



Australian Government

DEFFOR014 Compile and submit digital forensic documentation

Release: 1

DEFFOR014 Compile and submit digital forensic documentation

Modification History

Release 1. This is the first release of this unit of competency in the DEF Defence Training Package.

Application

This unit describes the skills and knowledge required to compile and submit documentation relating to digital forensic investigation.

This unit applies to those working in the gathering and analysis of digital information.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those relating to work health and safety (WHS) and the completion and submission of documentation relating to digital forensic investigations.

Those undertaking this unit would work independently or as part of a team, under indirect supervision, while performing routine tasks in a range of contexts. They must be able to use discretion and judgement and take responsibility for the quality of their outputs.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

Digital Forensics.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- | | |
|---------------------------------|---|
| 1 Maintain documentation | 1.1 Compile and maintain accurate, complete, legible and comprehensible documentation, including notes and associated records relating to cases/jobs/tasks |
| | 1.2 Ensure appropriate handling of documentation to the security level of the document concerned |
| 2 Handle documentation | 2.1 Submit documentation such as notes, reports, exhibits and associated records |
| | 2.2 Store/archive notes and associated records at the conclusion of proceedings |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the DEF Defence Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit supersedes and is equivalent to DEFFOR005 Compile and submit electronic media forensic documentation.

Links

Companion Volume Implementation Guides are found on VETNet -

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