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| Title: | **Protecting the enterprise** |
| Level: | **3** |
| Credit value: | **1** |
| Unit guided learning hours | **3** |
| Learning outcomes (the learner will) | Assessment criteria (the learner can) |
| 1 Be able to ensure security and protection for the enterprise | 1.11.21.3 | Carry out a risk assessment for the enterprise Identify the security and protection needs of the enterprise Evaluate ways of ensuring security and protection for the enterprise  |
| **Additional information about the unit** |  |
| Unit purpose and aim(s) | To be able to ensure security and protection for the enterprise. |
| Details of the relationship between the unit and relevant national occupational standards or professional standards or curricula (if appropriate) | Links to SFEDI 2010 NOS: BD4, LG2 |
| Assessment requirements or guidance specified by a sector or regulatory body (if appropriate) |  |
| Support for the unit from a sector skills council or other appropriate body (if required) | Council for Administration (CfA) |
| Equivalencies agreed for the unit (if required) | E3.15 - Protecting the Business |
| Location of the unit within the subject/sector classification system | 15.3 - Business Management |
| **Additional Guidance about the Unit** |
| **Indicative Content:** |
| 1 | * Need for security and protection for the enterprise – including physical assets, people, cash, information and intellectual property
* Risk assessment where appropriate to the enterprise
* Means of providing security and protection
* Insurance – including legal and personal requirements relevant to the enterprise
* The importance of safeguarding continuity of operation, including cover for sickness, holidays, or other absences; materials shortages, equipment breakdown, as relevant to the enterprise
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