

<b>COURSE TITLE</b>	<b>PRIVATE GUARD</b>
<b>COURSE AIM</b>	To provide the licensing, regulation and control of persons operating, engaged or employed in private guard services to provide for matters connected therewith or ancillary thereto.
<b>COURSE CONTENTS</b>	<ol style="list-style-type: none"> <li>1. Introduction</li> <li>2. Personal and interpersonal skills</li> <li>3. Effective communication</li> <li>4. Data collection, maintenance of records and report writing</li> <li>5. Dealing with the Police and other authorities</li> <li>6. Search and arrest</li> <li>7. Crime prevention</li> <li>8. Maintaining the security of premises and property</li> <li>9. Dealing with emergencies</li> </ol>
<b>DURATION</b>	40 hours
<b>SCHEDULE</b>	Four or five times a week, afternoons or evenings.
<b>VENUE</b>	At the ETC Training Complex in Hal Far.
<b>ELIGIBILITY</b>	Over 18 years of age, literate and numerate. A clean police conduct must be presented prior to commencing the course.
<b>FEE</b>	Nil
<b>CERTIFICATION</b>	A Certificate of Achievement will be issued to participants who successfully pass the set examination.

