

Competency	Performance Criteria	Evidence Guide
<p>1. Understand the International Ship and Port Facility Security (ISPS) Code requirements.</p>	<p>1.1 General requirements of ISPS Code are understood and applied to maritime security processes and procedures.</p> <p>1.2 The relationship between the relevant International governing bodies and history of the creation of the ISPS Code is understood, including:</p> <ul style="list-style-type: none"> <li>... Development of ISPS Code by International Maritime Organization (IMO);</li> <li>... Contribution of the International Labour Organization (ILO) to the development of the ISPS Code; and</li> <li>... Cooperation between the IMO and ILO to the development of the ISPS Code.</li> </ul> <p>1.3 Explain the history of the International Convention for Safety of Life at Sea (SOLAS), and the relationship between SOLAS and the ISPS Code, including:</p> <ul style="list-style-type: none"> <li>... SOLAS Convention and relevant security chapters;</li> <li>... Introduction to the ISPS Code;</li> <li>... Relationship between ISPS Code and SOLAS; and</li> <li>... IMO initiatives with ISPS Code.</li> </ul> <p>1.4 Explain the application of the ISPS Code and methods in which the ISPS Code is to be implemented, including:</p> <ul style="list-style-type: none"> <li>... Responsibilities of contracting governments;</li> <li>... Declaration of Security (DoS);</li> <li>... Obligation of the company;</li> <li>... Overview of ship security assessments and plans requirements;</li> <li>... Overview of port facility security assessments and plans requirements; and</li> <li>... Compliance and records elements.</li> </ul>	<p>1.1 The key requirements of the ISPS Code are accurately described.</p> <p>1.2 The full relationship between the relevant International governing bodies and history of the creation of the ISPS Code is described, including:</p> <ul style="list-style-type: none"> <li>... Role of IMO;</li> <li>... Role of ILO; and</li> <li>... IMO and ILO cooperation.</li> </ul> <p>1.3 The history of the International Convention for Safety of Life at Sea (SOLAS), and the relationship between SOLAS and the ISPS Code is described, including:</p> <ul style="list-style-type: none"> <li>... Accurate description of relevant security chapters within SOLAS;</li> <li>... Key areas of the ISPS Code accurately identified;</li> <li>... Accurate description of the relationship between the ISPS Code and SOLAS; and</li> <li>... Identification of key IMO initiatives of the ISPS Code.</li> </ul> <p>1.4 The key requirements of the application of the ISPS Code and methods of implementation are described, including:</p> <ul style="list-style-type: none"> <li>... Key responsibilities of contracting governments are accurately described;</li> <li>... Details of the use of the DoS are described;</li> <li>... Key responsibilities of maritime companies/ship operations are accurately described;</li> <li>... Requirements for a ship's security plan are accurately described;</li> </ul>



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	<p>1.5 Explain the Maritime Security Levels (MARSEC) and the process of setting security levels, including:</p> <ul style="list-style-type: none"> <li>... Overview of MARSEC levels;</li> <li>... Requirements of the MARSEC levels; and</li> <li>... Setting security levels.</li> </ul> <p>1.6 Define the roles and responsibilities associated with Maritime Security, including:</p> <ul style="list-style-type: none"> <li>... Company Security Officer (CSO);</li> <li>... Ship Security Office (SSO); and</li> <li>... Port Facility Security Office (PFSO).</li> </ul>	<ul style="list-style-type: none"> <li>... Requirements for port facility security plan are accurately described; and</li> <li>... Elements of compliance and record management are accurately described.</li> </ul> <p>1.5 The MARSEC levels and process of setting security levels are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Requirements for MARSEC levels;</li> <li>... Requirements for MARSEC levels relating to ships and ports; and</li> <li>... Key responsibilities and processes in setting MARSEC levels.</li> </ul> <p>1.6 The roles and responsibilities of Maritime Security professionals are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Key responsibilities of the CSO;</li> <li>... Key responsibilities of the SSO; and</li> <li>... Key responsibilities of the PFSO.</li> </ul>

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<p>2. Understand the requirements of Maritime Security Planning.</p>	<p>2.1 The requirements of Maritime Security Planning are understood and applied to the maritime environment.</p> <p>2.2 The process of Risk Management is explained to include:            ... Overview of risk based approach to security;            ... Overview of the globally recognized risk management tools; and            ... Key requirements of the risk assessment process.</p> <p>2.3 The process of Threat Assessment and Security Assessment (TASA) process is understood to include:            ... Critical elements of a threat assessment;            ... Vulnerability and criticality assessment;            ... Maritime Security Appreciation Process; and            ... Maritime Intelligence/Information Sources.</p> <p>2.4 Implementation of Maritime Security Plans (MSP) is understood, including:            ... Purpose and Hierarchy of MSP;            ... MSP Contents;            ... MSP Record Maintenance and Confidentiality;            ... Approval Process;            ... Implementation and Communication; and            ... Monitoring and review of MSP.</p>	<p>2.1 The key requirements of Maritime Security Planning are accurately described.</p> <p>2.2 Risk Management process is accurately described, including:            ... Accurate description of risk based approach to maritime security;            ... Main components of risk management tools; and            ... Key requirements of risk management process.</p> <p>2.3 The main requirements of the TASA process is accurately described, including:            ... Accurate description of critical elements of a threat assessment;            ... Accurate description of the key requirements of a vulnerability and criticality assessment;            ... Accurate description of the key requirements of the maritime security appreciation process; and            ... Key elements of maritime information and intelligence are identified.</p> <p>2.4 MSP implementation process is accurately described, including:            ... Accurate description of the purpose and hierarchy of the MSP;            ... Key components of MSP contents are accurately described;</p>



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		<ul style="list-style-type: none"> <li>... Key elements of the MSP record maintenance and confidentiality are accurately described;</li> <li>... The main requirements for port and ship MSP's approvals are accurately described;</li> <li>... Requirements for MSP implementation and communication are accurately described; and</li> <li>... Key requirements for monitoring and review of MSPs are accurately described.</li> </ul>

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<p>3. Understand Maritime Security Considerations.</p>	<p>3.1 The Security Methodologies, including Defence in Depth and Crime Prevention Through Environmental Design (CPTED), that underpin Maritime Security Considerations are understood and applied to the maritime environment.</p> <p>3.2 The consideration and evaluation of Additional Security Resources that can be applied and utilized is understood and applied to the maritime environment.</p>	<p>3.1 The main requirements for Defence in Depth and CPTED are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Analyze;</li> <li>... Design; and</li> <li>... Objectives of the system based on:               <ul style="list-style-type: none"> <li>o Deter;</li> <li>o Detect;</li> <li>o Delay;</li> <li>o Response;</li> <li>o Delay</li> <li>o Response;</li> <li>o Recover; and</li> <li>o Re-assessment.</li> </ul> </li> </ul> <p>3.2 The key considerations for Additional Security Resources are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Use of Private Security; and</li> <li>... Government Assisted Security.</li> </ul>

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<p>4 Understand the Requirements of Maritime Security Operations.</p>	<p>4.1 The requirements of Maritime Security Operations are understood and applied to maritime environment, including:</p> <ul style="list-style-type: none"> <li>... The process of security actions to be conducted in the maritime environment</li> <li>... Overview of DoS</li> <li>... Security area and zone requirements; and</li> <li>... Organization and performance of security duties.</li> </ul> <p>4.2 Maritime Security Training process and competency understood, including:</p> <ul style="list-style-type: none"> <li>... Critical elements and purpose of Threat Assessment training;</li> <li>... Training requirements of ISPS; and</li> <li>... Training Needs Analysis (TNA).</li> </ul> <p>4.3 Details of the communication and reporting requirements to be implemented are understood, to include:</p> <ul style="list-style-type: none"> <li>... Governing body;</li> <li>... Communications;</li> <li>... Reporting;</li> <li>... Records;</li> <li>... Document control;</li> <li>... Access to security documents; and</li> <li>... Classifications.</li> </ul>	<p>4.1 The key requirements of Maritime Security Operations are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Accurate description of the process of security actions to be conducted in the maritime environment;</li> <li>... DoS accurately described;</li> <li>... Accurate description of the security area and zone requirements; and</li> <li>... Organization and performance of security duties accurately described.</li> </ul> <p>4.2 Key requirements of Maritime security training are accurately described, including:</p> <ul style="list-style-type: none"> <li>... Accurate description of Critical elements and purpose of Threat Assessment training;</li> <li>... Accurate description of training requirements of ISPS;</li> <li>... Details of the TNA accurately described;</li> <li>... Accurate description of the key requirements for documenting training; and</li> <li>... Key training responsibilities in relation to the ISPS accurately described.</li> </ul> <p>4.3 Communication and reporting requirements to be implemented are identified and described, including:</p> <ul style="list-style-type: none"> <li>... Governing body for major maritime security communications and reporting requirements;</li> <li>... Key communication requirements;</li> <li>... Key requirements of record maintenance and confidentiality;</li> </ul>



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		... Records management requirements; ... Key information on the control of maritime security documents; and ... Key information on the access control requirements for maritime security documents.

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<p>5 Understand the requirements for Assessments, Audits, Records and Reviews.</p>	<p>5.1 The requirements for security assessments by Ships and Ports are understood.</p> <p>5.2 The requirements of, and the processes for developing, a Ship Security Assessment (SSA) are understood</p> <p>5.3 The general requirements for the Application for Certification are understood.</p> <p>5.4 The general requirements for the submission of documentation for certification are understood.</p> <p>5.5 The aim and types of audits for certification are understood.</p> <p>5.6 The processes and requirements associated with the issuing of the International Ship Security Certificate (ISSC) are understood.</p> <p>5.7 The responsibilities of Contracting Governments associated with Port Facility Security Assessments are understood.</p> <p>5.8 Company responsibilities associated with maintaining a Ship Security Plan (SSP) are understood.</p> <p>5.9 Company responsibilities associated with the maintaining records of security activities are understood.</p> <p>5.10 Practical considerations when conducting ISPS Code audits and assessments are understood.</p>	<p>5.1 The key requirements for security assessments by Ships and Ports are accurately described.</p> <p>5.2 The requirements of, and the processes for developing a Ship Security Assessment are accurately described including:</p> <ul style="list-style-type: none"> <li>... Conducting a SSA;</li> <li>... Fleet Wide SSAs;</li> <li>... Threat Assessments;</li> <li>... On-scene Security Survey.</li> <li>... SSA Report; and</li> <li>... Ship Security Plan.</li> </ul> <p>5.3 The requirements for the Application for Certification are accurately described.</p> <p>5.4 The requirements for the submission of documentation for certification are explained.</p> <p>5.5 The aim and types of audits for certification are described, including:</p> <ul style="list-style-type: none"> <li>... Initial Audit;</li> <li>... Additional Audit;</li> <li>... Intermediate Audit;</li> <li>... Renewal Audit; and</li> <li>... Non-conformity and observations.</li> </ul> <p>5.6 The process and requirements of the ISSC are described, including:</p> <ul style="list-style-type: none"> <li>... Issuing of the ISSC;</li> <li>... Issuing of an Interim ISSC;</li> <li>... ISSC Renewal; and</li> </ul>



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		<p>... Withdrawal of ISSC.</p> <p>5.7 The responsibilities of Contracting Governments associated with Port Facility Security Assessments are explained.</p> <p>5.8 Company responsibilities associated with maintaining a SSP are explained.</p> <p>5.9 Company responsibilities associated with maintaining records of security activities are explained.</p> <p>5.10 The practical considerations when conducting ISPS Code audits and assessments are explained, including</p> <ul style="list-style-type: none"> <li>... Port Entry;</li> <li>... Non-compliance;</li> <li>... Dangerous Goods;</li> <li>... Due-diligence;</li> <li>... Delay;</li> <li>... Corporate Veil;</li> <li>... Arrived Ship;</li> <li>... Unsafe Port; and</li> <li>... Force Majeure.</li> </ul>
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