

# Course Objectives

## Basic Security Training (BST) Program

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| <b>Prerequisite:</b>     | 19yrs +, English Fluency Canadian Language Benchmark Level 5   |
| <b>Duration:</b>         | 40 hours mandatory training required for security licence  |
| <b>Instructor:</b>       | Certified BST Instructor (Accredited by Justice Institute of British Columbia)   |
| <b>Completion:</b>       | 100% attendance, 70% min. passing grade on online exam (75 m/c)  |
| <b>Certification:</b>    | No longer provided. Unofficial Transcript upon successful completion of exam   |
| <b>Accredited by:</b>    | The Justice Institute of BC (JIBC) #0113   |
| <b>Re-Certification:</b> | Not required   |
| <b>Delivery:</b>         | Classroom  |
| <b>Exam:</b>             | \$63 Exams at JIBC in New West with a Laptop (75 multiple choice questions, 70% to pass)   |
| <b>Licensing:</b>        | BST certification is mandatory for security worker licensing in BC. Submit Fingerprints \$85. Licensing 1-year \$120, 2-year \$180 and 3-year \$240. |

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| <p>Module 1<br/>Introduction to Security</p> | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>Follow the process to become a licensed security guard in the province of BC.</li> <li>Know the rules regarding equipment and uniforms under the <i>Security Services Regulation</i>.</li> <li>Follow the behaviors listed in the <i>Code of Conduct</i> under the <i>Service Services Regulation</i>.</li> <li>Describe ethical challenges for security workers.</li> <li>Discuss how security workers use the principles of equity, diversity, and inclusion to guide their interactions with people.</li> <li>Discuss the unique rights of Indigenous Peoples.</li> <li>Explain the process for complaints from the public.</li> </ul>   |
| <p>Module 2 The Canadian Legal System</p>    | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>Explain the difference between public (police) and private security (security guard).</li> <li>Discuss Canadian human rights, and how sometimes competing rights may conflict.</li> <li>Explain your duty to accommodate a guide dog or service dog on the property.</li> <li>Discuss the purpose of provincial and federal laws relevant to security personnel.</li> <li>Name the three types of offences in Canada and give examples of each.</li> <li>Explain your legal authority to restrict access, protect property, and to arrest people.</li> <li>Explain the legal consequences for use of unnecessary force and give examples of how courts might interpret a security worker's actions or inactions.</li> </ul> |

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| <p>Module 3<br/>Basic Security Procedures</p>     | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>• Describe basic security procedures, including patrol procedures, observational skills, access control, and shift related responsibilities.</li> <li>• Identify potential hazards at security sites and venues.</li> <li>• Explain the four basic steps for risk assessment, including safety applying force, when conducting an incident response.</li> </ul>   |
| <p>Module 4<br/>Communication Skills</p>          | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>• Describe effective verbal and non-verbal communication strategies for security guards.</li> <li>• Identify strategies for effective verbal and non-verbal communication in situations where there are communication barriers.</li> <li>• Explain the importance of your appearance, attitude, and methods of communication which are free from bias, discrimination, or harassment.</li> <li>• Explain communication best practices when working with a partner.</li> </ul> |
| <p>Module 5<br/>Documentation Skills</p>          | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>• Explain the purposes of note taking and reporting by security workers.</li> <li>• Describe the different types of reports.</li> <li>• Describe the legal implications of on-the-job reports.</li> <li>• Describe the appropriate content of reports.</li> </ul>   |
| <p>Module 6<br/>Emergency Response Procedures</p> | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>• Identify the different types of potential emergencies.</li> <li>• Describe the elements of emergency response procedures.</li> <li>• Explain the roles of a security guard in emergency situations.</li> </ul>  |
| <p>Module 7<br/>Health and Safety</p>             | <p><i>By the end of this segment, you will be able to...</i></p> <ul style="list-style-type: none"> <li>• List your rights and responsibilities for workplace health and safety.</li> <li>• Discuss strategies for dealing with the effects of shift work.</li> </ul>   |