

## 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.

Electronic security systems is a generic term that includes: intruder, fire, cctv, access, remote monitoring systems and other types of protective installations. It also encompasses the integration of existing and new systems.

These standards are aimed at people who work with electronic security systems, this includes roles such as: surveyor, technical sales, system designer, installer, maintenance engineer, service engineer, commissioning engineer.

This NOS covers the following activities:

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

## Performance criteria

*You must be able to:*

### **Carry out technical audits of electronic security systems**

- P1 safely identify the presence of electrical supply, into and inside, electronic security systems equipment
- P2 isolate incoming supply to electronic security systems in a safe manner that complies with the current regulatory requirements and industry best practice
- 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**

- 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

## 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**

K3 how to relate technical audits to the specification and their operational requirements, including systems integration

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**

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

K10 the technical knowledge or experience required to safely isolate an electrical supply including:

- (a) adequate knowledge of electricity;
- (b) adequate experience of the electrical work being carried out;
- (c) adequate understanding of the system to be worked on and practical experience of that class of system;
- (d) understanding of the hazards which may arise during the work and the precautions which need to be taken;

(e) the ability to recognise at all times whether it is safe for work to continue.

**Scope/range**

Competency must be demonstrated in two of the seven areas including at least one of the core areas:

**Core areas**

- Intruder
- Fire Alarm
- CCTV
- Access Control

**Other areas**

- Nurse Call
- EAS Systems
- Cloud Based System

## Glossary

In these National Occupational Standards;

**Electronic security systems:** a generic term that includes: intruder, fire, cctv, access, remote monitoring systems and other types of protective installations. It also encompasses the integration of existing and new systems.

**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

**electronic security systems:** a generic term that includes intruder, fire, cctv and other types of protective installations

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

## Audit electronic security systems

---

**Developed by** Skills for Security

---

**Version Number** 2

---

**Date Approved** October 2018

---

**Indicative Review Date** October 2023

---

**Validity** Current

---

**Status** Original

---

**Originating Organisation** Skills for Security

---

**Original URN** SFS SYS 7

---

**Relevant Occupations** Elementary Occupations; Elementary Sales Occupations

---

**Suite** Electronic Security Systems

---

**Keywords** audit; electronic; security; systems; report; technical; non-compliance; details; confidentiality; supply; isolate; transmission

---