

# Armed Security

Training and Accreditation Framework



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## Q&A Topics

- Units of Competency
- Approved Targets
- Annual Training
- Requirements for Approval

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## Units of Competency

When are CPPSEC3114, CPPSEC3115 & CPPSEC3116 required?

CPPSEC 3115 and/or CPPSEC3116 must be completed prior to completing the Firearms Safety **Test** and applying for a provisional category H licence. (See Section 1.2 Firearms Training Course and 2.1 Application Requirements contained in Framework)

CPPSEC3114 must be completed within a maximum of 3 months from when the applicant is issued with a provisional licence. (See Section 1.2 Firearms Training Course and 3.1 Application Requirements contained in Framework).

A Statement of Attainment issued for CPPSEC3114 issued prior to an application for a provisional licence will also be accepted.

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## Units of Competency

When are CPPSEC3114, CPPSEC3115 & CPPSEC3116 required?

If an individual already holds a full category H licence (non-provisional) they will ordinarily have already completed these UoCs.

An existing licence holder will not need to supply these UoCs with their application unless they have allowed their licence to lapse – therefore, they will be applying for a new licence, as opposed to a reapplication. (See Section 3.1 Application Requirements contained in Framework)

What is the Firearms Safety Test

This is the more in-depth knowledge and competency assessment required for a provisional licence application, once a student has completed CPPSEC3115 and/or CPPSEC3116. (See Section 1.1 Firearms Safety Test and 2.1 Application Requirements contained in Framework)

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## Approved Target

In relation to the Targets is this something for the instructor or is the unique approval ID provided to each individual business?

A security business seeking to employ provisional guards must submit a target for approval or utilise the version approved by the Registry. The employer's target *should* be used for all provisional guards.

Once a security guard is fully licensed (non-provisional) they must complete their annual accreditation (Firearms Safety Training Course) using an approved target. This target may be the approved target of an employer, or an instructor.

What is the Instrument of Approval?

“**instrument of approval** means the document issued by the Firearms Registry evidencing the approval of a form, activity, authority, person, or business as stipulated by the Firearms Act 1996 or associated regulations.” (See Glossary of Terms)

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## Approved Target

What are the requirements for the targets after the instructor has completed the shoot?

The results of each practical assessment are required to be recorded in the scoring sheet. There is a table contained in the assessment for this purpose. Instructors/Employers are not required to retain used targets.

Firearms Safety Test – Page 13

Firearms Safety Training Course – Page 5

Why do I need to affix a number on every target?

Ensures the target being used is one that has been approved and therefore complies with the requirements under the Training and Accreditation Framework.

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## Annual Training Requirements (Accreditation)

What are the annual accreditation requirements?

The annual accreditation requirement is the **Firearms Safety Training Course**. You will find this in section 1.3 of the framework:

“At least once every 12 months, an armed security guard must complete a firearms safety training course”

Does the Employer or Instructor need to send the completed tests to the Registry?

A security company or instructor must only notify the Registry if an employee does **not** successfully meet the performance criteria required to pass the firearms safety training course (see Licence Conditions for Approval).

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## Annual Training Requirements (Accreditation)

### Who is responsible for submitting completed tests to the Firearms Registry?

The licence holder must supply with their reapplication evidence of their annual training being completed. If using the Firearms Registry Template this is pages 5-6 of the Firearms Safety Training Course. (See 3.1 Application requirements contained in Framework)

“To renew an existing category H (business/employment) licence in NSW, the applicant must supply a certificate of completion for each annual firearms safety training course undertaken during the term of their licence.”

### Does an Employer or Instructor need to retain completed assessments?

Employers and Instructors must retain a record of assessments materials and complete assessment tasks. It is a condition of approval (9) these records are retained for a minimum of three years. (See 5.1 Licence Conditions for Approval contained in Framework)

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## Approval Requirements

Does an employer need to submit a Firearms Safety Test or Firearms Safety Training Course for approval?

If an employer wishes to employ provisional guards (or employ a guard who is not currently licensed but has been previously or interstate), the employer must be an approved employer. (See Approved Employer Form on website).

An employer or Instructor can submit their own assessment documents for approval or utilise the approved Firearms Registry format/s.

It is only necessary for an employer / instructor to submit their own assessment documents if they wish to:

- include employer information / identification
- expand on the assessment criteria required by the Registry.

All assessments must meet the assessment requirements as they appear in the approved Firearms Registry format/s.

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# Thank you

D/2024/1284767 V1.0 Nov 2024

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