



**POLWEL Approved Assessment Organisation**  
**Progressive Wage Model – Assessment-Only Pathway (PWM–AOP)**  
**Security Risk Analysis (Assess and Address Security Risks)**

## **Assessment Readiness Self-Evaluation**

*(To be submitted with completed AOP Application Form)*

<b>Technical Skills &amp; Competence (TSC)</b>	Security Risk Analysis		
<b>TSC Code</b>	SEC-SRM-3002-1.1		
<b>TSC Level</b>	Level 3		
<b>Course Title</b>	Security Risk Analysis (Assess and Address Security Risks)		
<b>Name of Security Officer</b>			
<b>Total Score</b>	/ 18	<b>Percentage</b>	

## Terms and Conditions

1. I declare that the completion of this Self-Evaluation is my own effort and it is not the work of others. I understand that POLWEL AAO has every right to withdraw my application for PWM–AOP and forfeit the assessment fees paid if I am found to be untruthful in my declaration.
2. I declare that I have the relevant work experience as stipulated in the pre-requisites for PWM–AOP.
3. I understand the PWM-AOP is suitable for me if I have received previous formal or informal training relating to the competency requirements of this Competency Unit.
4. I understand that I need to be as realistic and honest as possible to evaluate if I am able to meet the assessment requirements of the Abilities and Knowledge of the TSC based on my existing skills and knowledge; failing which, it is likely to result in a 'Not Yet Competent' assessment outcome.
5. I understand that the successful completion of this Self-Evaluation will not lead to a Statement of Attainment (SOA) to be issued by SkillsFuture Singapore (SSG) for this TSC.

<b>Signature of Security Officer</b>	
<b>Name of Security Officer</b>	
<b>Date</b>	

## Assessment Method

The ways of assessing the Candidate will include practical performance through Role Play and posing of Oral Questions to address the relevant Abilities (A) and Knowledge (K) required of the TSC.

Abilities	Description
A1	Apply basic risk identification techniques
A2	Follow standard operating procedures (SOPs) to identify risks
A3	Study situations and relate to past experience for identification of risks
A4	Discuss situations with security teams to identify risks

Knowledge	Description
K1	Methods of risk analysis
K2	Types of tell-tale signs and symptoms
K3	Organisational procedures for security operations
K4	Signs of surveillance and intelligence-gathering being conducted, inappropriate demeanours and potential suicide bombers
K5	Types of suspicious activities, inappropriate attires, explosives and incendiary devices used by terrorists
K6	Identification of persons

Self-Evaluation Statement	Y (1)	N (0)
<p><b>[Role Play 1]</b></p> <p>Based on the scenario given to me, I am able to check with client on any change in security needs or security concerns.</p>		
<p>Based on the information provided by the client, I am able to demonstrate recording of the concerns raised and check on availability of the relevant information sources / documents for review.</p>		
<p>Based on the documents given, I am able to demonstrate reviewing of the SOPs to highlight inadequate or ambiguous information and the need to review the past incident reports to identify security weaknesses.</p>		
<p>After reviewing the documents, I am able to advise that a site assessment will need to be carried out to better understand the security requirements and explain that a work plan will be prepared to list down the activities to be done during the site assessment.</p>		
<b>Sub-total</b>	<b>/4</b>	

Self-Evaluation Statement	Y (1)	N (0)
<p><b>[Role Play 2]</b></p> <p>I am able to demonstrate the conduct of site assessment of the premises (guided with the use of the Building Site Plan, Security Equipment Inventory List and Site Assessment Checklist).</p>		
<b>Sub-total</b>	<b>/1</b>	

Self-Evaluation Statement	Y (1)	N (0)
<p><b>[Role Play 3]</b></p> <p>I am able to demonstrate the completion of the necessary documentation after the completion of site assessment and put up recommendations to address the security risks identified.</p>		
<b>Sub-total</b>	/1	

Self-Evaluation Statement	Y (1)	N (0)
<p><b>[Role Play 4]</b></p> <p>I am able to demonstrate the presentation of the findings and recommendations to the client (using the completed Site Assessment Checklist as a guide).</p>		
<b>Sub-total</b>	/1	

Self-Evaluation Statement	Y (1)	N (0)
<p><b>[Oral Question 1]</b></p> <p><b>I am able to give examples of contract terms for engagement of security services.</b></p>		
<p><b>[Oral Question 2]</b></p> <p><b>I know the purpose of carrying out a site assessment.</b></p>		
<p><b>[Oral Question 3]</b></p> <p><b>I am able to name the types of security surveys.</b></p>		
<p><b>[Oral Question 4]</b></p> <p><b>I know the qualities, skills or experience that I need to have to conduct a security risk survey.</b></p>		
<p><b>[Oral Question 5]</b></p> <p><b>I am able to list the benefits of conducting a security survey.</b></p>		
<p><b>[Oral Question 6]</b></p> <p><b>I know how to ensure confidentiality of the information gathered from the security assessment.</b></p>		
<p><b>[Oral Question 7]</b></p> <p><b>I am able to name the stages in security risk assessment.</b></p>		
<p><b>[Oral Question 8]</b></p> <p><b>I know how to organise the report to present the important information in the assessment report.</b></p>		
<p><b>[Oral Question 9]</b></p> <p><b>I know what I should do if management approves my report and direct me to implement the recommendations.</b></p>		
<p><b>[Oral Question 10]</b></p> <p><b>I know what I should do after the recommendations have been implemented.</b></p>		

<b>Self-Evaluation Statement</b>	<b>Y (1)</b>	<b>N (0)</b>
<b>[Oral Question 11]</b>  I know how to ensure that my officers have the required knowledge and competency to carry out their duties.		
<b>Sub-Total Score</b>	<b>/ 11</b>	

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