

SFS SYS 7 (SQA Unit Code - H4GL 04)

Audit electronic security systems



Overview

This NOS sets out the skills, knowledge and understanding for you to carry out audits of electronic security systems to confirm system compliance with operational requirements and legislation, regulations and codes of practice and produce audit reports.

This NOS covers the following activities:

1. Carry out technical audits of electronic security systems
2. Produce audit reports

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Performance criteria

Carry out technical audits of electronic security systems

- You must be able to:*
- P1 safely identify the presence of electrical supply, into and inside, electronic security systems equipment
 - P2 identify the means for safe isolation of electrical supply systems
 - P3 carry out sufficient checks to determine whether systems comply with the specification
 - P4 carry out sufficient tests to determine whether systems meet the operational requirements
 - P5 inspect systems to determine whether they comply with relevant current laws, regulations, standards and codes of practice
 - P6 carry out all systems audit checks, tests and inspections in line with approved procedures
 - P7 record the results of your audit accurately and fully, including details of variances that affect system performance

Produce audit reports

- You must be able to:*
- P8 produce technical audit reports in the required formats
 - P9 report all relevant findings of audits
 - P10 give accurate and full details of audits, including corrective action to the relevant person, using approved documents and within required timescales
 - P11 determine what corrective action should be taken to bring non-compliant systems in to compliance
 - P12 maintain the confidentiality of information, sites and systems in line with relevant codes of practice

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Knowledge and understanding

You need to know and understand:

Legal and Organisational requirements

- K1 current relevant legislation, regulation, standards, codes of practice and guidelines relating to the system being audited, and how to relate them to technical audits
- K2 current relevant legislation, regulation, standards, codes of practice and guidelines relating to carrying out technical audits of systems

Carry out technical audits of electronic security systems

You need to know and understand:

- K3 how to relate technical audits to the specification and their operational requirements
- K4 how to report technical audits of systems, using approved procedures
- K5 what types of corrective action can be taken to deal with non-compliances and how to report this

Produce audit reports

You need to know and understand:

- K6 why it is important to record accurate details of technical audits
- K7 what documents you need and what information you must record in them
- K8 why you need to identify the presence of electrical supply and how it can be isolated safely
- K9 how to communicate and work with other people

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Glossary

In these National Occupational Standards;

electrical supply systems: supply to the system components, such as primary and secondary supplies

sites: premises of installations. For example (but not exhaustive) commercial; industrial; retail; domestic; governmental

specification: the specific detail containing design, installation, commissioning or maintenance requirements

systems: a set of components working together as an interconnecting network. For example (but not exhaustive) new installations; extensions; modifications

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