



Australian Government

**Assessment Requirements for DEFFOR005
Compile and submit electronic media
forensic documentation**

Release: 1

Assessment Requirements for DEFFOR005 Compile and submit electronic media forensic documentation

Modification History

Release	Comments
1	These Assessment Requirements were released in DEF Defence Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- preparing, completing and submitting statements, reports, task files, logs and other forensic documentation including at least two of:
 - handwritten notes
 - forensic reports
 - legal reports
 - sketch plans
 - photographs
 - scale plans
 - video/audio tapes
 - digital voice records
 - task logs
 - witness statements
 - external reports
 - exhibit registers
 - exhibit logs
 - photocopies of published research/supporting materials
 - database and case management system entries
 - reports, including statements, statutory declarations and affidavits
- preparing exhibits including at least two of:
 - sketch and scale plans
 - photographs
 - digital voice records
 - task logs

- reports
- photocopies of published research/supporting materials
- database and case management system entries
- information technology skills
- organisational skills
- gathering, recording, collating, analysing and re-evaluating techniques
- maximising the potential evidentiary value of the electronic media forensic documentation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- quality system requirements relating to note taking and preparation of task files/reports
- organisational policy and procedural requirements for the reporting of findings to clients/stakeholders
- approved formats of forms, case files and reports

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations, with access to electronic devices with content suitable for forensic extraction including mobile devices, computers or communications equipment.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

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