cooperate in investigation 	<p>Charts of firearms and safety precautions, first aid kit, sample of weapon licence, reporting format</p>
9	<p>Carryout routine armed guarding duties</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 03:00</p> <p>Corresponding NOS Code MEP/ N7117</p>	<ul style="list-style-type: none"> • Use authorised weapon & ammunition, personal protective equipment • Receive briefing from designated superior • Coordinate task with team members • Maintain vigil and respond to threats • Report incident and record details • Avoid collateral damage • Maintain safety of self, principal and others • Follow procedure on escorting of persons 	<p>Duty chart, vehicle, personal protective equipment, first aid kit, route chart, torch, walkie-talkie, mobile, communication diagram</p>

10	<p>Support cash and valuables-in-transit operations</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 04:00</p> <p>Corresponding NOS Code MEP/ N7118</p>	<p>Learn about-</p> <ul style="list-style-type: none"> • Organisational procedure regarding cash and valuables-in-transit operations • Risk and threat during operation • Readiness of vehicle, driver and guard for assignment • Understand weapon & ammunition, equipment and documents required to be carried for assignment • Communicate effectively • Maintaining vigil and responding to risks and emergencies • Use firearm and avoid collateral damage • Ensure safety of self, others and consignment • Report and record incidents 	<p>Duty chart, first aid kit, route chart, torch, walkie-talkie, mobile, communication diagram, baton and firearms</p>
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Sr. No.	Module	Key Learning Outcomes	Equipment Required
11	<p>Provide security in commercial and industrial deployments</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 04:00</p> <p>Corresponding NOS Code MEP/ N7119, MEP/ N7120</p>	<ul style="list-style-type: none"> Understand types and peculiarities of commercial and industrial deployments Follow organisational procedure and instructions Understand domain-specific risks and threats Provide guarding services at the commercial and industrial deployments Show desired behavioral standards while carrying out guarding duties 	Charts of various commercial and industrial domains
12	<p>Image projection</p> <p>Theory Duration (hh:mm) 06:00</p> <p>Practical Duration (hh:mm) 05:00</p> <p>Corresponding NOS Code MEP/ N7121</p>	<ul style="list-style-type: none"> Comply with organisation's standards of grooming and personal behavior Wear organisation's uniform correctly and smartly Carry and use personal protection gear and equipment Observe organisation's 'Meet and Greet Procedure' Observe confidentiality as per organizational procedure Observe discipline and punctuality 	Male and female mannequins draped in security guard's uniform and accoutrements, personal protection gear. Communication equipment

Sr. No.	Module	Key Learning Outcomes	Equipment Required
13	<p>Basic rules pertaining to private security service and security personnel</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code MEP/ N7102</p>	<p>Learn about-</p> <ul style="list-style-type: none"> • Right to private defence, important body and property offences and cognisable and non- cognisable offences • Aid to magistrate, duty of public to inform about Aid to magistrate, duty of public to inform about complaints and first information report and warrants and summons • Difference between legal and illegal activities; take cognisance of offences and report to superiors and police • Basics of Human Rights; obligations of the holder of an arms licence, explosives and explosive substances • Physical standards, security training, verification, uniform, ID cards for security guards as per PSARA– 2005 • Rights and entitlements of workers • Roles and responsibilities of armed security guard • Internal or police investigations and giving evidence in the court • Lodging of complaints or assisting others in filing first information report 	Classroom training
14	<p>Health and Safety</p> <p>Theory Duration (hh:mm) 18:00</p> <p>Practical Duration (hh:mm) 16:00</p> <p>Corresponding NOS Code MEP/ N7108</p>	<ul style="list-style-type: none"> • Understand, follow and enforce organizational procedures and instructions on workplace health and safety • Ensure health and safety of self and others • Understand about risks, hazards, accidents and emergencies concerning life at workplace and their management and mitigation • Understand details of floor plan, emergency exit, alarm, signage and fire-fighting equipment at workplace • Maintain safety equipment • Report malfunctioning of equipment • Check and report about non-adherence of rules by workers and other stakeholders and give report • Identify and use safety and personal protection equipment • Understand and identify types and causes of fire • Understand, identify and operate fire-fighting equipment and participate in 	Male and female mannequins draped in security guard's uniform and accoutrements, personal protection gear. Communication equipment

		<p>training and drills</p> <ul style="list-style-type: none"> • Understand, identify and deal with medical emergencies occurring at workplace • Render first-aid at workplace • Participate in training and drills and evacuation of premises and casualties • Keep hazards away from workplace • Raise alarm and call for help from emergency service organisations 	
	<p>Total Duration:</p> <p>Theory Duration 77:00</p> <p>Practical Duration 83:00</p>	<p>Unique Equipment Required:</p> <p>Firearm, ammunition, security, safety, first aid, firefighting, communication equipments</p>	

Grand Course Duration: 160 Hours 0 Minutes

(This syllabus/ curriculum has been approved by Management & Entrepreneurship and Professional Skills Council)

Trainer Prerequisites for Job role: “Armed Security Guard” mapped to Qualification Pack: “MEP/Q7102” Version 1.0

Sr. No.	Area	Details
1	Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “MEP/Q0102 Version 1.0”.
2	Personal Attributes	A Physical Security Trainer should be free from socio-economic preferences and prejudice. He/ she should be safety conscious and proficient in handling and use security/ safety equipment and firearms. Besides being knowledgeable, he/ she should be energetic, motivating, innovative and good at communication. The trainer should be able to establish rapport with the trainees and employ innovative methods to impart instructions.
3	Minimum Educational Qualification	Class XII
4a	Domain Certification	Certified for Job Role “Armed Security Guard” mapped to the Qualification Pack “MEP/Q7102” issued by MEPSC
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/ Q0102” with scoring of minimum 70%.
5	Experience	As per the standards set by relevant SSC to practice in different industry sectors.

Annexure: Assessment Criteria

Assessment Criteria for Armed Security Guard	
Job Role	Armed Security Guard
Qualification Pack	MEP/Q 7102
Sector Skill Council	Management & Entrepreneurship and Professional Skills Council

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria.
6. To pass the Qualification Pack, every trainee should score a minimum of 50% in every NOS.
7. In case of successfully passing only certain number of NOSs, the trainee is eligible to take subsequent assessment for the balance NOSs to pass the Qualification Pack.

Compulsory NOS				Marks Allocation	
Total Marks: 500					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out of	Theory	Skills Practical
MEP/N7112 Armed security tasks in accordance with basic security practices	PC1.carry out assigned armed security tasks in line with procedures and instructions	35	5	3	2
	PC2.respond and report about risks and threats		4	2	2
	PC3.respond and report about hazards, disasters and emergencies to related organizations		4	2	2
	PC4.assist police and other organisations, if required		3	1	2
	PC5.recognise rank/ badge of rank in police and military		3	1	2
	PC6.handle licensed firearm responsibly		8	3	5
	PC7.identify various firearms in use in public and police		3	1	2
	PC8.identify improvised explosive devices		5	2	3
		Total	35	15	20
MEP/N7113 Observe safety norms while handling firearms	PC1.follow safety procedures with regard to firearms	55	3	1	2
	PC2.insist on colleagues and subordinates adhering to safety procedures.		4	1	3
	PC3.ensure security and safety of firearm in storage and during carriage		3	1	2
	PC4.handle misfires correctly		4	2	2
	PC5.maintain firearm before and after its use		4	2	2
	PC6.ensure documents related to firearm are complete and updated		4	2	2
	PC7.report inadequacies/ incidents to superior		4	3	1
	PC8.identify illegal/ defective/ modified firearm or ammunition		4	2	2
	PC9.receive requisite training before using a firearm		4	2	2
	PC10.follow safety procedures with regard to firearms		4	2	2

	PC11.avoid collateral damage while using a firearm		4	2	2
	PC12.use firearm effectively		4	1	3
	PC13.handle misfires correctly		4	2	2
	PC14.report inadequacies/ incidents to superior		5	2	3
		Total	55	25	30
MEP/N7114 Deal with security situations warranting use of licensed firearms	PC1.anticipate threat/ risks to life and property	55	4	2	2
	PC2.assess security situations warranting use of firearms		4	2	2
	PC3.inform superiors about developing security situation		4	2	2
	PC4.maintain a safe distance from the miscreants/ crowd/ mob		4	1	3
	PC5.identify individual(s) endangering life and property		4	2	2
	PC6.load firearm		4	2	2
	PC7.take suitable cover		4	2	2
	PC8.warn individuals/ miscreants endangering life and property		4	2	2
	PC9.take aim and fire as per laid down procedures		4	2	2
	PC10.avoid collateral damage		4	1	3
	PC11.maintain safety of self and others		4	1	3
	PC12.report to superiors		4	2	2
	PC13.record incident		4	2	2
	PC14.preserve evidence		3	2	1
		Total	55	25	30
MEP/N7115 Provide private armed guarding service to people, property and premises	PC1.familiarise with the area of your responsibility	40	2	0	2
	PC2.guard people, property and premises as per site instructions		3	1	2
	PC3.receive briefing for guard duty and patrolling		3	1	2
	PC4.patrol designated premises as per instructions		3	0	3
	PC5.use security equipment to carry out your task		2	0	2
	PC6.report and respond to security breaches		3	1	2
	PC7.maintain basic security registers		3	1	2
	PC8.carry out or support searches as per instructions		2	1	1

	PC9.caution and report risks & threats during the search		2	1	1
	PC10.liaise with other search parties in the premises		2	1	1
	PC11 detain suspect(s) during the search and report to superior		4	1	3
	PC12.use firearm, if situation so warrants		2	0	2
	PC13.prevent tampering of evidence and report		2	0	2
	PC14.maintain personal safety		2	0	2
	PC15.maintain effective communication during search		3	1	2
	PC16.report incident details to superiors		2	1	1
		Total	40	10	30
MEP/N7116 Support guarding duties with licensed firearms	PC1.ensure safety precautions and safe handling of weapon in line with safety instructions and organization's procedures	45	2	1	1
	PC2.ensure safe storage of weapon, ammunition, accessories and spares in line with relevant regulations and organization's procedures		2	1	1
	PC3.test weapon to assess its proper functioning in line with safety instructions/ requirements		2	1	1
	PC4.report faults and get weapon repaired from an authorized artificer		2	1	1
	PC5.operate weapon in accordance with legislation / established procedures		2	1	1
	PC6.maintain weapon after use		2	1	1
	PC7.maintain license and records pertaining to weapon, ammunition, spares and repairs in line with relevant regulations		2	1	1
	PC8.receive instructions with regards to deployment and responsibility		2	1	1
	PC9.co-ordinate with security sub-unit deployed in the area of responsibility		2	1	1
	PC10.identify IFF (identification, friend or foe) protocol practiced in the premises/ property		2	1	1
	PC11.support guarding duties in various deployments		2	0	2
	PC12.observe development of an untoward situation		2	1	1
	PC13.respond early to a security incident		3	1	2

	PC14.challenge miscreants to deter and defend		2	1	1
	PC15.report to designated superior, if possible, before using firearms		2	1	1
	PC16.use firearm as a 'last resort' in case security situation so warrants		2	1	1
	PC17.ensure personal safety and security of weapon		2	1	1
	PC18.avoid collateral damage		2	0	2
	PC19.render first aid to the injured and arrange their evacuation		2	1	1
	PC20.secure scene of incident		2	1	1
	PC21.cooperate in investigation		2	1	1
	PC22.report sequence of incident to designated superior		2	1	1
		Total	45	20	25
MEP/N7117 Carry out routine armed guarding duties	PC1.use appropriate weapon & ammunition, personal safety gear and other equipment/ aids, as per organizational procedure	35	2	0	2
	PC2.receive briefing from designated superior		2	1	1
	PC3.co-ordinate with other team members and armed guards, if assigned		2	1	1
	PC4.check vehicle for any suspicious indications		2	1	1
	PC5.instruct driver, principal(s) and team members on security and safety aspects		2	0	2
	PC6.maintain communication with designated superior		2	1	1
	PC7.maintain vigilance against possible threat/ risks		2	0	2
	PC8.report incident to concerned agencies and seek assistance		3	1	2
	PC9.respond by taking appropriate and approved action		2	1	1
	PC10.maintain security and safety of self and others		2	0	2
	PC11.avoid collateral damage to bystanders/ assets		2	1	1
	PC12.disengage from situation before it escalates beyond control		3	1	2
	PC13.report incidents and record relevant information		3	1	2
	PC14.maintain safety of the principal while responding to threat/ risks		2	0	2

	PC15.co-ordinate with the driver of the vehicle for necessary details		2	1	1
	PC16.follow organisational instructions on escorting of employees and guests		2	0	2
		Total	35	10	25
MEP/N7118 Support cash and valuables-in-transit operations	PC1.assume responsibility of safety and security of crew, cash/ valuables and vehicle during CIT operations	55	2	1	1
	PC2.receive instructions from superior		2	1	1
	PC3.liaise with other armed guard, if any		2	1	1
	PC4.draw the gun		2	0	2
	PC5.load the gun and make the weapon safe		2	0	2
	PC6.check vehicle for any suspicious indications		2	1	1
	PC7.get the van parked nearest to the point of loading		1	0	1
	PC8.get cash/ valuable chest loaded and secured in the van		1	0	1
	PC9.ensure vehicle is properly secured		2	0	2
	PC10.instruct team members on security aspects		2	1	1
	PC11.occupy co-driver's seat and instruct guard to sit next to the chest		2	0	2
	PC12.observe route carefully while vehicle is on the move		2	1	1
	PC13.check if the vehicle is being tailed		1	0	1
	PC14.be alert on traffic halts		1	0	1
	PC15.scan the area for any unusual signs of risk before stopping at the halts/ ATM/ bank		2	2	0
	PC16.provide cover to van and team during transfer of cash/ valuables		2	1	1
	PC17.protect van and ATM replenishment party		2	1	1
	PC18.maintain security at the site and operation		2	1	1
	PC19.resume onward journey		1	0	1
	PC20.maintain security of vehicle and valuables/ consignment during transit		2	1	1
	PC21.not to permit stopping of vehicle at unscheduled halts		2	1	1
	PC22.maintain communication with the concerned agencies		2	1	1
	PC23.report incident to concerned agencies and seek assistance		2	1	1

	PC24.respond against threat/ risks appropriately		2	1	1
	PC25.maintain security and safety of self, others and consignment		2	1	1
	PC26.use weapon as last resort		2	0	2
	PC27.avoid collateral damage to bystanders/ consignment		2	1	1
	PC28.disengage from situation		2	0	2
	PC29.record relevant information		2	1	1
	PC30.abort delivery or collection process, if situation so warrants		2	1	1
		Total	55	20	35
MEP/N7119 Armed guarding duties in commercial deployments	PC1.carry out armed guarding duties as per organisation's procedures and instructions	25	4	2	2
	PC2.observe and respond to risks and threats		4	1	3
	PC3.use licenced firearms effectively		4	2	2
	PC4.communicate effectively with concerned stakeholders		4	1	3
	PC5.follow good behavioural standards		4	2	2
	PC6.maintain basic security registers as prescribed		2	1	1
	PC7.report incidents to superiors		3	1	2
		Total	25	10	15
MEP/N7120 Armed guarding duties in industrial deployments	PC1.carry out armed guarding duties as per organisation's procedures and instructions	25	4	2	2
	PC2.observe and respond to risks and threats		3	1	2
	PC3.use licenced firearms effectively		4	1	3
	PC4.communicate effectively with stakeholders		3	1	2
	PC5.follow good behavioural standards		3	1	2
	PC6.maintain basic security registers as prescribed		4	2	2
	PC7.report incidents to superiors		4	2	2
		Total	25	10	15
MEP/N7121 Project positive image of self and the organization	PC1.maintain good health, personal hygiene & sanitation	25	2	1	1
	PC2.comply with organisation's standards of grooming and personal behaviour		3	1	2
	PC3.stay free from intoxicants (alcohol, tobacco and drugs)		3	2	1
	PC4.wear organisation's uniform with name tab correctly and smartly		2	1	1

	PC5.wear, carry and use personal protection gear and equipment		2	1	1
	PC6.co-operate with team members		2	1	1
	PC7.observe organisation's "Behavioural Standards/ meet and greet procedure"		2	1	1
	PC8.observe confidentiality as per organisational procedure		3	1	2
	PC9.observe discipline and punctuality		1	0	1
	PC10.follow safety procedure while handling firearm		1	0	1
	PC11.carry out assigned tasks and duties diligently		2	1	1
	PC12.co-operate with team members		1	0	1
	PC13.support security duties by using licenced firearm		1	0	1
		Total	25	10	15
MEP/N7102 Conform to rudimentary legal requirements of Private Security Agencies (Regulation) Act - 2005 when undertaking security tasks	PC1.comply with basic legal provisions applicable role and tasks	30	5	2	3
	PC2.obtain clarity in case of lack of understanding		5	2	3
	PC3.take cognisance of offences and report to superiors/ police		7	4	3
	PC4.cooperate in investigations		7	4	3
	PC5.give evidence in court, if required by law		6	3	3
		Total	30	15	15
MEP/N7108 Health and safety	PC1.carry out safety of workplace in line with organisational procedures	75	4	2	2
	PC2.keep emergency and escape routes free from obstructions and report violation		4	1	3
	PC3.wear personal safety gear and clothing as per organisational procedure		4	1	3
	PC4.check violators of defined safety and security instructions and report violations		4	2	2
	PC5.report to superiors and emergency service organisations for assistance in the event of emergencies		4	2	2
	PC6.undertake physical exercises and activities (commensurate with age)		4	2	2
	PC7.maintain personal hygiene and good habits		5	2	3

PC8.refrain from alcohol, tobacco, drugs and other intoxicants		4	2	2
PC9.guard against sexually transmitted diseases and HIV		4	2	2
PC10.take precautions against common ailments		6	2	4
PC11.identify and report fire hazards		8	3	5
PC12.carry out fire-fighting in line with organisational training and procedures		4	2	2
PC13.report fire incidents to superiors and emergency service organisations		3	1	2
PC14.participate in evacuation of casualty and premises		8	3	5
PC15.render first-aid		6	2	4
PC16.use available basic first-aid equipment		3	1	2
	Total	75	30	45
	Grand Total	500	200	300