



**Australian Government**

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

# **DEFEO208C Supervise explosive ordnance engineering and logistics processes**

**Release: 1**

## **DEFEO208C Supervise explosive ordnance engineering and logistics processes**

### **Modification History**

Not applicable.

### **Unit Descriptor**

#### **Unit Descriptor**

This unit covers the competency required to supervise a single work team involved in performing a process with explosive ordnance.

### **Application of the Unit**

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This competency normally applies to the individual who is required to supervise a single work team involved in performing a process with explosive ordnance. This unit applies to explosive ordnance processes conducted in installations involved in the storage, distribution and maintenance of explosive ordnance, however it may also apply to research and development establishments, and proof and experimental establishments.

### **Licensing/Regulatory Information**

Not applicable.

### **Pre-Requisites**

#### **Pre-requisite Unit/s**

Nil

## Employability Skills Information

**Employability Skills** This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

## Elements and Performance Criteria

### ELEMENT

1. **Identify process and allocate resources**

### PERFORMANCE CRITERIA

- 1.1 Task/s to be performed, *resources* to be allocated and constraints that must be observed for their achievement are determined
- 1.2 Policies, procedures and issues of concern/shortfall applying to the task are identified
- 1.3 Problems are identified, documented and reported in accordance with procedures and instructions

**ELEMENT****PERFORMANCE CRITERIA****2. Plan and prepare for process**

- 2.1 Method of performing the *explosive ordnance process* is planned addressing the guidance provided and the resources provided for the task, including contingency arrangements
- 2.2 Drawings, work procedures and associated documentation are identified and obtained
- 2.3 Materials required are identified, sourced and accessed
- 2.4 Facilities are assessed for suitability against current instructions, policies and procedures, and defects/shortfalls are reported in accordance with procedures
- 2.5 *Occupational health and safety (OH&S) policies* addressing the explosive ordnance process are identified and applied for its duration in all associated activities
- 2.6 Personnel to be employed in the explosive ordnance process are identified, their competency is ascertained and briefings are provided

**3. Supervise process**

- 3.1 Explosive ordnance process is supervised and monitored to ensure observance of OH&S requirements, quality of product, efficiency in performance and objectives are achieved
- 3.2 Defects/problems are reported in accordance with procedures and instructions
- 3.3 Support requirements are ascertained and either provided or requested in accordance with *organisational* procedures

**4. Conclude process**

- 4.1 Explosive ordnance products are processed in accordance with current instructions and procedures
- 4.2 Equipment/tools are maintained in accordance with organisational policy and procedures
- 4.3 Explosive ordnance process is documented in accordance with current instructions and procedures

## **Required Skills and Knowledge**

### **REQUIRED SKILLS AND KNOWLEDGE**

This describes the essential skills and knowledge and their level, required for this unit.

#### **Required Skills**

- allocate resources to the process
- communicate with superiors, clients, suppliers, subordinates and analyse feedback
- direct, brief, coordinate and monitor personnel
- efficiently and safely supervise the process, providing a quality product
- interact with stakeholders effectively
- interpret drawings, instructions and directions
- organise and coordinate activities
- organise activities in order to meet work priorities
- participate in a team
- plan the process
- provide reports and appropriate documentation
- read and understand organisational policies and procedures
- use appropriate information technology and software

#### **Required Knowledge**

- activities in the explosive ordnance process to be performed
- competencies required by the personnel involved in the performance of the process
- composition of teams and roles and responsibilities of team members
- detailed steps in the performance of each of the activities
- instructions and procedures relating to the performance of the process
- OH&S requirements
- operational safety associated with the explosive ordnance process
- principles of team work and team aims and objectives
- reporting requirements and procedures of the enterprise
- resource requirements for each activity within the process
- use of tools, equipment and materials involved in the process

# 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, the Range Statement and the Assessment Guidelines for this Training Package.

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

Assessment must confirm the ability to:

- adhere to relevant OH&S requirements and operational safety requirements
- plan the process
- interpret drawings and instructions
- identify requirements and resources
- set up
- monitor the performance of the process
- provide reports and appropriate documentation.

Assessment must also confirm the ability to effectively coordinate and provide direction to personnel involved in various tasks.

### **Consistency in performance**

Competency should be demonstrated in a range of actual or simulated explosive ordnance contexts sufficient to include dealings with an appropriate range and variety of situations.

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

#### **Context of assessment**

Competency should be assessed in the workplace or under conditions which accurately simulate a realistic workplace in accordance with all relevant legislation and organisational requirements.

#### **Specific resources for assessment**

Access is required to:

- facilities and resources used in the packaging, storage, distribution and maintenance of explosive ordnance, including a licensed explosive site.

## EVIDENCE GUIDE

### Method of assessment

This unit may be assessed with the following unit:

- DEFEO101D Work safely with explosive ordnance.

In a public safety environment assessment is usually conducted via direct observation in a training environment or in the workplace via subject matter supervision and/or mentoring, which is typically recorded in a competency workbook.

Assessment is completed using appropriately qualified assessors who select the most appropriate method of assessment.

Assessment may occur in an operational environment or in an industry-approved simulated work environment.

Forms of assessment that are typically used include:

- direct observation
- interviewing the candidate
- journals and workplace documentation
- third party reports from supervisors
- written or oral questions.

## 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 in the Performance Criteria is detailed below.

<b>Resources may include</b>	Explosive ordnance Facilities Materials Personnel Plant, tools and equipment
<b>Explosive ordnance process may include</b>	Inspection Loading and unloading of vehicles/platforms Modification Packing and unpacking Repair
<b>Occupational health and safety policies may include</b>	Those aspects of operational safety relevant to the explosive ordnance Those contained in legislation
<b>Organisation may include</b>	Defence organisation Enterprises that work with explosive ordnance Other government departments or instrumentalities that work explosive ordnance

### Unit Sector(s)

Not applicable.