

**MAURITIUS PORTS AUTHORITY**  
**TERMS OF REFERENCE FOR SECURITY COORDINATOR (ON CONTRACT)**

1	To provide assistance to the Manager, Port Security
2	To assist in the efficient delivery of duties of the personnel of the Port Security Unit
3	To assist the Manager, Port Security for the efficient running and management of the Port security Unit
4	To assist the Manager, Port Security in the implementation of the Port Facility Security Plan
5	To report forthwith to the Manager, Port Security and the police any irregularity identified or suspected to occur in the Port area
6	To attend meetings in respect of security issues and report accordingly
7	To examine/ approve applications for access passes
8	To supervise/ coordinate security duties on Terminals
9	To supervise the screening of passengers, luggage, cargo and ship stores whenever required
10	To supervise the screening of persons/ vehicles providing service to a vessel as well as objects taken on board the vessel in connection with that service
11	To supervise the operations of the control rooms in relation to the Security and CCTV systems of the Authority
12	To initiate measures in cases of any incident/emergency(natural or manmade)
13	To collect intelligence information as may be instructed
14	To liaise with port stakeholders/Government Agencies for provision of smooth running of Port Security Unit
15	To investigate and report on any accident, theft, pilferage and other unusual occurrences
16	To coach, guide and train all staff
17	To play an active role in promoting safety and security at the MPA
18	To conduct such other related duties as assigned