PUAPOL034B Analyse information

Revision Number: 4

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Modification History

PUAPOL034B Release 3:   Unit Descriptor and Application revised.
PUAPOL034B Release 2:   Layout adjusted. No changes to content.
PUAPOL034B Release 1:   Primary release.

Unit Descriptor

This unit covers the competency to analyse collated information for intelligence purposes. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Application of the Unit

The application for this unit has not been fully developed. It will be reviewed as part of the process of implementing the Design Model for Streamlined Training Package Material.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

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 Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Reduce and describe information	1.1 Information to be subjected to *analysis* is identified
	1.2 *Information is reduced* and described in a suitable form to support the development of *interpretations*
	1.3 The reduction and description processes are reviewed to determine their appropriateness, and improvements made where necessary
	1.4 Information not used in the reduction and description processes is archived to facilitate future reference
2. Analyse and interpret information	2.1 Appropriate *thinking processes* are used to interpret the information
	2.2 Sound inductive reasoning is applied to ensure consistency of interpretations based on the information
	2.3 Interpretations are credible to facilitate user acceptance of interpretations and formulation of inferences based on the factual quantitative and qualitative information
3. Develop inferences	3.1 Possible interpretations are tested to review credibility and consistency with new information
	3.2 *Interpretations are refined and consolidated* to strengthen inferences drawn
	3.3 Assumptions in the arguments leading to inferences are clearly stated to inform clients and users
	3.4 *Sound inferences* are formulated from facts and the tested interpretations
	3.5 The chain of reasoning in formulating inferences is clear to ensure transparency to users and clients
	3.6 Inferences are reviewed to identify and address any fallacies in reasoning
	3.7 The *relationship* between the information developed and the probable interpretations *is assessed* and reported to ensure validity and compliance with agency guidelines
	3.8 *Sound recommendations* are developed and reported to inform users of intelligence analysis outcomes

Required Skills and Knowledge

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

Required Skills

- oral communication (listening, establishing rapport, negotiation, conflict resolution, presentations)
- written communication in preparing intelligence analysis reports etc,
- deductive and inductive reasoning
- constructing sound inductive arguments
- evaluation and re-evaluation
- computer and information system usage
- resource management including budgetary, human and physical resources and allocation/access
- work safety

Required Knowledge

- government and policy environments within which operations will be managed
- different types of criminal activity and their elements (eg general crime, theft, burglary, assault, drugs, fraud, embezzlement, homicide etc)
- correct interpretation of all applicable laws, policy and procedures. Applicable law, policy and procedures for all the jurisdictions are detailed in the comprehensive legislation appendix at the close of the police standards submission
- available resources required to support the intelligence analysis process
- security issues and classifications
- the range of analytical techniques appropriate for information analysis
- evaluation system, such as the Admiralty Code or other system
- thinking and inductive/deductive reasoning processes
- the influence of human factors on information analysis, eg. prejudice and biases, personalities in analysis, construction of sound inductive arguments, and fallacies in reasoning,
- criminal justice system procedures and evidentiary requirements

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit	It is essential for this unit that competence be demonstrated in analysis that must be logical, valid, reliable and relevant. **Consistency in performance** Evidence of competency in this Unit will need to be gathered over time and from across a range of simulated and/or actual workplace activities.
Context of and specific resources for assessment	**Context of assessment** Evidence should be gathered over a period of time in a range of actual or simulated workplace environments. **Specific resources for assessment** No special requirements.

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.

Analysis can be:	• quantitative and/or qualitative • It can be explorative, descriptive, causative or predictive
Methods of analysis can include:	• hypothesis development • link analysis • comparative analysis • biographical analysis • demographics or geographic analysis • historical analysis • scenario generation • Delphi technique • morphological analysis
Thinking processes will be:	• inductive (interpreting raw information, identifying trends or patterns and testing them) • deductive (beginning with a hypothesis and testing it), lateral, critical, or creative • thinking processes involve the use of problem solving techniques and decision making
Forms of reduced information include:	• charts • lists • diagrams • tables • summaries
Testing of interpretations must be:	• balanced • logical • sceptical • objective and comprehensive to be considered appropriate • testing must involve logical reasoning • and may involve critical evaluation of additional information collection
Refining and consolidating interpretations involves:	• additional testing • re-evaluation • reformation or other activities aimed at conformation to a strong degree of probability
Sound inferences may include:	• predictions and interpretations that are probable, estimates, and/or explanations

The assessment of the relationship:	• between the information developed and the probable interpretations may be reported in written form, orally, formally or informally
Sound recommendations may address:	• both strategies and tactical issues

Unit Sector(s)

Not applicable.