



Australian Government

Department of Education, Employment and Workplace Relations

ACMCAN301A Work within a captive animal facility

Revision Number: 1

ACMCAN301A Work within a captive animal facility

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	<p>This unit of competency covers the process of working effectively within a captive animal facility, complying with legislative requirements and facility policy and procedures and identifying animals in the workplace.</p> <p>No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.</p>
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Application of the Unit

Application of the unit	<p>This unit is applicable to wildlife animal keepers or carers who are expected to perform tasks under supervision.</p> <p>In addition to legal and ethical responsibilities, all units of competency in the ACM10 Animal Care and Management Training Package have the requirement for animals to be handled gently and calmly. The individual is required to exhibit appropriate care for animals so that stress and discomfort is minimised.</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Work effectively within a <i>captive animal facility</i>	<p>1.1. The <i>function and structure of the facility</i>, including its commitment to conservation, is determined.</p> <p>1.2. The role of the facility is identified within the context of relevant <i>legislative requirements</i> and regional and <i>international agreements</i>.</p> <p>1.3. Roles and relationships between departments and/or individuals are determined.</p> <p>1.4. Relationships with <i>other bodies and agencies</i> are identified.</p> <p>1.5. <i>Daily routines</i> are completed in accordance with <i>occupational health and safety (OHS)</i> requirements and <i>environmentally sensitive work practices</i>.</p>
2. Comply with captive animal interaction policies and procedures	<p>2.1. Risks associated with interacting with captive animals are identified and evaluated.</p> <p>2.2. <i>Animal interaction policies and procedures</i> are interpreted and importance of compliance with personal roles and responsibilities are detailed.</p> <p>2.3. Procedures used to enter and leave animal enclosures are described and demonstrated.</p> <p>2.4. Escaped animal procedures are described and practised.</p> <p>2.5. Negative animal interaction incident procedures are practised in accordance with OHS hazard identification and risk control procedures.</p>
3. Identify and handle animals humanely	<p>3.1. Common and scientific names are used in accordance with facility requirements to identify animals.</p> <p>3.2. <i>Distinguishing characteristics</i> are used to identify specific animals within a group or section.</p> <p>3.3. Animals are handled humanely and in accordance with <i>animal welfare</i> considerations, relevant codes of practice and other legislative requirements.</p> <p>3.4. Assistance is provided with the application of <i>identification techniques</i> in accordance with OHS requirements.</p>
4. Communicate effectively	<p>4.1. <i>Communication</i> is conducted and documented in accordance with organisation requirements.</p> <p>4.2. Records are kept in accordance with organisation policies and procedures and approved <i>animal keeping information systems and software</i>.</p>

ELEMENT	PERFORMANCE CRITERIA
	4.3. Records are maintained and stored in accordance with organisation policies and procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- employ safe and environmentally responsible organisational systems and procedures when handling animals
- follow facility policies and procedures
- follow verbal instructions and assist safely with tasks
- identify specified species following organisational policy and procedures
- identify animals within the workplace to family level, using distinguishing characteristics
- maintain records in accordance with organisational policies and procedures
- literacy skills to read and follow facility policies and procedures, including OHS and waste management; follow sequenced written instructions; record accurately and legibly information collected; and select and apply procedures to a range of defined tasks
- oral communication skills/language to fulfil the job role as specified by the facility, including questioning techniques, active listening and consulting with supervisors
- numeracy skills to estimate, calculate and record routine workplace measures
- interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities
- problem-solving skills to use available resources and prioritise daily tasks.

Required knowledge

- animal taxonomy to family level
- basic animal behaviour and the potential effects of captivity
- basic working knowledge of relevant international agreements and conventions
- captive animal facility's policies and procedures, including captive animal interaction, OHS and emergency procedures
- communication procedures and systems, and technology relevant to the organisation and the individual's work responsibilities
- principles of animal welfare and ethics
- relevant international, federal and state or territory legislation and codes of practice
- relevant OHS and animal welfare legislative requirements and codes of practice
- safe animal handling techniques and procedures
- safe work practices.

Evidence Guide

EVIDENCE GUIDE	
<p>The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>The evidence required to demonstrate competence in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit. Assessors should ensure that candidates can:</p> <ul style="list-style-type: none"> • identify the facility's structure and role within the context of legislative requirements and zoological agreements • comply with captive animal interaction policies and procedures • identify and handle animals in accordance with facility and animal welfare requirements. <p>The skills and knowledge required to work within a captive animal facility must be transferable to a range of work environments and contexts and include the ability to deal with unplanned events.</p>
Context of and specific resources for assessment	<p>Assessment of this unit is to be practical in nature and will be most appropriately assessed in a captive animal workplace with access to a range of captive animals and the appropriate equipment and/or resources to enable one to demonstrate competence.</p>
Method of assessment	<p>To ensure consistency in one's performance, competency should be demonstrated, to industry defined standards, on more than one occasion over a period of time in order to cover a variety of circumstances and where possible, over a number of assessment activities.</p> <p>The assessment strategy must include practical skills assessment. Suggested strategies for this unit are:</p> <ul style="list-style-type: none"> • written and/or oral assessment of candidate's required knowledge • observed, documented and first-hand testimonial

EVIDENCE GUIDE	
	<p>evidence of candidate's application of practical tasks</p> <ul style="list-style-type: none"> • simulation exercises that reproduce normal work conditions • third-party evidence • workplace documentation • portfolio. <p>This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role.</p>
Guidance information for assessment	<p>Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).</p>

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, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<p><i>Captive animal facilities</i> may include:</p>	<ul style="list-style-type: none"> • aquaria • fauna parks • mobile zoos • theme parks • wildlife care and rehabilitation facilities • wildlife parks • zoological parks.
<p><i>Function and structure of the facility</i> may include:</p>	<ul style="list-style-type: none"> • function: <ul style="list-style-type: none"> • conservation • education • recreation • research • function should be seen in the context of: <ul style="list-style-type: none"> • the World Zoo Conservation Strategy • the role of the International Union for Conservation of Nature and Natural Resources • the Captive Breeding Specialist Group • the Australasian Regional Association of Zoological Parks • structures: <ul style="list-style-type: none"> • facility status: <ul style="list-style-type: none"> • corporate • family-owned • government • not for profit • internal structure: <ul style="list-style-type: none"> • organisational sections • roles and responsibilities • lines of reporting.
<p><i>Legislative requirements</i> may</p>	<ul style="list-style-type: none"> • relevant state or territory and local government legislation and regulations in respect to captive

RANGE STATEMENT	
include:	animals and OHS.
<i>International agreements</i> may include:	<ul style="list-style-type: none"> • the Agreement between Australia and Japan for the protection of Migratory Birds in Danger of Extinction and their Environment • the China-Australia Migratory Bird Agreement • the Convention for the Conservation of Antarctic Seals • the Convention for the Regulation of Whaling • the Convention on International Trade in Endangered Species for Flora and Fauna • the Convention on Wetlands of International Importance.
<i>Other bodies and agencies</i> may include:	<ul style="list-style-type: none"> • animal welfare and rescue groups • government departments and statutory bodies • industry associations • other captive animal institutions/facilities • research organisations • volunteer groups.
<i>Daily routines</i> may include:	<ul style="list-style-type: none"> • answering enquiries from the public • capturing animals • cleaning • completing records • ensuring the security of animals • feeding and watering • general animal husbandry tasks • maintaining equipment and completing minor repairs.
<i>OHS</i> risks when working in a captive animal facility may include:	<ul style="list-style-type: none"> • animal bites, envenomation, kicks, scratches and crush injuries • biological hazardous waste and sharps disposal • handling of chemicals and medicines • gas leakage • inhalation of aerosol particles • intraocular contamination • manual handling, including carrying, lifting and shifting • needle pricks and cuts from other sharps • release of infective agents (animal and human) • slippery or uneven work surfaces • zoonoses.

RANGE STATEMENT	
<i>Environmentally sensitive work practices</i> may include:	<ul style="list-style-type: none"> • implementing strategies and resources to: <ul style="list-style-type: none"> • minimise disturbance to animals and their living environment • practise environmentally friendly waste management • reduce noise and odour.
<i>Animal interaction policies and procedures</i> will include:	<ul style="list-style-type: none"> • in-house standard operating procedures for interaction with animals (staff and/or public): <ul style="list-style-type: none"> • handling • transportation • Australasian Regional Association of Zoological Parks and Aquaria (ARAZPA) <i>Accreditation Program - General Standards and Guidelines</i> May 2005 updated September 2007.
<i>Distinguishing characteristics</i> that may be used to identify captive animals include:	<ul style="list-style-type: none"> • age, sex and size • coat or skin colours and texture • eye colour • markings, patterns and permanent scars • toe nail colour • microchip, ear tags, tattoos and markings and leg bands.
<i>Animal welfare</i> requirements include:	<ul style="list-style-type: none"> • adequate housing and stock levels • enrichment opportunities • compliance to appropriate state or territory legislation and regulations and international conventions • the compatibility of species and breeds • the absence of pests and vermin.
<i>Identification techniques</i> may include:	<ul style="list-style-type: none"> • tattoos, ear tags, leg bands and passive integrated transponder tags.
<i>Communication</i> may be conducted by:	<ul style="list-style-type: none"> • two-way radio, email, the intranet and the internet • it may include: <ul style="list-style-type: none"> • answering queries from the public • contributing to daily bulletins or media releases.
<i>Animal keeping information systems and software</i> examples	<ul style="list-style-type: none"> • International Species Information System (ISIS) • Regional Animal Species Collection Plan

RANGE STATEMENT	
include:	(REGASP) computerised collection planning tool <ul style="list-style-type: none"> • Animal Record-Keeping System (ARKS) • Single Population Analysis and Records Keeping System (SPARKS).

Unit Sector(s)

Unit sector	Captive animals
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		