Australian Government

# PMAOMIR418 Coordinate incident response

**Release: 1**

# PMAOMIR418 Coordinate incident response

## Modification History

Release 1. Supersedes and is equivalent to PMAOMIR418B Coordinate incident response

## Application

This unit of competency covers the skills and knowledge required to coordinate the response to off-shore or on-shore incidents.

An incident is an event which causes, or could have caused, injury or illness; damage to plant, material or the environment; disruption to production or public alarm.

An incident is an unintended event, or an unintended consequence of an intended event, such as:

- fire and explosion
- loss of containment
- excursions above/below acceptable limits for emissions or plant conditions
- excursions above occupational hygiene or biological exposure limits
- non-compliance with regulatory requirements
- security breaches
- failure to follow procedures
- complaints
- vehicle incidents
- on/off-site incidents.

This unit of competency applies to personnel in incident coordinator/commander, incident control centre team member or similar roles who are required to minimise the escalation of the incident, allocate resources and assets, plan tactical responses, communicate with the incident response team, interact with external agencies required to assist with the emergency, and gather information about the incident.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other incident control centre team members, the incident manager and the incident support management group, as appropriate.

The incident coordinator is responsible for interactions between corporate headquarters, on-site incident response teams and the person in charge of the facility. There may be more than one incident response team involved depending on the size and complexity of the incident.

The incident control centre and incident manager may be stationed on the facility or away from the facility or plant.

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

## Pre-requisite Unit

Nil

## Competency Field

Incident readiness and response

## Unit Sector

## Elements and Performance Criteria

| Elements describe the essential outcomes. | | Performance criteria describe the performance needed to demonstrate achievement of the element. | |
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| 1 | **Assess the situation and determine priorities** | 1.1 | Seek incident information from appropriate on-site personnel |
| | | 1.2 | Monitor changes in the nature, extent and potential implications of the incident |
| | | 1.3 | Develop incident response tactics based on analysis of the situation and consistent with the philosophies and strategies of the organisation |
| | | 1.4 | Identify required resources in accordance with the tactics developed |
| | | 1.5 | Continually review objectives in light of information updates, reports and feedback |
| 2 | **Manage incident control centre** | 2.1 | Brief incident control centre personnel on the scenario and tactics, their roles and responsibilities, and of the way the centre will operate |
| | | 2.2 | Allocate tasks to incident control centre personnel commensurate with their roles and level of competence |
| | | 2.3 | Monitor performance of incident control centre personnel and review as the incident unfolds to determine ongoing requirements |
| 3 | **Liaise with internal** | 3.1 | Regularly brief and provide communications to appropriate personnel in accordance with procedures |

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| **management and support structures** | 3.2 | Monitor and review resources to determine changing requirements in accordance with changing circumstances | |
| | 3.3 | Ensure resources are available as required | |
| | 3.4 | Liaise with relevant management and support structures to provide and/or obtain guidance and support | |
| 4 | **Ensure communications systems are effective** | 4.1 | Establish communications with personnel at the incident scene |
| | | 4.2 | Establish communications with other personnel on or off-site as required |
| | | 4.3 | Ensure communications systems are managed to provide optimum capability |
| 5 | **Conclude and review incident activities** | 5.1 | Account for all personnel and other resources |
| | | 5.2 | Conduct a debrief and complete company incident reports |
| | | 5.3 | Evaluate and review tactics and procedures |
| | | 5.4 | Evaluate and document effectiveness of the control function and its interaction with command organisations |
| | | 5.5 | Communicate reports in accordance with company procedures |

## Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

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

## Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

| **Regulatory framework** | The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following: |
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- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

All operations to which this unit applies are subject to stringent health, safety and environment (HSE) requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and HSE requirements, the HSE requirements take precedence.

| **Incident response** | Incident response includes one or more of the following: |
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- deployment of site incident response personnel
- containing/controlling the incident at source and or its spread
- search and rescue operations
- engagement of external emergency services (such as fire, ambulance, rescue and military)
- liaison with other agencies (such as environmental, clean-up and specialised troubleshooters)
- evacuation
- hazard control

Incident response actions must:

- be in accordance with and relevant to organisation procedures
- use appropriate response equipment, where required
- prioritise the safety and/or successful recovery of personnel and others affected by the incident response
- **not** inhibit effectiveness of the incident response or further contribute to the incident

| **Tools and equipment** | Equipment and tools include one or more of the following: |
|---|---|

- schematics, designs, detail drawings and maps/charts
- data systems, computers systems and electronic aids
- manuals, designs, operation procedures and instructions
- emergency vehicles or equipment

- vessels and aircraft
- rescue equipment
- first aid equipment

## Unit Mapping Information

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## Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=9fc2cf53-e570-4e9f-ad6a-b228ffdb6875