COURSE INFORMATION

Access Control and Biometric Security

Verify identity. Manage access. Protect facilities.

Course Overview

The **Access Control and Biometric Security** course equips participants with the knowledge and practical skills to understand, operate and manage electronic access control and biometric identification systems. The programme explores how organisations regulate entry, verify identity, protect restricted areas and prevent unauthorised access to facilities and valuable assets.

Participants learn about smart cards, biometric authentication, visitor management, credential administration, access monitoring, integrated security systems, incident reporting and privacy. The programme builds the professional competence needed to supervise access control activities responsibly and effectively.

Who Should Enrol?

Retired and transitioning military, police and security personnel; corporate and private security officers; facility managers; access control administrators; control room operators; electronic security specialists; and professionals managing physical access to facilities.

COURSE PURPOSE

To build the professional understanding needed to operate electronic access systems, manage identity credentials, supervise restricted-area security and safeguard access records.

Course Outline

Ten modules covering physical access, biometrics, monitoring, privacy and emerging technology.

01	**Access Control Fundamentals** • Purpose and principles of physical access control • Electronic access system components • Operator and administrator responsibilities
02	**Electronic Access Technologies** • Smart cards, proximity readers and keypads • Door controllers, electronic locks and mobile access • Entry-point monitoring and operating procedures
03	**Biometric Identification** • Fingerprint, facial and iris recognition • Enrolment, verification and authentication • System accuracy, limitations and risk controls
04	**Visitor Access Management** • Visitor registration and identification • Temporary badges, escorts and access approval • Visitor access logs and documentation
05	**Restricted Area Protection** • Security zones and access authorisation • Employee, contractor and third-party access • Preventing tailgating and credential misuse
06	**Credential Administration** • Issue, activation and revocation of credentials • Roles, permissions and access schedules • Access reviews and audit trails
07	**Monitoring and Incident Reporting** • Access event logs, alerts and anomalies • Response to unauthorised entry attempts • Incident documentation and escalation
08	**System Integration and Maintenance** • CCTV and intrusion alarm integration • Basic checks and common system faults • Coordinating maintenance and system support
09	**Privacy and Data Protection** • Secure handling of biometric information • Confidentiality and legal responsibilities • Cybersecurity awareness and ethics
10	**Planning and Emerging Technologies** • Access control needs assessment • Cloud and mobile credentials • Trends in biometric and integrated security

Key Focus Areas

Core competencies in secure access management and identity verification.

Electronic Access Control	Smart cards, access readers and electronic locks.
Biometric Security	Fingerprint, facial and other identity technologies.
Visitor Management	Visitor identification, badges and access records.
Restricted Area Protection	Security zones and authorisation procedures.
Credential Management	Issuance, permissions, reviews and revocation.
System Monitoring	Access events, alarms and unusual activities.
Incident Reporting	Access breaches, escalation and documentation.
Privacy and Data Protection	Responsible handling of biometric and access data.

Expected Learning Outcomes

- Explain core access control and biometric security technologies.
- Manage visitor access, credentials and restricted-area permissions.
- Monitor access events and report violations professionally.
- Understand integration, basic maintenance and reliability.
- Apply privacy, ethical and cybersecurity awareness principles.

Take the Next Step

Develop practical access management and biometric security knowledge to support your career progression. Contact **VOW Nigeria** for course duration, training format, eligibility, fees and upcoming enrolment opportunities.

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Enquiries and enrolment should be made through VOW Nigeria’s official registration channels.