**# TO HELP KEEP THE STORE SECURE :**

**# Recognise When Security Risks are beyond His or Her Authority and Responsibility to Sort out and Report these risks promptly to the right Person..—**

This standard is about helping to protect people, property and premises by identifying and reporting security risks.

Security risks are situations where people, property or premises are at risk of theft, damage or abuse in the retail organisation.

This standard is for all staff who do not have authority to handle security risks.

When the RSA have completed this standard ,He or She will be able to demonstrate their understanding of and ability to:

• **Identify and report security risks in a retail organisation.**

**\*Performance criteria -**

RSA must be able to:

1) Notice and correctly identify security risks such as shoplifting, theft by staff, aggressive customers or staff, vandalism and terrorist activity

2) Follow the Retail organisation's procedures for reporting security risks.

3) Report security risks to the correct people promptly and accurately follow the Retail organisation's procedures for preventing security risks during work activities.

5) Notice when stock may have been stolen and tell the correct person about it.

* **Knowledge and understanding --**

A Retail Sales Associate need to know and understand:

1) Why workplace security matters what can happen, to a Retailer and to the Retail organisation, if the workplace

is not kept secure ,the Retailers responsibility for helping to keep the workplace secure by noticing and reporting security risks.

2) The types of security risks to be alert for, including: shoplifting, theft by staff, aggressive customers or staff, vandalism and terrorist activity.

3) How to identify security risks -

the situations that can make other staff and Retailer less alert for security risks, and how to deal with those situations.

4) Why security risks must be reported promptly and accurately.

5) Who to report security risks to and how to communicate these risks.

6) The reasons to not take on more responsibility than a RSA is authorised to –

\***When faced with security risks, including: personal safety, relevant legal considerations and the Retail organisation's policy and procedures.**

\***Security risks** – Situations where people, property or premises are at risk of theft, damage or abuse.

\*After regognise security risks are beyond the RSA , He/She should report these Risks promptly to the Right Person –

**\*Who is Called CISO —-**

CISO: Security is the primary concern of the Chief Information Security Officer, the CISO. It is their responsibility to sort out the risk of the Retail organisation And set the organization's security strategy, establish the policies that will uphold the strategy, and ensure that response plans are in place and tested.

\***What action can a Retailer take to minimise Security Risk in the Retail Store ?**

**1)** **Install Physical Security** **Systems** -

The Role of Security Systems in Retail Stores By installing surveillance cameras, alarm systems, and “Electronic Article Surveillance (EAS) Systems” , a Retailer can actively monitor the premises, detect suspicious activities, and respond swiftly to any incidents.

**2) Secure the Perimeter** –

This includes fencing and gates, as well as Security barriers that can help to keep criminals out of the Retail Store. Physical Security personnel, such as Security Guards and loss prevention officers, can also play an important role in securing the Retail Store.

3**) Implement a Firewall and Network Security –**

Protecting Payment Information.Retail Stores that take credit cards will need to use what is known as a PCI-compliant firewall to ensure that the credit or debit card information remains within the system and is encrypted enough that it cannot be captured by an unauthorized individual.

**4)** **Conduct Background checks of the Employees** –

One of the primary benefits of Employee background verification is that it helps organizations mitigate the risks of fraudulent activities, theft, and other criminal activities. By conducting a thorough background check, businesses can ensure that they are hiring trustworthy Employee with clean records.

**5) Implement regular Inventory checks -**

Check each delivery against the Purchase Order (PO) to verify the contents match the Order. Count cartons and pallets, confirming Product type and numbers and noting mistakes, damage or shortfalls. Follow up with vendors on any issues. Then, enter the new Products into inventory counts and Store the goods.