



Australian Government

Department of Education, Employment and Workplace Relations

PMAOMIR210B Control evacuation to muster point

Revision Number: 1

PMAOMIR210B Control evacuation to muster point

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competence applies to a person who is required to control the evacuation of personnel from the workplace to a muster point and includes moving mobility/sensory impaired people including persons with either temporary or permanent sensory impairment and casualties, or others who require assistance during an evacuation.
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Application of the Unit

Application of the unit	<p>Contributing circumstances might include:</p> <ul style="list-style-type: none">• fire or smoke spread• hazardous releases - loss of containment• earthquakes, severe storm damage, cyclones, floods and other nature and human-made disasters. <p>The individual would:</p> <ul style="list-style-type: none">• control the evacuation• conduct head counts• instigate checks for missing persons• relocate evacuated persons to other areas <p>Generally the person would be part of a team during the incident but may be required to act independently. At all times they would be liaising and cooperating with other members of the team.</p> <p>This unit incorporates features from 145/01 React safely in emergency situations (level one), 145/06 Safeguard endangered persons (level three), 145/11 Coordinate actions to safeguard endangered persons (level four).</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	
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Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to evacuate	1.1. Recognise alarm or other signs of incident 1.2. Determine nature and location of incident, wind direction and other relevant information 1.3. Assess incident situation and instigate relevant procedure 1.4. Predict probable changes/escalation to incident 1.5. Prepare the area and personnel for evacuation 1.6. Facilitate incident roles and the operation of incident response stations according to procedures 1.7. Coordinate incident response actions according to procedures 1.8. Maintain communication channels with relevant personnel
2. Control evacuation	2.1. Identify hazards associated with evacuation 2.2. Identify and communicate most appropriate path for evacuation to the desired muster point 2.3. Implement relevant hazard control procedures 2.4. Initiate evacuation when appropriate 2.5. Ensure evacuation of mobility/sensory-impaired people 2.6. Control incident evacuation according to procedures 2.7. Undertake roll call of evacuated persons 2.8. Communicate required details of evacuation to relevant personnel.
3. Complete evacuation.	3.1. Arrange and coordinate the first aid, welfare and other needs of evacuated persons 3.2. Maintain control over evacuees 3.3. Arrange for/provide assistance to the incident controller as required 3.4. Maintain communication channels with relevant personnel 3.5. Move evacuees to a new location, or dismiss and return to work as appropriate 3.6. Debrief evacuees and seek possible improvements 3.7. Complete all required records and reporting 3.8. Arrange for suggested improvements to be incorporated into procedures as appropriate

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Competence includes the ability to isolate the causes of hazards within the incident response system and to be able to distinguish between causes of hazards indicated by:

- misunderstandings concerning coordination and communication methods
- failure to liaise with emergency services
- lack of timeliness in reporting unsatisfactory outcomes
- failure to carefully check evacuated areas
- incident assessment, response and coordination
- inability to apply incident procedures.

Required knowledge

The knowledge referred to in the Evidence Guide for this unit includes:

- incident response reports or signals
- hazards and precautions to be taken during incidents
- actions to take in response to developing situations
- accounting procedures and analysis of reports from evacuation areas
- miscellaneous incident activities.

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 the Training Package.

Overview of assessment

Assessment for this unit of competency will be by way of simulation or under incident conditions. The unit will be assessed in as holistic a manner as is practical and may be integrated with the assessment of other relevant units of competency. Assessment will occur over a range of situations which can include a variety of incident circumstances.

Simulations must, as closely as possible, approximate actual incident conditions and should be based on the actual facility. Assessments should include 'walk-throughs' of the relevant competency components and may include the use of case studies/scenarios and role plays.

This unit of competency requires a significant body of knowledge which will be assessed through questioning and the use of 'what-if' scenarios both in the facility (during demonstration of normal operations and walk-throughs of abnormal operations) and off the site.

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

Competence must be demonstrated in the ability to correctly respond to incident situations and in implementing appropriate action. The emphasis should be on the ability to stay ahead of the problem rather than to have to take drastic action in order to recover the situation. In particular look to see that:

- incident responses are in accordance with company procedures
- correct incident response equipment (where required) is used appropriately
- the safety and/or successful recovery of the individual and others affected by the incident response is afforded priority in the actions taken
- actions taken do not inhibit incident response effectiveness or further contribute to the incident
- appropriate documentation including reports, journal entries, logs and/or clearances are

EVIDENCE GUIDE	
	<p>completed in accordance with procedures</p> <p>These aspects may be best assessed using a range of scenarios/case studies/what-ifs as the stimulus with a walk through forming part of the response. These assessment activities should include a range of problems, including new, unusual and improbable situations which may have been generated from the past incident history of the plant, incidents on similar plants around the world, hazard analysis activities and similar sources.</p>
Context of and specific resources for assessment	Assessment will require (1) access to an accurately simulated environment in the absence of an on-site incident environment, or (2) a suitable method of gathering evidence of responding ability over a range of situations. A bank of scenarios/case studies/what-ifs will be required as will a bank of questions which will be used to probe the reasoning behind the observable actions.
Method of assessment	In all workplace environments it may be appropriate to assess this unit concurrently with other relevant units.
Guidance information for assessment	Assessment processes and techniques must be culturally appropriate and appropriate to the oracy, language and literacy capacity of the assessee and the work being performed.

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, if used in the Performance Criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Codes of practice/ standards	Where reference is made to industry codes of practice, and/or Australian/international standards, the latest version must be used.
Context	<p>This unit of competency includes all such items of equipment and workplace operations which form part of the incident response system which is relevant to evacuations. For your work environment this may include (select relevant items):</p> <ul style="list-style-type: none"> • hard hats • armbands • torches • smoke hoods • lifejackets • incident communications equipment • check lists and floor plans. <p>Typical hazards for your work environment may include:</p> <ul style="list-style-type: none"> • spread of fire • threat to adjoining areas • danger of explosion • loss of communications • falling or shifting debris • obstruction of evacuation routes.
Health, safety and environment (HSE)	All operations to which this unit applies are subject to stringent health, safety and environment requirements, which may be imposed through State 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.
Relationship to Major Hazard Facility Legislation	Organisations within the Chemical, Hydrocarbons and Oil Refining industries may find themselves falling under the provisions of various Major Hazard Facilities legislation. In developing this unit consideration has been given to the requirements of Sections 8 and 9 of the National Standard for the Control of Major Hazard Facilities [NOHSC:1014(2002)] and the National Code of Practice for the Control of Major Hazard Facilities [NOHSC:2016(1996)].

RANGE STATEMENT

	This unit will assist individuals to meet some of their obligations under the relevant State or Territory legislation. Responsibility for appropriate contextualisation and application of the unit to ensure compliance however, remains with the individual organisation.
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Unit Sector(s)

Unit sector	Support/generic
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		
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