



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PUADEFIN007A Supervise intelligence operations**

**Revision Number: 1**

## **PUADEFIN007A Supervise intelligence operations**

### **Modification History**

Not applicable.

### **Unit Descriptor**

#### **Unit Descriptor**

This unit covers the competency required to command, lead and manage intelligence personnel.

### **Application of the Unit**

#### **Application of the Unit**

This unit would typically apply to an intelligence supervisor working across the spectrum of strategic, operational and tactical environments; supervision covers a variety of intelligence operations as described in the Range Statement.

This unit also includes the skills and knowledge required to lead and manage in an operational environment. It therefore requires individuals to be incisive in a fluid and demanding environment, to act independently and to lead by example.

Command is the authority a commander in an intelligence service lawfully exercises over subordinates by virtue of rank or assignment.

### **Licensing/Regulatory Information**

Not applicable.

### **Pre-Requisites**

Not applicable.

## Employability Skills Information

<b>Employability Skills</b>	This unit contains employability skills.
<b>Pre-requisite Unit/s</b>	Nil

## Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

#### 1. Plan and prepare for intelligence operations

- 1.1 Competence of subordinates to undertake *intelligence operations* is confirmed and maintained in accordance with *standard procedures*
- 1.2 *Personnel administration* is maintained in accordance with standard procedures
- 1.3 Orders are received and clarified as necessary to determine commander's intent
- 1.4 *Constraints* relevant to task are determined and managed in accordance with standard procedures
- 1.5 Appropriate resources for task are assembled and shortfalls that limit capability are reported to chain of command
- 1.6 Planning decisions to solve operational problems are made based on a *logical process*
- 1.7 *Battle procedure* is conducted in accordance with standard procedures
- 1.8 Occupational health and safety (OH&S) requirements and safety precautions are applied throughout the process
- 1.9 *Legal requirements* for activities are identified and applied during the process

#### 2. Conduct intelligence operations

- 2.1 Orders and briefs are prepared and delivered in accordance with standard procedures
- 2.2 Subordinates are directed and supervised in accordance with standard procedures
- 2.3 Liaison is conducted in accordance with operational requirements and standard procedures
- 2.4 Support from *outside agencies* is organised and directed
- 2.5 Technical advice is provided to supervisors and subordinates regarding the conduct of intelligence operations

**ELEMENT****PERFORMANCE CRITERIA****3. Finalise intelligence operations**

- 3.1 Debriefs are conducted in accordance with standard procedures
- 3.2 Post activity analysis is conducted and subsequent recommendations are made in accordance with standard procedures
- 3.3 Equipment, stores and explosive ordnance are managed in accordance with standard procedures
- 3.4 *Documentation* is completed in accordance with standard procedures
- 3.5 Subordinate health and wellbeing is monitored and managed in accordance with standard procedures

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

#### Required Skills

- access and use resources
- conduct briefings and debriefings
- counsel subordinates and evaluate performance
- develop instructions from given orders
- disseminate information
- give and receive workplace feedback
- handle detainees
- make a presentation
- manage own professional performance
- operate computer packages
- organise, collect and analyse information
- prepare and write reports
- present logical and structured arguments
- process and maintain workplace information
- provide advice
- read, interpret and apply legislation, policies and procedures
- use a variety of verbal and non-verbal communication techniques
- work as part of a team
- work with minimal supervision

#### Required Knowledge

- collection planning
- evaluation criteria
- legal responsibilities
- planning and coordination of protective security operations
- relevant legislation and procedures in relation to environmental requirements and rules of engagement
- relevant OH&S regulations/requirements, equipment, material and personal safety requirements
- risk assessments
- specialist capabilities
- troop and personnel movement requirements
- workplace communication strategies
- workplace equity and diversity

## Evidence Guide

### EVIDENCE GUIDE

#### **Critical aspects for assessment and evidence required to demonstrate competency in this unit**

Assessment must confirm the ability to supervise a range of activities which must include supervision of the collection, analysis and dissemination of intelligence.

#### **Consistency in performance**

Competency should be demonstrated over time in at least two different contexts.

This includes assessment in a minimum of two environments. For example:

- protective security
- combat intelligence
- specialist intelligence disciplines.

#### **Context of and specific resources for assessment**

#### **Context of assessment**

Competency must be assessed in the workplace or in a simulated workplace environment.

#### **Specific resources for assessment**

Access is required to:

- intelligence workers
- communication and information technology equipment and data.

#### **Guidance information for assessment**

The preferred method of assessment is direct observation over time. However, a supervisor can operate independently and evidence will need to be gathered from third party reports and organisational records.

## Range Statement

### RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

#### Intelligence operations may include

- Agent operations
- Amphibious intelligence operations
- Collection management
- Combat intelligence operations
- Counter surveillance
- Desk analysis
- Field security
- Human intelligence operations
- Imagery analysis
- Interrogation
- Psychological operations
- Security inspections
- Security investigations
- Security surveys
- Signals intelligence operations
- Surveillance operations

#### Standard procedures may include

- Australian Quality Training Framework
- Australian Standards
- Defence instructions
- Doctrine pamphlets
- Industry practices
- Job guides and other publications
- Maintenance schedules
- Manufacturers' specifications, procedures and technical instructions
- OH&S requirements and regulations
- Organisational instructions and journals
- Organisational policies and procedures



**RANGE STATEMENT**

	Quality control
	Regulatory requirements
	Relevant local government by-laws
	Routine orders
	Security instructions and procedures
	Standard Operating Procedures
	Standing orders
	Workplace agreements
	Written and verbal orders
<b>Personnel administration may include</b>	Career management
	Counselling
	Discipline
	Leave
	Pay
	Welfare
<b>Constraints may include</b>	Environmental conditions
	Experience of subordinates
	Health
	Morale
	Operational situation/tempo
	Resources
	Terrain
	Time
	Troops to task
	Welfare
<b>Logical process may include</b>	Intelligence preparation of the battlefield
	Military appreciation process
	War gaming
<b>Battle procedure may include</b>	Administration
	Concurrent activity
	Reconnaissance

**RANGE STATEMENT**

	Rehearsals
	Warning orders
<b>Legal requirements may include</b>	Geneva conventions and protocols
	International laws
	Laws of Armed Conflict
	National laws
	Rules of Engagement
	State/territory laws
<b>Outside agencies may include</b>	Australian Defence organisations
	Allied and coalition forces
	Civil intelligence agencies
	Coalition forces
	Government organisations
	Media
	Non-government organisations
	Police
<b>Documentation may include</b>	Captured documents
	Case reports
	Collection plan
	Database
	Interview reports
	Maps and overlays
	Office files
	Records
	Specialist product

**Unit Sector(s)**

Not applicable.

## **Corequisite Unit/s**

**Co-requisite Unit/s**                      Nil