

PROVIDING SECURITY SERVICES (RECEPTION SECURITY) Level 2

NVQ code: **Q5000102**

Please refer to the Edexcel NVQ Portfolio - Accreditation Listing on the Edexcel website for the current accreditation expiry date for these NVQ units

Type of unit	Unit Code	Unit Title
Mandatory	U5000959	Minimise and respond to health and safety risks in your workplace
Mandatory	U5000970	Communicate effectively in the workplace
Mandatory	U1053838	Give customers a positive impression of yourself and your organisation
Mandatory	U5000972	Control security incidents
Mandatory	U5000973	Produce documents manually
Optional	U5000975	Control entry to and exit from premises
Optional	U5000976	Carry out searches of people and their property for unauthorised items
Optional	U5000963	Monitor areas using CCTV systems
Additional	U5000974	Maintain the security of property and premises through observation
Additional	U5000977	Provide security at licensed venues
Additional	U5000960	Carry out searches of vehicles for unauthorised items
Additional	U5000961	Arrest people suspected of committing an offence
Additional	U5000962	Deal with disorderly and aggressive behaviour
Additional	U5000964	Maintain cctv video tape libraries and preserve potential evidence
Additional	U5000965	Maintain the operational performance of cctv systems
Additional	U5000966	Provide covert security in retail environments
Additional	U5000967	Detect loss and theft in retail environments
Additional	U5000968	Control a guard dog under operational conditions
Additional	U5000969	Prevent unauthorised items passing through passenger ports
Additional	U5000971	Present evidence in court and at other hearings
Additional	U1052493	Produce documents using word processing software

Minimum units required:

All 5 Mandatory Units and 3 Optional Units are required for successful completion of this NVQ. Candidates may undertake further Additional Units at their discretion.