



**Australian Government**

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

# **AURMO2004A Assist with motorsport officiating duties**

**Release: 1**

## AURMO2004A Assist with motorsport officiating duties

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	<p>This unit of competency describes the skills and knowledge required to act as a trainee official or volunteer in a motorsport event.</p> <p>It requires a basic knowledge of the conduct of the applicable motorsport category and its rules and regulations.</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

<b>Application of the unit</b>	<p>This unit applies to individuals who perform the duties of a trainee official or volunteer in a motorsport event including practice sessions.</p> <p>The person will be assigned work under direct supervision of an experienced person as part of a work team.</p>
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### Licensing/Regulatory Information

Refer to Unit Descriptor

### Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	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. Assessment of performance is to be consistent with the evidence guide.
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## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Make pre-event preparations	<ul style="list-style-type: none"><li>1.1. Read documentation supplied by the event organiser and clarify any items not understood</li><li>1.2. Identify and prepare personal requirements and equipment and check for safe and operational condition</li><li>1.3. Prepare for conditions on the day, including weather, nutrition and personal comfort</li><li>1.4. Attend pre-event briefing session and confirm own role and responsibilities</li></ul>
2. Carry out assigned duties	<ul style="list-style-type: none"><li>2.1. Confirm with supervisor the designated work practices for carrying out assigned duties safely and effectively</li><li>2.2. Follow instructions carefully and remain alert to safety hazards and risks</li><li>2.3. Recognise own limitations and seek advice and help, when necessary</li><li>2.4. Carry out all activities according to event rules and regulations, official's codes of practice, organisational safety and emergency procedures</li></ul>
3. Review and analyse performance	<ul style="list-style-type: none"><li>3.1. Attend post-event debriefing session</li><li>3.2. Reflect upon own performance and seek feedback to identify areas for improvement</li><li>3.3. Develop personal plan in consultation with support personnel for improving officiating performance</li><li>3.4. Undertake additional training in deficient areas to improve performance</li></ul>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

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

#### Required skills

Required skills include:

- communication skills to the level required to receive and clarify information and instructions from other motorsport personnel, to seek advice and feedback on own

**REQUIRED SKILLS AND KNOWLEDGE**

- performance, and to relate to people from a range of social, cultural and ethnic backgrounds and of varying physical and mental abilities
- literacy skills to the level required to read and understand information related to the conduct of the event, rules and regulations, occupational health and safety (OHS) requirements and safe work practices
  - problem-solving skills to the level required to recognise and respond appropriately to actual and potential problems and emergencies
  - team skills to the level required to work effectively and cooperatively with others

**Required knowledge**

Required knowledge includes:

- organisational structure of the motorsport event, including authority and communication lines
- basic knowledge of rules and regulations pertaining to the motorsport event
- professional and ethical responsibilities of officiating
- personal preparations, resources and equipment required for officiating
- potential risks associated with motorsport officiating
- organisational policies and procedures, including ethical requirements, emergency response, reporting and recording procedures, and work organisation and planning processes, related to motorsport officiating

## Evidence Guide

### EVIDENCE GUIDE

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.

#### Overview of assessment

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

Assessors must be satisfied that the candidate can competently and consistently:

- complete preparatory activities in a systematic manner
- follow safe work practices as directed by supervisor
- communicate effectively with other personnel involved in the event
- develop and implement a plan for improving own officiating performance
- act as a trainee official or volunteer in at least two (2) motorsport events.

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

- The application of competency is to be assessed in the workplace or a simulated environment that reflects as far as possible the actual working environment.
- Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints.
- Assessment is to comply with relevant regulatory requirements, including specified Australian standards.
- Where applicable, reasonable adjustment must be made to work environments and training situations to accommodate ethnicity, age, gender, demographics and disability.
- The following resources should be made available:
  - access to suitable motorsport events
  - all documentation, including rules and regulations, safety procedures and event procedures
  - all equipment, including personal safety equipment.

#### Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of this Training Package.
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of Required Skills and Knowledge.
- Assessment methods must be by direct observation of tasks and include questioning on Required Skills and

<b>EVIDENCE GUIDE</b>	
	<p>Knowledge to ensure its correct interpretation and application.</p> <ul style="list-style-type: none"> <li>• Assessment may be applied under project related conditions (real or simulated) and require evidence of process.</li> <li>• Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances.</li> <li>• Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.</li> </ul>
<b>Guidance information for assessment</b>	Assessment processes and techniques must be culturally sensitive and appropriate to the language and literacy capacity of the candidate and the work being performed.

## Range Statement

<b>RANGE STATEMENT</b>	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. 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>	
<b>Motorsport</b>	<p>Motorsport may include:</p> <ul style="list-style-type: none"> <li>• automobile (car, truck and cart), motorcycle and powerboat events</li> <li>• competitions and practice sessions</li> <li>• circuit, track, speedway, road and off-road events</li> <li>• club, state/territory, national and international events</li> </ul>
<b>Rules and regulations</b>	<p>Motorsport rules and regulations may include:</p> <ul style="list-style-type: none"> <li>• National Competition Rules (NCR)</li> <li>• National Rally Code (NRC)</li> <li>• event supplementary regulations</li> <li>• association and club rules, regulations and</li> </ul>

<b>RANGE STATEMENT</b>	
	<p>codes</p> <ul style="list-style-type: none"> <li>• Officials Code of Conduct</li> <li>• Federation Internationale de l'Automobile (FIA)</li> <li>• Federation Internationale Motocycliste (FIM)</li> </ul>
<b>Professional and ethical standards</b>	<p>Professional and ethical standards for officials may include:</p> <ul style="list-style-type: none"> <li>• dress, personal presentation, preparedness and personal conduct</li> <li>• respect for the rights and responsibilities of others</li> <li>• commitment and responsibility to safety</li> <li>• confidentiality, impartiality and no conflict of interest</li> <li>• contribution to the overall effectiveness of the team</li> <li>• self-improvement through feedback, performance appraisal and training</li> </ul>
<b>Pre-event preparation</b>	<p>Pre-event preparations may include:</p> <ul style="list-style-type: none"> <li>• corporate dress requirements</li> <li>• personal protective equipment</li> <li>• event documentation and information</li> <li>• personal needs, such as nutrition, medication and protection from the elements</li> <li>• travel and accommodation arrangements</li> </ul>
<b>Information and documents</b>	<p>Sources of information and documents may include:</p> <ul style="list-style-type: none"> <li>• controlling body rules, category rules and supplementary regulations</li> <li>• event policies and procedures relating to work areas, authorities and lines of communication</li> <li>• task instructions, including briefings, worksheets, checklists and plans</li> <li>• industry codes of practice</li> <li>• instructions issued by authorised internal or external persons</li> <li>• material safety data sheets (MSDS)</li> <li>• diagrams or sketches</li> </ul>
<b>Legislative requirements</b>	<p>Legislative requirements are to be in accordance with applicable commonwealth, state or territory</p>



<b>RANGE STATEMENT</b>	
	<p>legislation, regulations, certification requirements and codes of practice, and may include legislation related to:</p> <ul style="list-style-type: none"> <li>• award and enterprise agreements</li> <li>• industrial relations</li> <li>• confidentiality and privacy</li> <li>• OHS</li> <li>• the environment</li> <li>• equal opportunity</li> <li>• anti-discrimination</li> <li>• duty of care</li> </ul>
<b>OHS requirements</b>	<p>OHS requirements are to be in accordance with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:</p> <ul style="list-style-type: none"> <li>• personal protective equipment and clothing</li> <li>• safety equipment</li> <li>• first aid equipment</li> <li>• hazard and risk control</li> <li>• elimination of hazardous materials and substances</li> <li>• manual handling, including shifting, lifting and carrying</li> <li>• emergency procedures</li> </ul>
<b>Environmental requirements</b>	<p>Environmental requirements may include:</p> <ul style="list-style-type: none"> <li>• waste management</li> <li>• noise</li> <li>• dust</li> <li>• habitat, flora and fauna protection</li> <li>• clean-up management</li> </ul>
<b>Organisational policies and procedures</b>	<p>Organisational policies and procedures may include:</p> <ul style="list-style-type: none"> <li>• OHS, sustainability, environment, equal opportunity and anti-discrimination policies and procedures</li> <li>• codes of practice</li> <li>• safe work procedures</li> <li>• reporting and recording procedures</li> </ul>

**Unit Sector(s)**

<b>Unit sector</b>	Motorsport officiating
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**Co-requisite units**

<b>Co-requisite units</b>		

**Competency field**

<b>Competency field</b>	
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