



**Australian Government**

# **DEF32712 Certificate III in Intelligence Operations**

**Release: 2**

## DEF32712 Certificate III in Intelligence Operations

### Modification History

Release	TP version	Comments
2	DEF12 V2	Layout adjusted. No changes to content.
1	DEF12 V1	First release.

### Description

Not applicable.

### Pathways Information

Not applicable.

### Licensing/Regulatory Information

Not applicable.

### Entry Requirements

Not applicable.

## Employability Skills Summary

### Employability Skills Summary for DEF32712 Certificate III in Intelligence Operations

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the DEF32712 Certificate III in Intelligence Operations have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because

Employability Skills within a qualification will vary depending on the qualification packaging options.

Defence qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.

Employability Skill	Employability Skills Statement
<b>Communication</b>	<ul style="list-style-type: none"> <li>• complete anti-surveillance report</li> <li>• ensure written report conforms to acceptable writing conventions and is presented in a professional manner</li> <li>• establish and maintain lines of communication to elicit feedback from clients</li> <li>• plan briefing so that all essential information is included and logically arranged</li> <li>• prioritise significant items of interest in accordance with workplace procedures and report to appropriate personnel</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• actively seek feedback on products and dissemination methods from clients to facilitate an improved product</li> <li>• brief other team members on their roles during the search and questioning, in accordance with organisational requirements</li> <li>• prioritise significant items of interest in accordance with workplace procedures and report to appropriate personnel</li> <li>• work in a team</li> </ul>
<b>Problem solving</b>	<ul style="list-style-type: none"> <li>• adjust questioning technique based on the responses</li> <li>• analyse problems encountered during the transcription process and take appropriate actions, in accordance with workplace procedures</li> <li>• detect surveillance activity and reaction</li> <li>• develop line of questioning based on the responses</li> </ul>
<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• conduct anti-surveillance drills to evoke a surveillance reaction</li> <li>• conduct basic analysis of information and identify significant items of interest in accordance with organisational requirements</li> <li>• disseminate written report to the intended recipients in a timely manner</li> <li>• prioritise significant items of interest in accordance with workplace procedures and report to appropriate personnel</li> </ul>
<b>Planning and</b>	<ul style="list-style-type: none"> <li>• analyse situation, terrain and threat forces to determine operational risk</li> </ul>

<b>organising</b>	<ul style="list-style-type: none"> <li>• determine client's expectation of an appropriate written report protocol</li> <li>• plan briefing so that all essential information is included and logically arranged</li> <li>• produce anti-surveillance plan in accordance with organisational procedures, laws and agreements</li> </ul>
<b>Self-management</b>	<ul style="list-style-type: none"> <li>• apply occupational health and safety (OH&amp;S) requirements and safety precautions throughout the operation</li> <li>• disseminate written report to the intended recipients in a timely manner</li> <li>• maintain records and make timely reports</li> <li>• manage personal work priorities and professional development</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• design electronic products to be compatible with intended recipient needs/systems and/or operational circumstances</li> <li>• examine items found on detainee to establish lines of questioning</li> <li>• implement workplace orientation and induction procedures</li> <li>• use workplace and language publications and other reference material to conduct research</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• design electronic products to be compatible with intended recipient needs/systems and/or operational circumstances</li> <li>• operate photographic equipment</li> <li>• select and present electronic products to ensure conciseness and to enhance delivery and recipient understanding of the message</li> <li>• use organisational computer equipment and applications for communications intercept</li> </ul>

## Packaging Rules

21 units of competency are required for this qualification including:

- 5 core units
- 16 elective units

Choose a minimum of 6 elective units from the Group A (Specialisation) list below.

Choose a minimum of 4 elective units from the Group B (Combat) list below.

Choose a minimum of 3 elective units from the Group C (Information Technology) list below.

Choose a minimum of 1 elective units from the Group D (General) list below.

Choose the remaining 2 elective units from either elective lists below, **or** elsewhere within this training package, **or** another endorsed training package, **or** accredited course.

Where a pre-requisite unit is attached to an elective unit it is identified by this symbol L .

The pre-requisite units attached to any of the elective units must be undertaken and are additional to the number of elective units required for the qualification.

The elective units should be selected from the units that most closely align to an individual's occupational outcomes.

**Elective units selected must not duplicate content already covered by other units in this qualification.**

Code	Core Units
DEFEQ001C	Work with equity and diversity
DEFIN001A	Process information into intelligence
BSBCMN311B	Maintain workplace safety
BSBRES401A	Analyse and present research information
PSPSEC405A	Handle security classified information
Code	Elective Units – Group A (Specialisation)
<b>Information collection field</b>	
CPPSEC3032A	Gather information by factual investigation
DEFECO402C	Transmit and receive messages utilising Defence messaging systems
DEFECO403C	Transmit and receive data via information exchange systems
DEFECO406A	Transmit and receive messages via voice

DEFPR305B	Take photographs suitable for publication within Defence
DEFPR306B	Obtain images suitable for publication within Defence
PSPGOV406B	Gather and analyse information
PSPGOV419A	Work with interpreters
PSPREG411A	Gather information through interviews
DEFIN015	Locate electromagnetic emissions
DEFIN018	Collect radio frequency emissions
<b>Processing field</b>	
ICPMM322C	Edit a digital image
DEFIN002A	Process voice communications
DEFIN003A	Edit intelligence material for security purposes
PSPGOV420A	Use translation services
DEFIN017	Analyse information for situational value
<b>Dissemination field</b>	
CUVCOR07B	Use drawing techniques to represent the object or idea
CUVCOR09B	Select and apply drawing techniques and media to represent and communicate the concept
DEFIN014A	Disseminate outputs from the intelligence process
DEFPR303B	Write material suitable for publication within Defence └ DEFPR301B Identify material suitable for publication within Defence
DEFPR307B	Assist in managing production processes └ DEFPR301B Identify material suitable for publication within Defence
PUAOPE015A	Conduct briefings and debriefings
DEFIN016	Log target communications
<b>Security field</b>	

CPPSEC3027A	Develop investigative plan
CSCSAS303A	Conduct searches
PSPSEC301A	Secure government assets
PSPSEC302A	Respond to government security incidents
PSPSEC303A	Conduct security awareness sessions
PSPSOHS508A	Participate in the investigation of incidents
DEFCO401C	Maintain security in a Defence communications and information systems environment
<b>Psyops field</b>	
CUFWRT301A	Write content for a range of media
SITXMPR001A	Coordinate production of brochures and marketing materials
SITXMPR002A	Create a promotional display or stand
<b>Human exploitation field</b>	
DEFIN004A	Conduct tactical questioning on operations └ PSPGOV419A Work with interpreters
DEFIN005A	Conduct interrogation on military operations └ DEFIN004A Conduct tactical questioning on operations
DEFIN006A	Conduct anti-surveillance
DEFIN009A	Plan a surveillance operation
DEFIN010A	Communicate in a surveillance environment
DEFIN011A	Perform foot surveillance
DEFIN012A	Perform mobile surveillance
DEFIN013A	Perform static surveillance
<b>Code</b>	<b>Elective Units – Group B (Combat)</b>
HLTFA311A	Apply first aid
DEFBM003C	Control persons using non-firearms options

DEFBM005C	Maintain weapons and associated equipment
DEFCA001B	Observe and monitor hostile areas to detect targets
DEFCA310B	Collect environmental information
DEFCA404B	Undertake reconnaissance tasks
DEFCA405B	Undertake surveillance patrol tasks
DEFCA406B	Operate a service pistol
DEFCA410B	Throw grenades on operations
DEFCA411B	Operate a grenade launcher
DEFCA416C	Employ hand operated pyrotechnics
DEFCA420B	Operate a light support weapon on operations
DEFCA428	Undertake stability actions
DEFCA429	Undertake defensive actions
DEFCA430	Undertake offensive actions
DEFM101C	Operate a service rifle
DEFM104C	Operate in a threat environment
DEFM108A	Support the operation of a communications and information system facility
DEFM405C	Conduct operator level maintenance in a Defence environment
DEFEO101D	Work safely with explosive ordnance
DEFHO005B	Apply radio frequency radiation safety procedures
DEFHO007B	Apply ionising radiation safety procedures
DEFHO009B	Work safely with lasers
PUAOPE014A	Navigate to an incident in a vehicle
SRODRV001B	Drive and recover a 4WD vehicle
<b>Code</b>	<b>Elective Units – Group C (Information Technology)</b>



BSBITU101A	Operate a personal computer
BSBITU201A	Produce simple word processed documents
BSBITU202A	Create and use spreadsheets
BSBITU301A	Create and use databases
BSBITU302A	Create electronic presentations
BSBRKG303B	Retrieve information from records
BSBWOR204A	Use business technology
ICAD4209B	Write content for web pages
ICAS4201B	Transfer content to a website using commercial packages
ICAT4194B	Ensure basic website security └ ICAI3101B Install and manage network protocols
ICAU1133B	Send and retrieve information using web browsers and email
ICAICT203A	Operate application software packages
ICAU4207B	Apply web authoring tool to convert client data for websites
ICAW2001B	Work effectively in an IT environment
ICPMM263C	Access and use the Internet
<b>Code</b>	<b>Elective Units – Group D (General)</b>
BCCCM2002C	Use small plant and equipment
BSBCMM201A	Communicate in the workplace
BSBCMM401A	Make a presentation
BSBINM201A	Process and maintain workplace information
BSBINM303A	Handle receipt and despatch of information
BSBSUS201A	Participate in environmentally sustainable work practices
PSPGOV203B	Deliver a service to clients
PSPGOV204B	Access and use resources

PSPGOV208A	Write routine workplace materials
PSPGOV301B	Work effectively in the organisation
PSPGOV302B	Contribute to workgroup activities
PSPGOV303B	Build and maintain internal networks
PSPGOV306B	Implement change
PSPGOV307B	Organise workplace information
PSPGOV309A	Address client needs
PSPGOV312A	Use workplace communication strategies
PSPGOV313A	Compose workplace documents
PSPGOV315A	Give and receive workplace feedback
PSPLEGN301B	Comply with legislation in the public sector
DEFEO201C	Respond to fire
PUATEA001B	Work in a team
PUATEA005A	Manage own professional performance
AHCMOM203A	Operate basic machinery and equipment